

1. DECLARATION OF OPENING

The Chairperson, Shire President Cr Lynette Baker opened the meeting at 3:02pm

2. ATTENDANCE /APOLOGIES/LEAVE OF ABSENCE

Shire President

Cr. L Baker

Deputy Shire President

Cr. D L Hickey

Cr. T J Pridham

Cr. J A Mason

Cr. S G Hardingham

Cr. B D Praetz

Cr. M B Dickinson

Chief Executive Officer

R L Paull

Deputy Chief Executive Officer

T L Dayman

Governance Officer - Records

H M Auld

Manager Finance

D C Ospina Godoy

Main Roads Heavy Vehicle Services

Simon Wavering

Main Roads Heavy Vehicle Services

David Kellie

Public

Bruce Fenton

APOLOGIES

There were no apologies.

LEAVE OF ABSENCE

There was no leave of absence.

3. PUBLIC QUESTION TIME

Bruce Fenton spoke to Council expressing his concern that there are trees on the verge of the Bullaring-Gorge Rock Road (west of the Fence Rd intersection) that have died and are now white ant affected. Mr Fenton advised that Council that in his opinion, the trees are leaning across the road and causing issues with navigation. Mr Fenton advised that three weeks ago he and his wife had an accident on the Bullaring-Gorge Rock Rd (west of the Fence Rd intersection) that involved a fallen tree and where nobody was injured. He advised that his car was a write off. He suggests that trees need to be trimmed/removed so as to limit the potential for further accidents.

Mr Paull assured that an inspection of any dead and dying trees in the vicinity of the area he referred would be undertaken as soon as possible and that where necessary, dangerous trees would be removed.

Mr Fenton asked if he was covered by the Shire's public liability insurance. Ms Dayman informed that an insurance claim may be lodged through his own insurance company and lodged to the Shire's insurance company for compensation.

4. MEMORIALS

It was advised that Heather Wallace and Pat DeGruchy have passed away since the last meeting.

5. PETITIONS/DEPUTATIONS/PRESENTATIONS /SUBMISSIONS

- 5.1 Presentation by Simon Wavering and David Kellie (MRWA Heavy Vehicles Services staff) concerning recent MRWA decisions on Council's Applications for certain roads to be included on the MRWA's Restricted Access Vehicle (RAV) Network.**

COUNCIL RESOLUTION

(20/2017) Moved: Cr Hickey: Seconded Cr Pridham

That Council in accordance with Clause 21.4 of the Standing Orders suspend the Standing Orders in order that Councillors are provided the opportunity to more fully discuss the RAV process more fully with the guests. (3.12pm)

Carried 6/0

COUNCIL RESOLUTION

(21/2017) Moved: Cr Praetz: Seconded Cr Dickenson

That Council in accordance with Clause 21.4 of the Standing Orders reinstate the Standing Orders. (4.13pm)

Carried 6/0

- 5.2 Submission from Ms Ruth Owen concerning Council's approach to Aged Persons Home Care Packages (Attachment 5.2)**

The Shire President referred Councillors to Ms Owen's submission and advised that she would write to Ms Owen thanking her for her submission and advising that she would ask the Economic and Tourism Strategy Working Group to consider the important issue of Aged Persons Home Care. The Chair of the Working Group, Cr Praetz advised that he would be pleased to have the consultant and the Working Group consider the matter.

6. DECLARATIONS OF INTEREST

There were no declarations of interest.

7. CONFIRMATION AND RECEIPT OF MINUTES

- 7.1. PREVIOUS COUNCIL MEETINGS AND BUSINESS ARISING FROM MINUTES – Attachment 7.1**

That the minutes of the Ordinary Meeting of Council held on Tuesday 21 February 2017 (Attachment 7.1) be confirmed as a true and correct record.

COUNCIL RESOLUTION

(22/2017) Moved: Cr Hardingham Seconded: Cr Hickey

That the minutes of the Ordinary Meeting of Council held on Tuesday 21 February 2017 (Attachment 7.1) be confirmed as a true and correct record.

Carried 6/0

- 7.2. COMMITTEE MEETINGS AND BUSINESS ARISING FROM MINUTES**

- 7.2.1. CORRIGIN RECREATIONAL AND EVENTS CENTRE COMMITTEE MEETING (ATTACHMENT 7.2.1)**

The minutes of the Corrigin Recreational and Events Centre Committee Meeting held on Wednesday 22 February 2017 (Attachment 7.2.1)

OFFICER'S RECOMMENDATION

That the minutes of the Corrigin Recreational and Events Centre Committee Meeting held on Wednesday 22 February 2017 (Attachment 7.2.1) be received.

COUNCIL RESOLUTION

(23/2017) Moved: Cr Pridham Seconded: Cr Praetz

That the minutes of the Corrigin Recreational and Events Centre Committee Meeting held on Wednesday 22 February 2017 (Attachment 7.2.1) be received.

Carried 6/0

7.2.2. WHEATBELT GENERAL PRACTICE BUSINESS SUPPORT SERVICE SHIRE GOVERNANCE COMMITTEE (ATTACHMENT 7.2.2)

Minutes of the Wheatbelt General Practice Business Support Service Shire Governance Committee meeting held on the Thursday 16 February 2017 at the Shire of Lake Grace Offices, Lake Grace – Attachment 7.2.2.

OFFICER'S RECOMMENDATION

That the Minutes of the Wheatbelt General Practice Business Support Service Shire Governance Committee meeting held on the Thursday 16 February 2017 at the Shire of Lake Grace Offices, Lake Grace (Attachment 7.2.2) be received.

COUNCIL RESOLUTION

(24/2017) Moved: Cr Praetz Seconded: Cr Pridham

That the Minutes of the Wheatbelt General Practice Business Support Service Shire Governance Committee meeting held on the Thursday 16 February 2017 at the Shire of Lake Grace Offices, Lake Grace (Attachment 7.2.2) be received.

Carried 6/0

7.2.3. MINUTES OF THE CENTRAL COUNTRY ZONE MEETING – ATTACHMENT 7.2.3

Meeting held on Friday 24 February 2017 at the Narrogin Reception Centre, Narrogin commenced at 1:02pm – Attachment 7.2.3.

OFFICER'S RECOMMENDATION

That the minutes of the Central Country Zone meeting held on Friday 24 February 2017 and as provided in Attachment 7.2.3 be received.

COUNCIL RESOLUTION

(25/2017) Moved: Cr Hardingham Seconded: Cr Hickey

That the minutes of the Central Country Zone meeting held on Friday 24 February 2017 and as provided in Attachment 7.2.3 be received.

Carried 6/0

7.2.4. MINUTES OF SHIRE OF CORRIGIN LOCAL EMERGENCY MANAGEMENT COMMITTEE – ATTACHMENT 7.2.2

Meeting held on Monday 27 February 2017 at the Council Chambers, 9 Lynch Street Corrigin commencing at 2.00pm – Attachment 7.2.4.

OFFICER'S RECOMMENDATION

That the minutes of the Shire of Corrigin Local Emergency Management Committee meeting held on Monday 27 February 2017 and as provided in Attachment 7.2.4 be received.

COUNCIL RESOLUTION

(26/2017) Moved: Cr Hardingham Seconded: Cr Hickey

That the minutes of the Shire of Corrigin Local Emergency Management Committee meeting held on Monday 27 February 2017 and as provided in Attachment 7.2.4 be received.

Carried 6/0

7.2.5. MINUTES OF SHIRE OF CORRIGIN AUDIT AND RISK MANAGEMENT COMMITTEE - (TO BE PRESENTED TO COUNCIL)

Meeting held on Tuesday 21 March 2017 commencing at 10.00am at the Council Chambers, 9 Lynch Street Corrigin (to be presented to Council).

OFFICER'S RECOMMENDATION

That the minutes of the Shire of Corrigin Audit and Risk Management Committee meeting held on Tuesday 21 March 2017 be received (Council to be advised of any matters arising).

COUNCIL RESOLUTION

(27/2017) Moved: Cr Hickey Seconded: Cr Hardingham

That the minutes of the Shire of Corrigin Audit and Risk Management Committee meeting held on Tuesday 21 March 2017 presented to Council as Attachment 7.2.5) be received.

Carried 6/0

COUNCIL RESOLUTION

(28/2017) Moved: Cr Dickinson Seconded: Cr Pridham

That Council adopts the Compliance Audit Return for the period 1 January 2016 to 31 December 2016.

Carried 6/0

COUNCIL RESOLUTION

(29/2017) Moved: Cr Hickey Seconded: Cr Pridham

1. *That Council in endorse the following recommendations, as identified within Attachment 7.2 to strengthen the Shire's resistance to potential corruption:*
 - 1.1. *Elected members are provided training on Local Government Act 1995 (LGA) s2.7 and LGA s2.10.*
 - 2.1. *Prioritise training requirements.*
 - 2.2. *Identify Shire of Corrigin "mandatory" training.*
 - 2.3. *Prepare and adopt an elected member training policy.*
 - 2.4. *Prepare a training program for delivery of training over the next 12 months.*
 - 2.5. *Include in training program, alternative delivery of training.*
 - 2.6. *Prepare elected members induction manual with an overview of acts and regulations.*
 - 2.7. *Prepare a training calendar for elected training provided by external providers.*
 - 2.8. *Send a monthly upcoming training reminder on elected training provided by external providers.*
 - 2.9. *Prepare an elected member training register for tracking on elected member training.*
 - 2.10. *Prepare a training evaluation form to gauge the effectiveness of attended training.*
 - 2.11. *Conduct annual reviews / survey to gauge understanding of acts and regulations, to be used for the coming 12 months training requirements.*
 - 2.12. *Hold additional discussions on the provision of act and regulation resources to establish the best avenue for the provision of the resource to Councillors.*
 - 3.1. *Write to the Department of Local Government and Communities (DLGC) to establish if the department is actioning the Corruption and Crime Commission (CCC)'s recommendation and providing advice to local governments on reg 9 Local Government (Rules of Conduct) Regulations 2007 and format to be delivered.*
 - 3.2. *Request DLGC to provide training on regulations.*
 - 3.3. *Include regulation training in the training program.*

- 4.1. **Maintain an Audit and Risk Management Committee minute book.**
- 4.2. **Ensure confirmed minutes are signed by the chair.**
- 4.3. **Consider the appointment of an external member to the Audit and Risk Committee.**
- 4.4. **Provide training on the Local Government (Audit) Regulations 1996.**
- 4.5. **Provide training on the DLG 'Local Government Operational Guidelines Number 9 – Revised September 2013; Audit in Local Government, the appointment, function and responsibilities of Audit Committees'.**
- 6.1. **Adoption of an audit services rotation cycle policy.**
- 6.3. **New policy be created for the provision of appointing the Auditors, which would include the scope of works.**
- 6.4. **Scope of works be provided to Council as part of the submission report for council's information and understanding.**
- 6.5. **Inform the Shire President of audit visits, provide opportunity to meet with staff from the appointed audit company and discuss any issues / concerns.**
- 7.1. **Update Shire of Corrigin Policy 5.21 'Chief Executive Officer Performance Review' to include personnel interviews.**
- 7.2. **Identify key personnel to be formally interviewed, include in Shire of Corrigin Policy 5.21 'Chief Executive Officer Performance Review'.**
- 7.3. **Update Shire of Corrigin Policy 5.21 'Chief Executive Officer Performance Review' to include interviews with key members of the community who have a direct relationship with the Chief Executive Officer (CEO, (e.g committee member).**
- 7.4. **Identify community members to be interviewed, include in Shire of Corrigin Policy 5.21 'Chief Executive Officer Performance Review'.**
- 7.5. **Appoint a consultant to conduct formal interviews with key personnel and prepare a report that includes the outcomes and any findings to Council.**
- 7.6. **Appoint a consultant to conduct formal interviews with key community members and prepare a report that includes the outcomes and any findings to Council.**
- 7.7. **Council to consider the outcomes of the report when conducting the annual CEO review.**
- 7.8. **CEO Key Result Areas (KRA's) reference duties under LGA s5.41.**
- 7.9. **Elected Members provided training on the appointment of CEO, including 'Local Government Operational Guidelines No 10 – Revised august 2012; Appointing a CEO'.**
- 8.1. **CEO contracts be reviewed prior to signing, against Council's Register of Policies.**
- 8.2. **Council to endorse, via Council resolution, any clauses that are in direct conflict with Council's Register of Policies.**
- 8.3. **Entitlements under the CEO contract to be described in detail.**
- 8.4. **Appendix 2 – Key Result Areas of the CEO contracts to have reference to LGA s5.41 – Functions of the CEO.**
- 8.5. **External recruitment agencies are given a briefing in regards to Council policy effecting employees.**
- 8.6. **The Shire to investigate the opportunity to 'outsource' CEO and Senior Staff payroll and payments.**
- 14.1. **Employ an acting Deputy CEO (DCEO) to cover periods of extended leave, e.g. Long Service Leave, maternity leave.**
- 14.2. **Continue to up skill the Finance Manager (FM), to perform DCEO financial task while on leave.**
- 17.1. **Instructions for all changes to the CEO remuneration and/or contract to be provided, in writing, from the Shire President.**

- 17.5. ***Any payroll setup changes within SynergySoft for the CEO can be performed by the payroll officer, after the joint approval from the FM and DCEO, audit report to be checked immediately after.***
- 17.6. ***Any payroll setup changes within SynergySoft for the Payroll Officer can be performed by the payroll officer, after the joint approval from the FM and DCEO, audit report to be checked immediately after.***
- 17.7. ***New internal procedure be prepared for the approval of updating CEO details, including remuneration and contact.***
- 17.8. ***A six (6) monthly audit of CEO remuneration and contract to be conducted, with the findings being reported to the Shire President.***
- 17.9. ***CEO fortnightly wage payment to be checked using the variance report and signed on completion.***
- 17.10. ***New internal procedure and template be prepared for the audit of CEO remuneration and contract.***
- 17.11. ***That the auditors be requested to conduct testing on both the CEO and payroll officer at each audit visit.***
- 18.1. ***Elected Member training on the Local Government (Financial Management) Regulations 1996.***
- 19.1. ***Quarterly status report be presented to the Audit and Risk Management Committee on the progress of the recommendations from the Financial Management review until completed.***
- 20.1. ***Elected Members be provided 'Understanding financial reports and budget training'.***
- 21.1. ***Provide Elected member training on the understanding and interpretation of the monthly financial reports***
- 21.2. ***Consult with elected members on possible improvements to the accounts for payment or monthly financials reports***
- 22.1. ***Progress with the cancellation of the Executive Manager Governance and Compliance National Australia Bank (NAB) Credit Card (Note: Council was advised that the credit card has been cancelled).***
- 22.2. ***Update of Credit Card Register to ensure current details are recorded.***
- 22.3. ***Missing agreements to be re-signed and filed.***
- 22.4. ***Shire of Corrigin Policy 2.17 'Corporate Credit Cards' to be filed in FM0053.***
- 22.5. ***DLGC Guidelines to be read and understood by the CEO, DCEO, FM and Councillors.***
- 22.6. ***Credit Card statement to be reviewed by the Credit Card Holder and declaration made, signed and dated.***
- 22.7. ***Credit Card users to use a standardised method of the recording of their Credit Card use by employees.***
- 22.8. ***Credit Card Statement included in Credit Card Agenda item and included as part of official minutes.***
- 22.9. ***Shire of Corrigin Policy 2.17 Corporate Credit Cards is altered to reflect reporting requirements.***
- 22.10. ***FM to take full responsibility for the management of Credit Card use, including the audit, issuing and record keeping, including the credit card register.***
- 22.11. ***Shire of Corrigin Policy 2.17 Corporate Credit Cards to make reference to applicable guidelines.***
- 23.5. ***Arrange for all credit cards transaction reports to be available online.***
- 23.6. ***FM to access online credit card transactions weekly and review.***
- 23.9. ***Procedure be prepared for the steps required to investigate and report misuse of credit cards.***
- 23.10. ***Procedures be prepared for the steps required to place a hold and/or cancel a credit card.***

- 24.1. **Reduce NAB daily limit to \$1,500,000 per day within NAB connect.**
- 24.2. **Adopt online daily limit policy.**
- 24.3. **Changes to the daily limit within NAB to be endorsed by two authorising officers.**
- 24.4. **Changes to NAB daily limit set up within NAB connect to be documented (new authorisation form to be prepared)**
- 24.5. **Prepare an audit trail internal procedure.**
- 24.7. **An audit of the audit trail report from payroll and creditors modules conducted on monthly basis.**
- 24.8. **Investment authorisation form be created.**
- 24.9. **Investment authorisation form to be signed by two authorising officer prior to instructions being given.**
- 25.1. **All tokens issued to past employees and Councillors be suspended.**
- 25.2. **Applications for new NAB tokens and access be processed for current incumbents.**
- 25.3. **A token agreement outlining employees responsibilities and obligations be prepared**
- 25.4. **All incumbents who are issued with a token to sign and agree to the NAB issued token agreement.**
- 25.5. **No token NAB identification and passwords to be kept in the same location, regardless if considered secure or not (to form part of the agreement).**
- 25.8. **Shire of Corrigin Policy 2.8 'Cheque and Signatory/EFT Requirements' to be amended to remove all councillors and be replaced with Shire President only.**
- 26.1. **The ongoing General Ledger (G/L) out of balance be corrected.**
- 26.2. **Balancing to the G/L must be achieved for each bank reconciliation and that any posting period/date errors are corrected, regardless of the time required making the correction.**
- 27.1. **Re-introduction of authorisation on general journals without a source**
- 27.2. **New general journal procedure, including limits on officers and transactions.**
- 27.9. **Internal procedure be prepared outlining timing of reconciliation of applicable balance sheet accounts and which is to be referred back to the Audit and Risk Management for consideration.**
- 28.1. **Conduct monthly trust module reconciliations.**
- 29.2. **Enforce requirement for payment dates and posting period to be within the same month.**
- 29.3. **Include payroll payments in the accounts for payment monthly report.**
- 29.4. **Ensure cancelled payments for the period are included on the accounts for payment monthly report.**
- 29.5. **'Missing Electronic Funds Transfer (EFT)'s' that have been included in the previous reporting month to be listed in the accounts for payment monthly report with a description of 'included in previous months report'.**
- 29.6. **Direct Debit payments to be reflected as Direct Debit (DD) payments and not EFT.**
- 29.7. **Where an error has occurred with a DD payment, the transaction to be reversed and re-processed to ensure a DD payment is reflected.**
- 29.8. **The last cheque and Electronic Funds Transfers (EFT) number contained within the previous accounts for payment monthly report to be included within the agenda item for quick reference.**
- 29.9. **Lobby other local government SynergySoft uses to request software improvements to allow for sequential numbering system for Direct Debit.**
- 29.11. **Include accounts for payment SynergySoft report as supporting documentation for checking by DCEO/FM to ensure that no payments have been removed.**

- 29.12. Finance Officer – Creditors to check sequential number exists within accounts for payment monthly report and identify and investigate any missing payments**
 - 29.13. Cancelled payments to be included in the accounts for payment monthly report.**
 - 29.14. Payments from investment account to be processed by EFT if possible.**
 - 29.15. Investment payments reflected as a journal (JNL) to be included in accounts for payment monthly report.**
 - 29.16. Continue with FM training on the preparation of monthly financials.**
 - 29.17. FM to commence preparation of monthly financials.**
 - 29.18. DCEO to review and finalise monthly financials.**
 - 29.19. Monthly financial report – supplementary information - account detail – to be altered to show account detail information minus depreciation for both Year to Date (YTD) actuals, YTD budget and annual budget.**
 - 33.1. Identify staff training requirements.**
 - 33.2. Develop a staff training calendar.**
 - 33.3. Review staff training budget allocation.**
 - 33.4. Identify and priorities required internal procedures.**
 - 33.5. Develop internal procedures.**
 - 33.6. Development of a staff intranet for access of approved Council documents.**
 - 33.7. Electronic Register of Policies made available on a staff intranet.**
 - 33.8. Library of electronic procedures made available on a staff intranet.**
 - 33.9. Notify staff, that notification of changes to the register of policies and procedures are provided via email.**
 - 33.10. While the staff intranet is being developed, provide a central location for a current copy of all council documents to be stored and available to access.**
 - 34.3. The preparer of the Electronic Funds Transfer reports to provide a suitable declaration and sign the declaration.**
 - 34.4. Prepare formal procedures for the end of month reconciliation and reporting for the rating system.**
 - 34.5. Prepare formal procedures for the end of month reconciliation and report for the accounts payable.**
 - 34.6. Prepare formal procedures for the end of month reconciliation and reporting for the rating system.**
 - 34.7. Prepare formal procedures for payroll including end of month reconciliation, reviewing and authorisation of fortnightly payroll and reporting requirements for the payroll system.**
- 2. Note that progress on addressing some of the issues has commenced and a quarterly status report will be presented to the Audit and Risk Management Committee.**
 - 3. Provide the Department of Local Government and Communities a copy of the full report for information and review.**

Carried 6/0

7.2.6. MINUTES OF THE BUSHFIRE ADVISORY COMMITTEE - (TO BE PRESENTED TO COUNCIL)

Minutes of the Corrigin Bushfire Advisory Committee, held on Monday 20 March 2017 at the Corrigin Community Resource Centre Larke Crescent, Corrigin – as presented to Council.

OFFICER'S RECOMMENDATION

That the minutes of the Corrigin Bushfire Advisory Committee, held on Monday 20 March 2017 at the Corrigin Community Resource Centre Larke Crescent, Corrigin (to be presented to Council) be received (Council to be advised of any matters arising).

COUNCIL RESOLUTION

(30/2017) Moved: Cr Pridham Seconded: Cr Hickey

That the minutes of the Corrigin Bushfire Advisory Committee, held on Monday 20 March 2017 at the Corrigin Community Resource Centre Larke Crescent, Corrigin (presented to Council as Attachment 7.2.6) be received.

Carried 6/0

Chief Fire Control Officer

COUNCIL RESOLUTION

(31/2017) Moved: Cr Pridham Seconded: Cr Dickinson

That Greg Evans is appointed Chief Bush Fire Control Officer for 2017/18.

Carried 6/0

Deputy Chief Fire Control Officer

COUNCIL RESOLUTION

(32/2017) Moved: Cr Pridham Seconded: Cr Dickinson

That Andrew Szczecinski is appointed Deputy Chief Bush Fire Control Officer for 2017/18.

Carried 6/0

Deputy Chief Fire Control Officer

COUNCIL RESOLUTION

(33/2017) Moved: Cr Pridham Seconded: Cr Dickinson

That Steve Bolt is appointed Deputy Chief Bush Fire Control Officer for 2017/18.

Carried 6/0

Fire Control Officers

COUNCIL RESOLUTION

(34/2017) Moved: Cr Pridham Seconded: Cr Dickinson

That the following persons are appointed as Bush Fire Control Officers for 2017/18:

Bilbarin Brigade

<i>Sadow Jacobs</i>	<i>PO Box 37, Corrigin</i>	<i>9065 2042</i>	<i>0427 652 042</i>
<i>Bruce Mills</i>	<i>Post Office, Corrigin</i>	<i>9062 9012</i>	<i>0428 956 779</i>
<i>Steven Bolt</i>	<i>PO Box 226, Corrigin</i>	<i>9065 2043</i>	<i>0427 652 043</i>
<i>Paul McBeath</i>	<i>PO Box 87, Corrigin</i>	<i>9062 9024</i>	<i>0427 629 024</i>

Bullaring Brigade

<i>Andrew Szczecinski</i>	<i>PO Box 124, Corrigin</i>	<i>9065 7014</i>	<i>0429 657 014</i>
<i>Greg Evans</i>	<i>Post Office, Bullaring</i>	<i>9065 7021</i>	<i>0429 657 021</i>
<i>Greg Doyle</i>	<i>PO Box 109, Corrigin</i>	<i>9880 9048</i>	<i>0427 809 044</i>
<i>Craig Jespersen</i>	<i>PO Box 18, Yealering</i>	<i>9888 7075</i>	<i>0427 887 075</i>
<i>Bryce Nicholls</i>	<i>PO Box 71, Corrigin</i>	<i>9063 7014</i>	<i>0429 883 799</i>

Bulyee/Kunjing Brigade

<i>Ray Hathaway</i>	<i>PO Box 90, Brookton</i>	<i>9642 7045</i>	<i>0488 138 904</i>
<i>Tony Guinness</i>	<i>PO Box 35, Corrigin</i>	<i>9065 7079</i>	<i>0429 657 004</i>
<i>John Hewett</i>	<i>PO Box 239, Corrigin</i>	<i>9063 2480</i>	<i>0427 632 480</i>
<i>Braden Grylls</i>	<i>PO Box 115, Corrigin</i>	<i>90658006</i>	<i>0428 658 048</i>

Corrigin East Brigade

Tim George	PO Box 159, Corrigin	9065 5045	0427 655 045
Kim Courboules	PO Box 79, Corrigin		0427 632 624
Bruce Talbot	PO Box 75, Corrigin	9063 2132	0427 632 224

Central Brigade

Garrick Connelly	PO Box 26, Corrigin	9063 2956	0488 632 107
Adam Rendell	PO Box 200, Corrigin	9063 2291	0427 632 291
Rob Paull	PO Box 221, Corrigin	9063 2203	0427 425 727

Carried 6/0

Fire Weather Officers

COUNCIL RESOLUTION

(35/2017) Moved: Cr Pridham Seconded: Cr Dickinson

That the Chief Bush Fire Control Officer, the two Deputy Chief Bush Fire Control Officers and Sandow Jacobs are appointed as Fire Weather Officers for 2017/18.

Carried 6/0

Harvest Ban Officers

COUNCIL RESOLUTION

(36/2017) Moved: Cr Pridham Seconded: Cr Dickinson

That Rob Paull, Taryn Dayman, Adam Rendell, Garrick Connelly (if Adam Rendell unavailable), Sandow Jacobs, Steve Bolt (if Sandow Jacobs unavailable), Paul Baker, Andrew Szczecinski (if Paul Baker unavailable), Ray Hathaway, Braden Grylls (if Ray is unavailable) all are appointed as authorised Harvest Ban Officers for 2017/18.

Carried 6/0

Training Officers

COUNCIL RESOLUTION

(37/2017) Moved: Cr Pridham Seconded: Cr Dickinson

That Greg Evans is appointed as training Officer for 2017/18.

Carried 6/0

Dual Fire Control Officers

COUNCIL RESOLUTION

(38/2017) Moved: Cr Pridham Seconded: Cr Dickinson

That the following persons are appointed as Dual Fire Control Officers for 2017/18:

Dual Fire Control Officers

Quairading Shire	Bruce Mills, Ray Hathaway
Wickepin Shire	Craig Jespersen & Greg Doyle
Bruce Rock Shire	Sandow Jacobs & Tim George
Narembeen Shire	Tim George
Kondinin Shire	Bruce Talbot & Tim George
Kulin Shire	Greg Doyle & Bryce Nicholls
Pingelly Shire	Greg Evans, Braden Grylls
Brookton Shire	Ray Hathaway, Braden Grylls

Carried 6/0

Note: Council observed the advice from the Committee that Bruce Rock does not appoint Dual Fire Control Officers. The Corrigin Bush Fire Advisory Committee (CBFAC) considers it appropriate to continue to recommend to Council that Dual Fire Control Officers be appointed to all neighbouring local governments.

Fire Break Order

COUNCIL RESOLUTION

(39/2017) Moved: Cr Pridham Seconded: Cr Dickinson

That Council endorse the:

- 1. maximum areas of the Fire Break Order for 2017/18 to remain as 250ha;*
- 2. restricted burning season to be from 1 March to 15 February; and*
- 3. rewording of the Firebreak Notice in regards to the definition of a firebreak to include mineral earth.*

Carried 6/0

Fire truck for the eastern areas of Corrigin

COUNCIL RESOLUTION

(40/2017) Moved: Cr Hickey Seconded: Cr Praetz

That Council continue to lobby the Department of Fire and Emergence Services to provide a suitable fire truck for the eastern areas of Corrigin.

Carried 6/0

8. MATTERS REQUIRING A COUNCIL DECISION

8.1. CORPORATE & COMMUNITY SERVICES REPORTS

8.1.1. CORRIGIN COMMUNITY RESOURCE CENTRE

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	2 March 2017
Reporting Officer:	Heather Ives, Coordinator, Community Services
Disclosure of Interest:	No interest to disclose
File Number:	CS 0008
Attachment Reference:	Nil

Western Australian Community Resource Network Services – Preferred Service Provider Request
Submitted 13 February 2017 for 2017-2020 period.

*Minutes of the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 March 2017*

CORRIGIN CRC Monthly Usage – February 2017:

CUSTOMERS ACCESSING 'FEE FOR SERVICE' and SALES					
SERVICES / FEES	MTHLY	YTD from July 16	SALES	MTHLY	YTD from July 16
Internet Use / Computer Use	10	377	Phonebook Sales	13	200
Photocopying / Printing / Faxing	29	317	Moments In Time Books	0	6
Laminating / Binding / Folding	7	48	Books Sales	0	2
Secretarial Services / Scans / CD Burn	8	56	Wrapping Paper / Postcard Sales	1	4
Room Hire	9	80	Polo Shirt / Eco Bag Sales	0	8
Equipment Hire	4	23	Phonecalls	26	77
Training / Course Fees	3	25	Sale of Assests	0	0
Resource Centre Membership Fees	1	12	Comedy Show - Ticket Sales	0	0
Exam Supervision	0	0			
Movie Club Fees	6	36			
Total	77		Total	40	
<i>Monthly People through :</i>	117				
CUSTOMERS ACCESSING 'CORRIGIN CRC SERVICES'					
SERVICE	MTHLY	YTD from July 16	SERVICE	MTHLY	YTD from July 16
Department of Human Services	0	183	Video Conference	0	20
Phonebook Enquiries	5	50	Broadband for Seniors (+Webina	9	56
Tourism	18	237	General Enquiries (Face to Face/b	117	1453
Government Access Point	6	49	Corrigin Toy Library	10	49
Community Information	58	112	TR Homes (Referrals)	0	2
Conferences/Training / Westlink	48	615			
Total	135		Total	136	
<i>Monthly People through :</i>	271				
TOTAL FOR THE MONTH OF FEBRUARY:	388				

*Minutes of the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 March 2017*

COMMUNITY ECONOMIC / BUSINESS and SOCIAL DEVELOPMENT BOOKINGS			
Description	No's	Room	Govt. Hot Office Booking (HO) / Commercial Booking
Forrest Personnel - Employment Services	3	Professional Office	Commercial Booking
Skill Hire - Employment	4	Video Conference	Commercial Booking
Hollyoak - Drug and Alcohol Counselling	5	Professional Office	Commercial Booking
Annual Electors Meeting - Shire of Corrigin	12	Conference Room	n/a
Movie Club - February	8	Conference Room	n/a
Forrest Personnel - Employment Services	1	Professional Office	Commercial Booking
Skill Hire - Employment	1	Video Conference	Commercial Booking
Hollyoak - Drug and Alcohol Counselling	5	Professional Office	Commercial Booking
Chemical Training - Shire of Corrigin	10	Conference Room	n/a

CORRIGIN CRC - Annual Summary Report:

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2007-08	535	613	537	714	511	520	561	510	625	733	576	469
2008-09	479	444	581	532	501	411	417	501	575	525	543	651
2009-10	629	682	626	757	590	727	421	623	715	529	491	539
2010-11	708	610	871	759	465	530	426	444	611	413	607	691
2011-12	568	536	572	535	542	381	426	520	527	499	564	491
2012-13	545	694	691	716	756	497	552	636	413	590	370	479
2013-14	651	494	516	706	597	479	405	529	641	640	616	553
2014-15	769	757	750	878	651	443	455	569	403	603	486	499
2015-16	543	695	668	813	681	466	591	534	530	585	626	553
2016-17	620	588	675	618	455	366	513	388				

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

None known

FINANCIAL IMPLICATIONS

None known

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

Focus area: Various

Goal : Various

The operation and activities of the Corrigin Community Resource centre meets a variety of focus areas and goals.

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

STRATEGIC THEMES

Various

The operation and activities of the Corrigin Community Resource centre meets a variety of focus areas and goals.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the Corrigin Community Resource Centre Report for February 2017.

COUNCIL RESOLUTION

(41/2017) Moved: Cr Hardingham Seconded: Cr Hickey

That Council receives the Corrigin Community Resource Centre Report for February 2017.

Carried 6/0

8.1.2. ACCOUNTS FOR PAYMENT – FEBRUARY 2017

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 March 2017
Reporting Officer:	Belinda Fidge, Finance Officer - Creditors
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	8.1.2 – Payments for February 2017

SUMMARY

That Council is provided with a list of all financial dealings relating to all accounts for the previous month.

BACKGROUND

This information is provided to Council on a monthly basis in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

COMMENT

The cheque, Electronic Funds Transfer (EFT) and Direct Debit payments that have been raised for the Council meeting and also during the month of February 2017 are included as **Attachment 8.1.2**.

After payment of the following cheque EFT and Direct Debit payments, the balance of creditors will be \$3,624.77.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2016/2017 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: We want to strengthen our community’s position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government.
A representative model that reflects the community and acts on their aspirations.	Effective governance and advocacy by the Shire.

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal 5-1	Manage the Shire’s finances and financial service activities to ensure the continuous, sustained operation of Council.

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council endorse the following payments for the month of February 2017 as provided in Attachment 8.1.2:

1. *Cheques 20158 - 20165 payments in the Municipal fund totalling \$32,968.70;*
2. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$442,253.49;*
3. *Direct Debit (DD) payments in the Municipal Fund totally \$3,595.72;*
4. *Payroll Journal (JNL) payments in the Municipal Fund totally \$130,300.12;*
5. *Direct Debit (DD) payments in the Trust Fund totalling \$50.00;*
6. *Direct Debit (DD) payments in the Licensing Trust Account \$95,337.25; and*
7. *Total payments for February 2017 \$704,505.28.*

COUNCIL RESOLUTION

(42/2017) Moved: Cr Hardingham Seconded: Cr Hickey

That Council endorse the following payments for the month of February 2017 as provided in Attachment 8.1.2:

1. ***Cheques 20158 - 20165 payments in the Municipal fund totalling \$32,968.70;***
2. ***Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$442,253.49;***
3. ***Direct Debit (DD) payments in the Municipal Fund totally \$3,595.72;***
4. ***Payroll Journal (JNL) payments in the Municipal Fund totally \$130,300.12;***
5. ***Direct Debit (DD) payments in the Trust Fund totalling \$50.00;***
6. ***Direct Debit (DD) payments in the Licensing Trust Account \$95,337.25; and***
7. ***Total payments for February 2017 \$704,505.28.***

Carried 6/0

8.1.3. ACCOUNTS FOR PAYMENT – CREDIT CARDS

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 March 2017
Reporting Officer:	Catherine Ospina Godoy – Finance Manager
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.3 - Purchases paid using Shire of Corrigin Corporate Credit Cards

SUMMARY

This report provides Council with a list of all financial dealings relating the use of credit card payments for the period 29 December 2016 to 27 January 2017.

BACKGROUND

This information is provided to Council on a monthly basis in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

Council is presented with the monthly accounts for payment at each Council meeting, providing information of payments made for the reporting period. This report includes the monthly payment of the credit card debit to the National Australia Bank.

COMMENT

Accountability in local government can be multifaceted, as councils seek to achieve diverse social, political and financial goals for the community benefit. The accountability principles of local government are based on strong financial probity, financial propriety, adherence to conflict of interest principles and expectations that local government is fully accountable for community resources.

This report provides Council with detailed information of purchases paid for using the Shire of Corrigin Corporate Credit Cards (**Attachment 8.1.3**).

A monthly review of credit card use is independently assessed by the Finance Manager, to confirm that all expenditure has been occurred, is for the Shire of Corrigin and has been made in accordance with Council policy, procedures and the *Local Government Act 1995* and associated regulations. The review by the Finance Manager also ensures that misuse of any corporate credit card can be readily detected.

This review has been conducted and no issues are evident and all areas of compliance have been met.

STATUTORY ENVIRONMENT

S6.4 Local Government Act 1995, Part 6 – Financial Management
R34 Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Policy 2.15 – Corporate Credit Cards and;
Policy 2.9 Purchasing Policy

FINANCIAL IMPLICATIONS

Financial implications and performance to budget are reported to Council on a monthly basis. In this regard, expenditure must be in accordance with the 2016/2017 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: We want to strengthen our community’s position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government.
A representative model that reflects the community and acts on their aspirations.	Effective governance and advocacy by the Shire.

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal 5-1	Manage the Shire’s finances and financial service activities to ensure the continuous, sustained operation of Council.

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council in accordance with Attachment 8.1.3 endorse credit card payments made for the period 29 December 2016 to 27 January 2017 totally \$830.98:

COUNCIL RESOLUTION

(43/2017) Moved: Cr Pridham Seconded: Cr Praetz

That Council in accordance with Attachment 8.1.3 endorse credit card payments made for the period 29 December 2016 to 27 January 2017 totally \$830.98.

Carried 6/0

8.1.4 MONTHLY FINANCIAL REPORT – FEBRUARY 2017

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 March 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.4 - Monthly Financial Statement

SUMMARY

For Council to review and accept the monthly Financial Report for the month ending 28 February 2017.

BACKGROUND

The *Local Government (Financial Management) Regulation 34* states that a local government must prepare a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget for the month.

Variances between budgeted and actual expenditure including the required Material Variances (10% with a minimum value of \$10,000) are included in the variance report.

COMMENT

A variance report is included with the monthly financial statements as **Attachment 8.1.4**.

STATUTORY ENVIRONMENT

S6.4 Local Government Act 1995, Part 6 – Financial Management
R34 Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

FINANCIAL IMPLICATIONS

Monthly Statement of Financial Activity.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government.
A representative model that reflects the community and acts on their aspirations.	Effective governance and advocacy by the Shire.

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal 5-1	Manage the Shire's finances and financial service activities to ensure the continuous, sustained operation of Council.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accept the Statement of Financial Activity for the month ending 28 February 2017 included as Attachment 8.1.4 and as presented, along with notes of any material variances.

COUNCIL RESOLUTION

(44/2017) Moved: Hickey Cr Seconded: Cr Praetz

That Council accept the Statement of Financial Activity for the month ending 28 February 2017 included as Attachment 8.1.4 and as presented, along with notes of any material variances.

Carried 6/0

8.1.5. UNBUDGETED ITEM – BUILDING ASSETS DATA COLLECTION AND CONDITION ASSESSMENT

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 March 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	CM 0049
Attachment Reference:	Nil

SUMMARY

Council is requested to approve the unbudgeted expenditure for the engagement of a consultant to provide a building assets data collection and condition assessment.

BACKGROUND

All local governments are required to plan for the future of their district under s 5.56(1) of the *Local Government Act (Act)*.

Sections 5.56(1) and (2) of the *Act* outlines the minimum requirements to achieve this. The minimum requirement of the plan for the future is the development of:

- A Strategic Community Plan; and
- A Corporate Business Plan.

The Shire has engaged Moore Stephens for the assistance in the review of the Strategic Community Plan and Corporate Business Plan, as well as informing strategies Long Term Financial Plan, Asset Management Plan and Workforce Plan.

The Asset Management Plan (AMP) requires a great deal of improvements, to ensure the plan is detailed and linked to all other plans.

In order to develop a detailed and workable AMP, it has been recommended that a building assets data collection and condition assessment be completed. This assessment will allow staff to understand the current asset condition, providing current service levels and the asset maintenance and improvements required to retain the asset and the current level to meet future needs. This will assist in the development of future maintenance and capital programs, which will be linked to other plans, especially the Long Term Financial Plan.

COMMENT

Quotes have been sourced from suitably qualified consultants to provide the building assets data collection and condition assessment data for approximately 100 building assets. Quotations received ranged in price however two (2) quotations were within an acceptable amount from suitably qualified consultants at a price of approximately \$15,000.

Funds for the Integrated Planning and Reporting (IPR) consultant were included within the 2016/2017 annual budget.

However those funds have been allocated towards the consultation work provided by Moore Stephens. No budget allocation was provided for the building assets data collection and condition assessment.

STATUTORY ENVIRONMENT

Local Government Act 1995 s6.8

6.8 - Expenditure from municipal fund not included in annual budget

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

* Absolute majority required.

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

FINANCIAL IMPLICATIONS

An additional expenditure of approximately \$15,000 under COA 04118 – Member consultancy fees. Amount to be included in the budget review with an offset by other identified budget under expenditure, ensuring that the budget review surplus/deficit remains at \$0

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: We want to strengthen our community’s position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government.
A representative model that reflects the community and acts on their aspirations.	Effective governance and advocacy by the Shire.

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal 4-1	Develop Council appropriate policies that enable good: governance, development, services and growth

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council approves the appointment of a consultant to conduct a building assets data collection and condition assessment at a cost of \$15,000 and amends the 2016/2017 budget accordingly.

COUNCIL RESOLUTION

(45/2017) Moved: Cr Hardingham Seconded: Cr Pridham

That Council approves the appointment of a consultant to conduct a building assets data collection and condition assessment at a cost of \$15,000 and amends the 2016/2017 budget accordingly.

Carried 6/0

8.2. GOVERNANCE AND COMPLIANCE REPORTS

8.2.1. ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR THE MONTH OF FEBRAURY 2017

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 March 2017
Reporting Officer:	Holly Auld, Governance Officer - Records
Disclosure of Interest:	No interest to disclose
File Number:	Various
Attachments:	Attachment 8.2.1 - Status Report

SUMMARY

To report back to Council actions performed under delegated authority from the period 1 February to 28 February 2017.

BACKGROUND

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority for –

- Development Approvals issued
- Building Permits issued
- Health Approvals issued
- One off delegations to the Chief Executive Officer
- Affixing of Common Seal

COMMENT

The following tables outline the actions performed within the organisation relative to delegated authority from the period 1 February to 28 February 2017 and are submitted to Council for information.

Bushfire

No delegated decisions were undertaken by Shire pursuant to bushfire matters from the period 1 February to 28 February 2017.

Caravan parks and camp grounds

No delegated decisions were undertaken by Shire pursuant to caravan parks and camping grounds matters from the period 1 February to 28 February 2017.

Common Seal

No delegated decisions were undertaken by Shire pursuant to the common seal from the period 1 February to 28 February 2017.

Dangerous Goods Safety Act 2004

No delegated decisions were undertaken by Shire pursuant to the Food Act 2008 from the period 1 February to 28 February 2017.

Food Act 2008

No delegated decisions were undertaken by Shire pursuant to the Food Act 2008 from the period 1 February to 28 February 2017.

Hawkers, traders and stall holders

No delegated decisions were undertaken by Shire pursuant to Hawkers, traders and stall holder matters from the period 1 February to 28 February 2017.

Liquor Laws

No delegated decisions were undertaken by Shire pursuant to Liquor Control Act 1988 from the period 1 February to 28 February 2017.

Lodging houses

No delegated decisions were undertaken by Shire pursuant to lodging house matters from the period 1 February to 28 February 2017.

Power to Defer, Grant Discounts, Waive or Write Off Debts Waive fees

No delegated decisions were undertaken by Shire pursuant to waiving of fees from the period 1 February to 28 February 2017.

Public Buildings

No delegated decisions were undertaken by Shire pursuant to Health (Public Buildings) Regulations 1992 from the period 1 February to 28 February 2017.

Septic Tank Approvals

Date of decision	Decision Ref.	Decision details	Applicant	Other affected person(s)
27/02/2017	N/A	Approval for septic tank	Bruce & Michelle Turton	N/A

Planning Approval

No delegated decisions were undertaken by Shire pursuant to Planning & Development Act 2005 – Part 10 Div. 2 from the period 1 February to 28 February 2017.

Building Permits

Date of decision	Decision Ref.	Decision details	Applicant	Other affected person(s)
22/02/2017	N/A	Approval of Building Permit for pool and fence	Brad & Mandy Bootsma	N/A

STATUTORY ENVIRONMENT

Building Act 2011

Bushfire Act 1954

Dangerous Goods Safety (Explosives) Regulations 2007

Health Act 1991 – S.107; Health Act 1911, Part VI

Health (Public Buildings) Regulations 1992

Liquor Control Act 1988

Local Government Act 1995 - Section 9.49A

*Planning & Development Act 2005 – Part 10 Div. 2
Shire of Corrigin Planning Scheme No. 2 – Cl 8.8*

POLICY IMPLICATIONS

There are no known policies or policy implications relating to this Item.

FINANCIAL IMPLICATIONS

There are no known financial implications relating to this Item.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government
A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

COUNCIL MEETING STATUS REPORT

The following Status Report is for Council information only.

SHIRE OF CORRIGIN STATUS REPORT 2015/2016 AS AT 16 FEBRUARY 2017

MINUTE REFERENCE	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
8633 20/10/2015	The Chief Executive Officer to undertake an investigation that addresses the reinstatement of a 72 hour stopover area for self-contained Recreation Vehicles (RV's) in the town of Corrigin and for the resultant report to be provided to Council at the Chief Executive Officer's earliest possible convenience.	CEO	Assessment and referral to Council	In Progress – to form part of Economic and Tourism Strategy
20/2016 16/2/2016	That Council: <ol style="list-style-type: none"> 1. Adopt the draft "Planning Policy - Areas of Potential Flood Risk within the Corrigin Townsite" as included as Attachment 10.2.2(B) and 2. Advertise in accordance with clause 7.3 of the Shire of Corrigin Town Planning Scheme No. 2 (District Planning Scheme). 3. Directs that upon completion of the advertising period referred to in 1. above, the matter to be referred back to Council for further consideration. 4. Council to request the CEO investigate the cost of remodelling the "flood map" for clarification of flood risk in the area. 	<ol style="list-style-type: none"> 1. CEO 2. GEO 3. CEO 4. CEO 	<ol style="list-style-type: none"> 1. Noted 2. Advertising in Narrogin Observer 25/2/2016 3. Assessment and referral to CEO to refer back to Council 4. Council requested investigation by CEO 	<ol style="list-style-type: none"> 1. Completed 2. Completed 3. Pending 4. In Progress
173/2016 19/07/2016	That Council: <ol style="list-style-type: none"> 1. Note the Correspondence from the Corrigin Masonic Lodge No. 120 W.A.C. ('Lodge') as provided in Attachment 8.2.2 to this Report. 2. Resolve to request the Chief Executive Officer (CEO) to write to the Lodge: <ol style="list-style-type: none"> a) seeking confirmation that it would be prepared to sell the portion of Lot 178 Kirkwood Street, Corrigin (approximately 3m x 90 m) currently occupied as a 'laneway' for a nominal price of \$1; and b) advising that until the 'laneway' is eventually transferred to the Shire, the Lodge be reminded that it will need to ensure it has suitable public liability for the 'laneway'. 	<ol style="list-style-type: none"> 1. CEO 2. CEO 	<ol style="list-style-type: none"> 1. Noted 2. Letter sent 	<ol style="list-style-type: none"> 1. Noted 2. Completed

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	<p>3. Once written confirmation from the Lodge of the acceptance to sell the portion of Lot 178 (approximately 3m x 90 m) is confirmed and appropriate funds are included in the 2016/17 Budget, the Shire commences a survey to be undertaken followed by an application for Subdivision Approval from the Western Australian Planning Commission.</p> <p>4. Authorise the CEO to enter a part lease over Lot 178 Kirkwood St for an interim period covering the proposed PAW until such time as the creation and sale of the PAW is finalised.</p> <p>5. Should Subdivision Approval be received, the Shire President and Chief Executive Officer be authorised to enter into a contract of sale with appropriate use of the Common Seal and process the creation of the PAW reserve.</p>	<p>3. CEO</p> <p>4. CEO</p> <p>5. CEO</p>	<p>3. Lodge has offered laneway for \$1.</p> <p>4. Lease signed by Lodge</p> <p>5. Noted</p>	<p>3. Completed</p> <p>4. Completed</p> <p>5. To be carried out post subdivision approval</p>
202/2016 16/08/2016	<p>That Council:</p> <p>1. Endorse the re-appointment of Miss Taryn Dayman to the position of Deputy Chief Executive Officer for a five year term commencing on 16 August 2016 in accordance with the proposed Contract of Employment; and</p> <p>2. Authorise the President and Chief Executive Officer to affix the common seal to the new Contract of Employment.</p>	<p>1. CEO</p> <p>2. CEO</p>	<p>1. Noted</p> <p>2. DCEO advised</p>	<p>1. Noted</p> <p>2. Completed</p>
245/2016 15/11/2016	<p>That Council resolve to:</p> <p>1. Note the submissions received on the amended consolidated version of the Shire of Corrigin Town Planning Scheme No.2 (District Zoning Scheme) contained in Attachment 8.2.2B (Schedule of Submissions) and determine the submissions in accordance with the recommendations;</p> <p>2. Request the Minister for Planning's approval to modify the Shire of Corrigin Town Planning Scheme No.2 (District Zoning Scheme) in accordance with the recommendations contained in in Attachment 8.2.2B (Schedule of Submissions);</p> <p>3. Authorise the Chief Executive Officer to prepare and submit all the necessary documentation to the Western Australian Planning Commission requesting the Minister for Planning's approval to the recommended modifications to the Shire of Corrigin Town Planning Scheme No.2 (District Zoning Scheme) under section 87(2) of the Planning and Development Act 2005;</p>	<p>1. CEO</p> <p>2. CEO</p> <p>3. CEO</p>	<p>1. Noted</p> <p>2. Completed</p> <p>3. Completed</p>	<p>1. Noted</p> <p>2. Completed</p> <p>3. Completed</p>

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	<p>4. Authorise the Shire President and the Chief Executive Officer to affix the common seal of the Shire of Corrigin on the documents; and</p> <p>5. Should the Minister for Planning approve the proposed amendments under section 87(2) of the Planning and Development Act 2005, authorise the Chief Executive Officer to undertake to incorporate the approved amendments into the consolidated Scheme and arrange publication of the final consolidated version of the Shire of Corrigin Town Planning Scheme No.2 (District Zoning Scheme) in the Government Gazette in accordance with section 92(2) of the Planning and Development Act 2005.</p>	<p>4. CEO</p> <p>5. CEO</p>	<p>4. Awaiting final Approval</p> <p>5. Awaiting final Approval</p>	<p>4. Pending</p> <p>5. Pending</p>
270/2016 20/12/2016	That Council resolve to commence the road closure process for portions of Balyerling Road, Bulyee as referred in the Shire Report in accordance with Section 58 of the Land Administration Act 1997	1. CEO	1. Commenced	1. Agencies/ Advertising commenced
272/2016 20/12/2016	That Council with respect to the 'Municipal Heritage Inventory Review Working Group' ('Working Group') provided at Attachment 8.2.3B, authorise the Chief Executive Officer in consultation with the Chairperson to select the non-Councillor representatives for the Working Group.	1. Noted	1. Noted	1. Consultant appointed and Working Group formed
273/2016 20/12/2016	That Council: <p>1. Adopt the draft 'Consultant Brief for an Economic and Tourism Development Strategy for the Shire of Corrigin' provided at Attachment 8.2.4A.</p> <p>2. Adopt the Terms of Reference for the 'Economic and Tourism Development Strategy Working Group' provided at Attachment 8.2.4B.</p> <p>3. Nominate two Councillors (one as Chairperson) as Council representatives on the Working Group: Cr (Chairperson) Praetz; and Cr Pridham.</p> <p>4. Call for nominations through a local notice in the Windmill newspaper for industry representatives to sit on the 'Economic and Tourism Development Strategy Working Group', with the nominees requested to detail their specific interest/expertise and their contact details.</p>	<p>1. CEO</p> <p>2. CEO</p> <p>3. CEO</p> <p>4. CEO</p>	<p>1. Noted</p> <p>2. Noted</p> <p>3. Noted</p> <p>4. Completed</p>	<p>1. Noted</p> <p>2. Noted</p> <p>3. Noted</p> <p>4. Consultant appointed and Working Group formed</p>
275/2016 20/12/2016	That Council: <p>1. Is satisfied that that the Order issued pursuant to S.137 of the Health Act 1911 to amend or take down and remove the dwelling situated at Lot 13, No. 10 Goyder Street, Corrigin within 60 Days of receipt of the Notice and to ensure that the land is cleared to satisfaction of the Local Government has not been complied.</p>	1. CEO	1. Noted	1. Noted

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	<p>2. That Council confirms that since the owner of Lot 13, No. 10 Goyder Street, Corrigin has defaulted on the Order as referred to in 1. above that pursuant to s140 of the Health Act 1911 that the Shire proceed immediately to ensure the works required in the Order are complied and that appropriate action is taken to recover the costs of the work from the owner, or secure a charge against the property.</p> <p>3. Pursuant to s.3.25(1) and Schedule 3.1 of the Local Government Act 1995, the land at Lot 13, No. 10 Goyder Street, Corrigin be required that all disused materials, fallen trees and overgrown vegetation be removed to the Satisfaction of the Shire of Corrigin within thirty (30) days of the service of the Notice.</p> <p>4. Pursuant to s33 of the Bush Fires Act 1954, issue a notice on the land at Lot 13, No. 10 Goyder Street, Corrigin to be cleared of 'flammable material' to the satisfaction of the Shire of Corrigin.</p> <p>5. With respect to 1-4 above, authorise the Chief Executive Officer to:</p> <p>a. Initiate legal action against the Owner of the property known as Lot 13, No. 10 Goyder Street, Corrigin where the Notices referred are not complied within the specified time times;</p> <p>b. Carry out the requirements of the Notices where the Owner fails to comply within the specified time frames;</p> <p>c. Lodge a caveat over Lot 13, No. 10 Goyder Street, Corrigin so as to register an interest in the land due to costs incurred by the Shire; and</p> <p>d. Initiate necessary legal action against the owner of Lot 13, No. 10 Goyder Street, Corrigin to recover the costs incurred in enforcing the Notices.</p> <p>An amount of up to \$30,000 be re-allocated to enable the Notices issued under the Health Act 1911, Local Government Act 1995 and Bush Fires Act 1954 to be affected where the Owner fails to comply with the specified time frames.</p>	<p>2. CEO</p> <p>3. CEO</p> <p>4. CEO</p> <p>5. CEO</p> <p>6. CEO</p> <p>7. CEO</p> <p>8. CEO</p> <p>9. CEO</p>	<p>2. Noted</p> <p>3. Completed</p> <p>4. Completed</p> <p>5. Commenced</p> <p>6. Completed</p> <p>7. Completed</p> <p>8. Pending</p> <p>9. Noted</p>	<p>2. Noted</p> <p>3. Completed</p> <p>4. Completed</p> <p>5. Commenced</p> <p>6. Completed</p> <p>7. Completed</p> <p>8. Pending</p> <p>9. Noted</p>
<p>279/2016 20/12/2016</p>	<p>That Council, in pursuance of Section 75 of the Planning and Development Act 2005 (as amended), resolve to amend the Shire of Corrigin Local Planning Scheme No.2 by:</p> <p>1. Rezoning the northern portion of Lot 53 Kunjin Street (corner Corrigin-Kondinin Road), Corrigin comprising an area of approximately 5.69 hectares from 'Rural Residential' zone to 'Special Use' zone.</p>	<p>1. CEO</p>	<p>1. Documentation received and referred to EPA</p>	<p>1. EPA response received</p> <p>2. Advertising to commence</p>

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<p>2. Amending Schedule 3 - Special Use Zones of the Scheme Text by adding after Special Use No.8 the following Special Use No.9: No.</p> <p>Land Particulars The northern portion of Lot 53 Kunjin Street (corner Corrigin-Kondinin Road), Corrigin comprising an area of approximately 5.69 hectares.</p> <p>Permitted Uses</p> <ul style="list-style-type: none"> • Agricultural Machinery Display, Sales & Repairs. • Caretakers Dwelling • Uses ancillary to the permitted uses. <p>Standards/Conditions</p> <ul style="list-style-type: none"> • Set back of all buildings and works associated with Agricultural Machinery Display, Sales & Repairs (not including water tanks) to the western boundary is to be a distance of not less than 10m and landscaped to the satisfaction of Council. • Set back of caretakers dwelling to reflect Schedule No.4, Item 5. • No openings to buildings associated with Agricultural Machinery Display, Sales & Repairs to be established fronting the western boundary. • All other standards and conditions to be determined by Council. <p>3. Amending Schedule No.1 – Interpretations of the Scheme Text by adding the following definition: “Agricultural Machinery Display, Sales & Repairs – Means land and buildings used for the display, sale, maintenance and mechanical repair of new and second-hand agricultural/farming equipment, machinery and vehicles”.</p> <p>4. Amending the Scheme Map accordingly.</p> <p>5. The local government determining that this proposed amendment to the Shire of Corrigin Local Planning Scheme No.2 is a “Standard Amendment” under Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:</p> <ol style="list-style-type: none"> a) the amendment will have minimal impact on land in the scheme area that is not the subject of the amendment; and b) the amendment will not result in any significant environmental, social, economic or governance impacts in the scheme area. 			
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283/2016 20/12/2016	<p>That Council:</p> <ol style="list-style-type: none"> 1. Authorises the Chief Executive Officer to offer for sale by Public Tender, Lots 1-16 (inclusive) and 19-33 (inclusive) Granite Rise Estate, Corrigin as required by Section 3.58 of the Local Government Act 1995. 2. Requests the Chief Executive Officer to refer the matter back to Council at the conclusion of the Public Tender. 	1. CEO	1. Advertising commenced and closed 23 February 2017	1. Matter referred to the March 2017 Council meeting
05/2017 21/02/2017	<p>That Council:</p> <ol style="list-style-type: none"> 1. Acknowledge the request from the owners of Lot 52 Corrigin-Bruce Rock Road, Corrigin to have access over Lot 35 to Centenary Avenue. 2. For a trial period of 12 months, allow the owners of Lot 52 to: <ul style="list-style-type: none"> • have emergency access over portion Lot 35 to Centenary Avenue; • give way to all pedestrians on the access way and; • keep the centre bollard unlocked. 3. The trial period will commence once the owners have agreed in writing to the conditions in 2. above. <p>After the 12 month period, Council will assess the impact (if any) of the arrangement with the owners of Lot 52 and potentially consider a more long term arrangement.</p>	1. CEO	1. Noted	1. Applicant notified
14/2017 21/02/2017	<p>That Council:</p> <ol style="list-style-type: none"> 1. Nominates the following Councillors as local members on the Metropolitan Central Joint Development Assessment Panel (DAP), for the DAP term expiring on 26 April 2020: <ul style="list-style-type: none"> (a) Councillor Hickey; and (b) Councillor Baker. 2. Nominates the following Councillors as alternate (deputy) members on the Metropolitan Central Joint Development Assessment Panel (DAP) in the event that a local member is unavailable for a meeting, for the DAP term expiring on 26 April 2020: <ul style="list-style-type: none"> (a) Councillor Mason; and (b) Councillor Dickinson. 3. Requests the Chief Executive officer to provide details of the nominated DAP members and alternate (deputy) to the Minister for Planning for consideration and presentation to State Cabinet for approval. 	1. CEO	1. Noted	1. WAPC notified

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<p>15/2017 21/02/2017</p>	<p>Council resolves to make the following Delegations and Appointments:</p> <ol style="list-style-type: none"> 1. Delegation by the Council of the local government of Corrigin to the Chief Executive Officer, for the appointment of 'authorised officer/s' under section 9.10(1) and authority to the giving of infringement notice/s under section 9.16 by the authorised officer/s pursuant to the Local Government Act 1995 for the purpose of the administration of the Shire of Corrigin Animal Environment and Nuisance Local law 2016; 2. The Council of the local government of Corrigin pursuant to the Local Government Act 1995 Subdivision 2 - Infringement notices, so appoints the Chief Executive Officer as an authorised officer for the functions of: <ol style="list-style-type: none"> i. Section 9.17. Notice, content of – to authorise persons for the purposes of receiving payment of modified penalties; ii. Section 9.19. Extension of time; and iii. Section 9.20. Withdrawal of notice. <p>This appointment is to be effected by instrument in writing and signed by the Shire President of the local government of Corrigin;</p> 3. Delegation by the Council of the local government of Corrigin to the Chief Executive Officer, as detailed in Attachment 8.2.3B, for the purpose of designating authorised officers, appointing environmental health officers and the appointment of authorised officers to issue infringement notices pursuant to the Health (Asbestos) Regulations 1992; and 4. The Council of the local government of Corrigin appoints the Chief Executive Officer as an 'approved officer' pursuant to Regulation 15D(5) of the Health (Asbestos) Regulations 1992 for the purposes of Part 2 of the Criminal Procedure Act 2004 as the person authorised to extend the period to pay or withdraw an infringement notice. This appointment is to be effected by instrument in writing and signed by the Shire President of the local government of Corrigin. 	<p>1. CEO</p>	<p>1. Noted</p>	<p>1. Officers notified of delegation arrangements</p>
<p>16/2017 21/02/2017</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Commence the procedure to close the unconstructed right of way abutting Lots 469 and 502 (Reserve 33565) Goyder Street, Corrigin by advertising the proposal in accordance with the provisions of s52 of the Land Administration Act 1997. 	<p>1. CEO</p>	<p>1. Noted</p>	<p>1. Advertising commenced and will be reported back to Council</p>

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	2. Request the Chief Executive Officer to provide Council with a further report after advertising, addressing any submissions received either for or against the closure of the unconstructed right of way referred to in 1. above.			
17/2017 21/02/2017	That Council: 1. Request that the Office of Bushfire Risk Management consider amending the bush fire prone area mapping for the Corrigin townsite as identified in this Report as the 'Suggested Reviewed Sites' extended to include the properties South of Kunjin Stand East of Granite Rise (Note: Council modified the Staff recommendation to include properties South of Kunjin Stand East of Granite Rise on the basis that there were largely cleared of vegetation.)	1. CEO	1. Noted	1. Office of Bushfire Risk Management notified
18/2017 21/02/2017	That Council adopt the Incident Management and Business Continuity Response Plan and Incident Management and Business Continuity Response Procedures Manual as provided in Attachment 8.2.7A & 8.2.7B.	1. CEO	1. Noted	2. Noted
19/2017 21/02/2017	That Council appoints Miss Taryn Dayman to the position of Chief Executive Officer (Acting) for the period from Monday 27 March 2017 until Friday 7 April 2017.	1. CEO	1. Noted	1. Noted

OFFICER'S RECOMMENDATION

That Council accept the report outlining the actions performed under delegated authority for the period 1 February to 28 February 2017 and receive the Status Report as at 14 March 2017.

COUNCIL RESOLUTION

(46/2017) Moved: Cr Hardingham Seconded: Cr Hickey

That Council accept the report outlining the actions performed under delegated authority for the period 1 February to 28 February 2017 and receive the Status Report as at 14 March 2017.

Carried 6/0

8.2.2. GENERAL COMPLIANCE REPORTING – FEBRUARY 2017

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 March 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	N/A
Attachment Reference:	Attachment 8.2.2 - General Compliance Report

SUMMARY

Council is requested to acknowledge the General Compliance Report for February 2017 and recommended outcomes (noting that this is first Compliance Report provided to Council).

BACKGROUND

The purpose of the report is to record the ongoing local government compliance on a monthly basis so as to provide Council surety that all known compliance and operational requirements are being addressed as part of staff workloads and to that degree, an ongoing of internal audit is being completed on a monthly basis.

As the month progresses, staff in conjunction with the Chief Executive Officer (CEO) or Deputy CEO will undertake the analysis of the work required and determine the extent of action needed that will be required to complete items. During Agenda week the monthly report/list is reviewed to ensure compliance items are completed and can be reported to Council. Accordingly, only matters of 'non-compliance' are provided with specific comment in this report.

A 'compliance calendar' has been established for the administration staff member detailing their compliance requirements for the month.

COMMENT

This report addresses general compliance matters for February 2017 and refers to the majority of compliance and operation issues that are required throughout the year (Note **Attachment 8.2.2**). It is noted that this process is not definitive as each month additional items and/or actions may be identified and are then added to the monthly checklist workload. Some items may not always be completed each month and will be suitably notated.

There are no identified matters of non-compliance to report for the month of February 2017

STATUTORY ENVIRONMENT

There are no statutory obligations.

POLICY IMPLICATIONS

There are no known policy implications relating to this report or the officer's recommendation.

FINANCIAL IMPLICATIONS

In the generation of the report or the officer's recommendation, there are no known budget or financial implications. However, there may be items that require additional administrative effort to complete or require external assistance to resolve. In those cases, individual financial implications will be reported.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community’s position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government
A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Social Development

Strategic Community Plan link	Strategies
Goal 4	Councils actively engage and work with key stakeholders and strategic partners to advocate on behalf of the Shire
	Develop a community engagement approach to guide Council engagement with the Shires residents

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council acknowledge the General Compliance Report for February 2017 and Attachment 8.2.2.

COUNCIL RESOLUTION

(47/2017) Moved: Cr Pridham Seconded: Cr Hardingham

That Council acknowledge the General Compliance Report for February 2017 and Attachment 8.2.2.

Carried 6/0

8.2.3. TENDER FOR SALE OF LAND – LOTS 1-16 AND 18-33 GRANITE RISE ESTATE, CORRIGIN

Applicant:	Shire of Corrigin
Location:	Corrigin Townsite
Date:	21 March 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	RFT 01/2017
Attachment Reference:	Nil

SUMMARY

This item relates to the outcome of disposing of 32 lots at the Granite Rise Estate Corrigin under public tender in accordance with s3.58 of the *Local Government Act 1995*.

BACKGROUND

As part of its long term development program for Corrigin, the Shire developed a 32 residential lots subdivision known as Granite Rise Estate. Council has made allowance in the 2015/16 Budget for the sale of the Granite Rise Estate based on the reserve price for the lots as determined by Council in August 2014. When disposing of property, a local government is required to comply with the provisions of s3.58 of the *Local Government Act 1995* whereby local government property is to be sold by public auction or tender.

The *Local Government (Functions and General) Regulations* (Reg. 30) allows for the sale of property other than by tender or public auction provided it is undertaken within six months of Council putting the sale of land out for public tender. At the Ordinary meeting of 21 February 2016, Council resolved as follows:

“That Council:

- 1. Authorises the Chief Executive Officer to offer for sale by Public Tender, Lots 1-16 (inclusive) and 18-33 (inclusive) Granite Rise Estate, Corrigin as required by Section 3.58 of the Local Government Act 1995.*
- 2. Requests the Chief Executive Officer to refer the matter back to Council at the conclusion of the Public Tender.”*

COMMENT

The Shire has pursued the sale of lots under a public Tender (01/2017) through State wide advertising in the *West Australian* and *Narrogin Observer* newspapers and on Shire notice boards. However, no tenders were received. Council would also be aware that demand for residential land at Granite Rise has not been strong and for the foreseeable future, demand will continue to be weak until a new economic driver within the locality is established.

Lot No.	Street No.	Street Name	Area (m²)	Reserve Price (inc-GST)
1	8	Lawton Way	802	\$ 54,900
2	6	Lawton Way	801	\$ 54,800
3	4	Lawton Way	871	\$ 59,600
4	2	Lawton Way	887	\$ 66,700
5	8	Haydon Close	822	\$ 62,300
6	6	Haydon Close	874	\$ 59,800
7	4	Haydon Close	805	\$ 55,100
8	2	Haydon Close	805	\$ 55,100
9	1	Haydon Close	757	\$ 51,800
10	3	Haydon Close	775	\$ 53,100
11	5	Haydon Close	723	\$ 49,500
12	7	Haydon Close	715	\$ 55,000
13	8	Price Retreat	724	\$ 55,600
14	6	Price Retreat	769	\$ 52,700
15	4	Price Retreat	776	\$ 53,100
16	2	Price Retreat	756	\$ 51,800
18	12	Lawton Way	813	\$ 55,600
19	3	Abe Way	928	\$ 63,500
20	5	Abe Way	930	\$ 63,700
21	7	Abe Way	931	\$ 63,700
22	1	Lindsay Rise	789	\$ 54,000
23	3	Lindsay Rise	742	\$ 50,800

Lot No.	Street No.	Street Name	Area (m2)	Reserve Price (inc-GST)
24	5	Lindsay Rise	747	\$ 51,100
25	2	Lindsay Rise	1490	\$ 102,000
26	4	Lindsay Rise	1517	\$ 103,700
27	6	Lindsay Rise	1516	\$ 103,800
28	8	Lindsay Rise	1516	\$ 103,800
29	10	Lindsay Rise	1515	\$ 103,800
30	12	Lindsay Rise	1515	\$ 103,700
31	14	Lindsay Rise	1515	\$ 103,700
32	16	Lindsay Rise	1508	\$ 103,200
33	18	Lindsay Rise	1380	\$ 100,400

It is considered appropriate to follow a similar arrangement for pricing of lots as provided for in the Tender 01/2017.

It is noted that Tender process has again not had an outcome where any tender bids have been received. Council may wish to consider other means to encourage land sales and in this regard, it may be appropriate to refer the sale of land at Granite Rise to the Working Group and consultant associated with the Economic and Tourism Strategy for advice and consideration.

STATUTORY ENVIRONMENT

Local Government Act 1995 – Section 3.58 disposing of property.

3.58. Disposing of property

- (1) *In this section –*
 - dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;
 - property** includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) *Except as stated in this section, a local government can only dispose of property to –*
 - (a) *the highest bidder at public auction; or*
 - (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property –*
 - (a) *it gives local public notice of the proposed disposition –*
 - (i) *describing the property concerned; and*
 - (ii) *giving details of the proposed disposition; and*
 - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*

and
 - (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include –*
 - (a) *the names of all other parties concerned; and*
 - (b) *the consideration to be received by the local government for the disposition; and*
 - (c) *the market value of the disposition –*
 - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*

- (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*
- (5) *This section does not apply to —*
 - (a) *a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*
 - (b) *a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*
 - (c) *anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
 - (d) *any other disposition that is excluded by regulations from the application of this section.*

Local Government (Functions and General) Regulations

30. *Dispositions of property excluded from Act s. 3.58*

- (1) *A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*
- (2) *A disposition of land is an exempt disposition if —*
 - (a) *the land is disposed of to an owner of adjoining land (in this paragraph called the **transferee**) and —*
 - (i) *its market value is less than \$5 000; and*
 - (ii) *the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;*
 - or*
 - (b) *the land is disposed of to a body, whether incorporated or not —*
 - (i) *the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*
 - (ii) *the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;*
 - or*
 - (c) *the land is disposed of to —*
 - (i) *the Crown in right of the State or the Commonwealth; or*
 - (ii) *a department, agency, or instrumentality of the Crown in right of the State or the Commonwealth; or*
 - (iii) *another local government or a regional local government;*
 - or*
 - (d) *it is the leasing of land to an employee of the local government for use as the employee's residence; or*
 - (e) *it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land; or*
 - (f) *it is the leasing of land to a person registered under the Health Practitioner Regulation National Law (Western Australia) in the medical profession to be used for carrying on his or her medical practice; or*
 - (g) *it is the leasing of residential property to a person.*
- (2a) *A disposition of property is an exempt disposition if the property is disposed of within 6 months after it has been —*
 - (a) *put out to the highest bidder at public auction, in accordance with section 3.58(2)(a) of the Act, but either no bid is made or any bid made does not reach a reserve price fixed by the local government; or*
 - (b) *the subject of a public tender process called by the local government, in accordance with section 3.58(2)(b) of the Act, but either no tender is received or any tender received is unacceptable; or*

- (c) *the subject of Statewide public notice under section 3.59(4) of the Act, and if the business plan referred to in that notice described the property concerned and gave details of the proposed disposition including –*
- (i) *the names of all other parties concerned; and*
 - (ii) *the consideration to be received by the local government for the disposition; and*
 - (iii) *the market value of the disposition as ascertained by a valuation carried out not more than 12 months before the proposed disposition.*
- (2b) *Details (see section 3.58(4) of the Act) of a disposition of property under subregulation (2a) must be made available for public inspection for at least 12 months from the initial auction or tender, as the case requires.*
- (3) *A disposition of property other than land is an exempt disposition if –*
- (a) *its market value is less than \$20 000; or*
 - (b) *the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75 000.*

POLICY IMPLICATIONS

There are no known policy implications in relation to this item

FINANCIAL IMPLICATIONS

There are no known financial implications in relation to this item

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: Transparent decision-making is important to us

Strategy	Outcome
Ensure active engagement with the community to inform decision-making	Community contribution to how local issues are managed

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
L Goal Five - 1	Manage the Shire's finances and financial service activities to ensure the continuous, sustained operation of Council

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Notes that no tenders were received for 'Tender 01/2017 – Sale of Land Granite Rise Estate'.*

2. *Delegates authority to the Chief Executive Officer to accept offers to purchase lots, received within the six months following the close of Tender 01/2017 – Sale of Land Granite Rise Estate that are equal to or greater than the reserve price for lots as follows:*

Lot No.	Street No.	Street Name	Area (m²)	Reserve Price (inc-GST)
1	8	Lawton Way	802	\$ 54,900
2	6	Lawton Way	801	\$ 54,800
3	4	Lawton Way	871	\$ 59,600
4	2	Lawton Way	887	\$ 66,700
5	8	Haydon Close	822	\$ 62,300
6	6	Haydon Close	874	\$ 59,800
7	4	Haydon Close	805	\$ 55,100
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9	1	Haydon Close	757	\$ 51,800
10	3	Haydon Close	775	\$ 53,100
11	5	Haydon Close	723	\$ 49,500
12	7	Haydon Close	715	\$ 55,000
13	8	Price Retreat	724	\$ 55,600
14	6	Price Retreat	769	\$ 52,700
15	4	Price Retreat	776	\$ 53,100
16	2	Price Retreat	756	\$ 51,800
18	12	Lawton Way	813	\$ 55,600
19	3	Abe Way	928	\$ 63,500
20	5	Abe Way	930	\$ 63,700
21	7	Abe Way	931	\$ 63,700
22	1	Lindsay Rise	789	\$ 54,000
23	3	Lindsay Rise	742	\$ 50,800
24	5	Lindsay Rise	747	\$ 51,100
25	2	Lindsay Rise	1490	\$ 102,000
26	4	Lindsay Rise	1517	\$ 103,700
27	6	Lindsay Rise	1516	\$ 103,800
28	8	Lindsay Rise	1516	\$ 103,800
29	10	Lindsay Rise	1515	\$ 103,800
30	12	Lindsay Rise	1515	\$ 103,700
31	14	Lindsay Rise	1515	\$ 103,700
32	16	Lindsay Rise	1508	\$ 103,200
33	18	Lindsay Rise	1380	\$ 100,400

3. *Re-appoints Ralph Bolton of Landmark Realty as exclusive selling agent for the Granite Rise Estate.*
4. *Should any offers be received less than the reserved price as established in 2. above, the Chief Executive Officer be requested to refer the offers to Council for consideration.*
5. *Request the Working Group and consultant associated with the Economic and Tourism Strategy to consider other means to encourage land sales at Granite Rise as part of its overall deliberations.*

COUNCIL RESOLUTION

(48/2017) Moved: Cr Hardingham Seconded: Cr Praetz

That Council:

1. Notes that no tenders were received for 'Tender 01/2017 – Sale of Land Granite Rise Estate'.
2. Delegates authority to the Chief Executive Officer to accept offers to purchase lots, received within the six months following the close of Tender 01/2017 – Sale of Land Granite Rise Estate that are equal to or greater than the reserve price for lots as follows:

Lot No.	Street No.	Street Name	Area (m ²)	Reserve Price (inc-GST)
1	8	Lawton Way	802	\$ 54,900
2	6	Lawton Way	801	\$ 54,800
3	4	Lawton Way	871	\$ 59,600
4	2	Lawton Way	887	\$ 66,700
5	8	Haydon Close	822	\$ 62,300
6	6	Haydon Close	874	\$ 59,800
7	4	Haydon Close	805	\$ 55,100
8	2	Haydon Close	805	\$ 55,100
9	1	Haydon Close	757	\$ 51,800
10	3	Haydon Close	775	\$ 53,100
11	5	Haydon Close	723	\$ 49,500
12	7	Haydon Close	715	\$ 55,000
13	8	Price Retreat	724	\$ 55,600
14	6	Price Retreat	769	\$ 52,700
15	4	Price Retreat	776	\$ 53,100
16	2	Price Retreat	756	\$ 51,800
18	12	Lawton Way	813	\$ 55,600
19	3	Abe Way	928	\$ 63,500
20	5	Abe Way	930	\$ 63,700
21	7	Abe Way	931	\$ 63,700
22	1	Lindsay Rise	789	\$ 54,000
23	3	Lindsay Rise	742	\$ 50,800
24	5	Lindsay Rise	747	\$ 51,100
25	2	Lindsay Rise	1490	\$ 102,000
26	4	Lindsay Rise	1517	\$ 103,700
27	6	Lindsay Rise	1516	\$ 103,800
28	8	Lindsay Rise	1516	\$ 103,800
29	10	Lindsay Rise	1515	\$ 103,800
30	12	Lindsay Rise	1515	\$ 103,700
31	14	Lindsay Rise	1515	\$ 103,700
32	16	Lindsay Rise	1508	\$ 103,200
33	18	Lindsay Rise	1380	\$ 100,400

3. Re-appoints Ralph Bolton of Landmark Realty as exclusive selling agent for the Granite Rise Estate.
4. Should any offers be received less than the reserved price as established in 2. above, the Chief Executive Officer be requested to refer the offers to Council for consideration.
5. Request the Working Group and consultant associated with the Economic and Tourism Strategy to consider other means to encourage land sales at Granite Rise as part of its overall deliberations.

Carried 6/0

8.2.4. SUBDIVISION APPLICATION WAPC NO: 154863 - LOT NO'S 202, 203 AND 3 DRY WELL ROAD CORRIGIN

Applicant:	Peter Gow on behalf of Strathmore Pty Ltd
Location:	Lot No's 202, 203, 3 Dry Well Road Corrigin
Date:	12 March 2016
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	A215
Attachment Reference:	N/A

SUMMARY

Council is requested to provide comment of support to the Western Australian Planning Commission (WAPC) in respect of the subdivision Lot No's 202, 203 and 3 Dry Well Road Corrigin.

BACKGROUND

Subdivision Application Process

Application to the WAPC for subdivision approval is initiated by a landowner and/or applicant. Application forms, any explanatory documents and plan(s) are lodged with the WAPC and assessed on its behalf by the Department of Planning. If the WAPC is of the opinion that the subdivision may affect the functions of a local government, utility provider or public agency, it may (under s142 of the *Planning and Development Act 2005*) refer the application for objections and recommendations. In reality, almost all subdivision applications are referred.

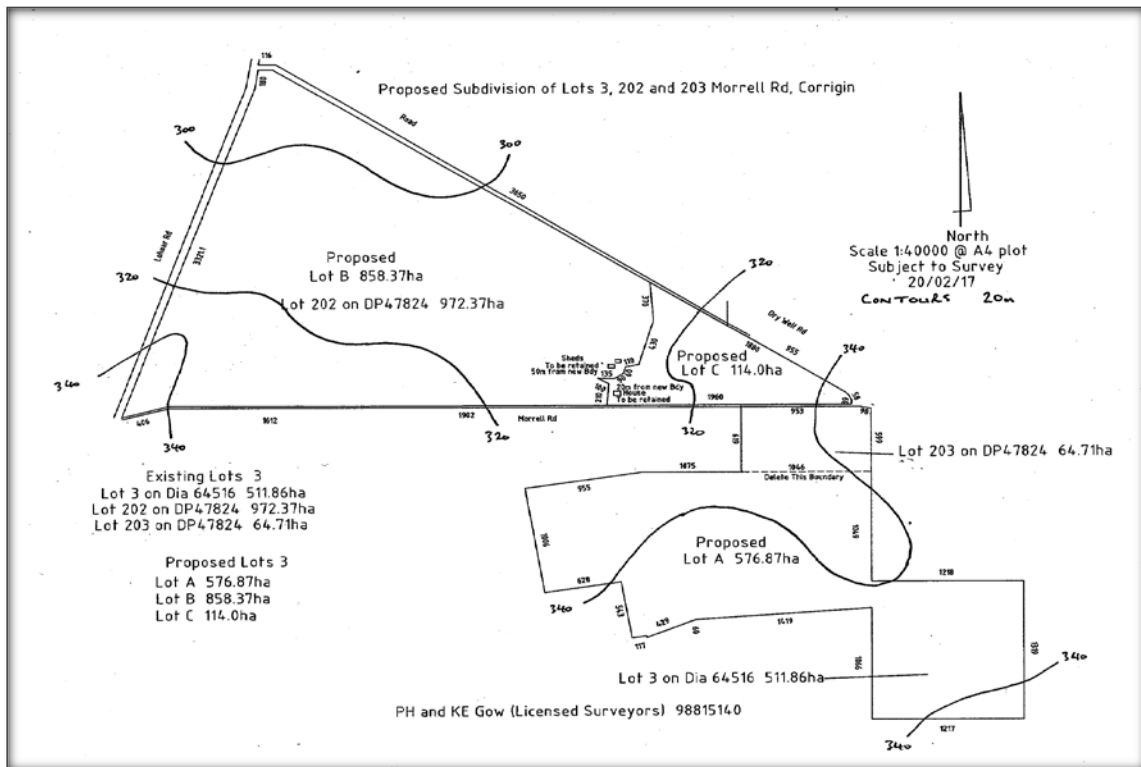
The Act provides referral agencies with 42 days to respond, unless otherwise agreed, and if referral advice is not received in this timeframe there is deemed to be no objection and no requested conditions. The WAPC may consider some referral agencies' advice to be critical to the assessment of an application, and on that basis can provide referral agencies with additional time to provide a recommendation. The Department assesses the application, recommending to the WAPC that the application be refused or approved with or without conditions (using the Model Subdivisions Schedule as a basis for the condition setting). In accordance with s 145 of the *Planning and Development Act 2005* an approval may be granted for a 'prescribed period', which is defined as four years for applications involving more than five lots (excluding common property) and three years in any other case. The subdivision can be constructed in accordance with the approval conditions.

The landowner and/or applicant is responsible for obtaining the 'clearance' from the agency prescribed with the responsibility for 'clearing' the relevant condition. Additionally, they are responsible for advising the WAPC that the requirements of the condition have been fulfilled so that the WAPC are able to endorse the diagram or plan of survey of subdivision. Subdivision conditions are to be drafted to include a clearance agency and when no clearance agency is nominated the WAPC is the nominated clearing agency. As all subdivision conditions are to the satisfaction of the WAPC, the WAPC will arbitrate if there is a dispute as to the clearance requirements.

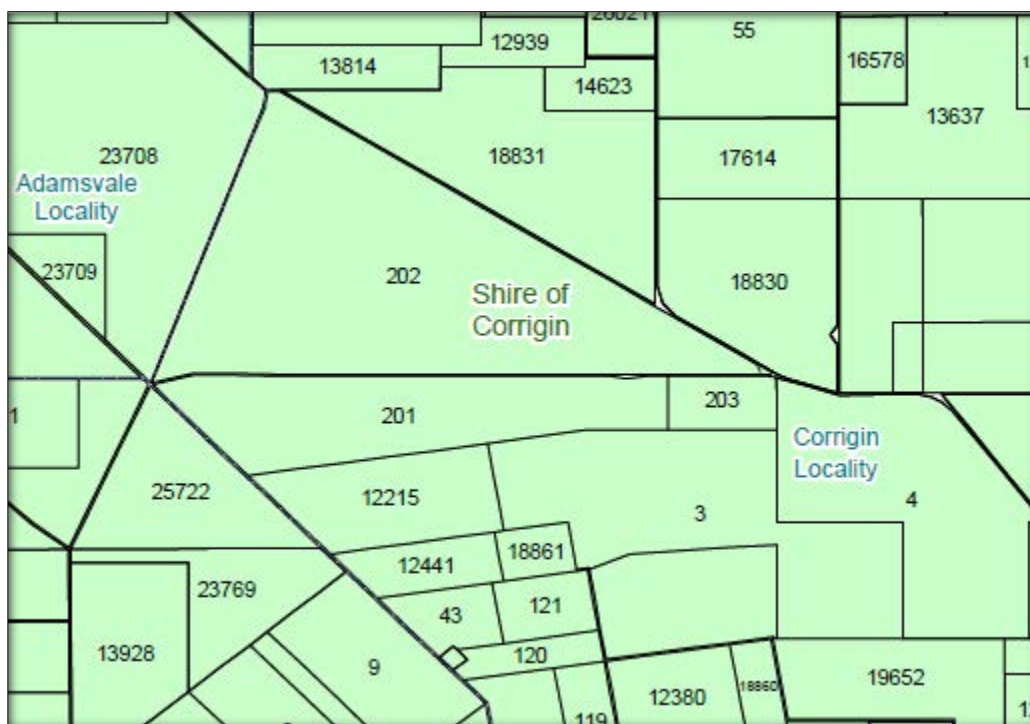
COMMENT

Subdivision Application WAPC 154863

Subdivision Application WAPC 154863 seeks a boundary realignment of the land (classified as 'subdivision') to enable the house on Lot 202 to be retained on a smaller title (proposed Lot C) with the existing sheds on a separate title (proposed Lot B). The proposed subdivision will not create any new or additional building entitlements.



The land is zoned 'Rural' zone under the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No. 2).



TPS No. 2 has the following Objectives and provisions relevant to the application:

"3.5.4 Rural Zone

The use of land in any Rural Zone shall be consistent with the following objectives:-

- a) To ensure that a right of vehicular access unfettered as to time place and circumstance exists to any land which is the subject of any application for planning approval.*

- b) To ensure the preservation of the rural character and rural appearance of land within the zone.
- c) To protect the economic viability of rural zoned land via support only for subdivision or re-subdivision which enables the retention or promotion of lot or location sizes, which relate to the general farming activity in any particular locality of the Shire.

7.4.4 General Local Rural Policy

In considering any support for the subdivision and/or development of Rural Zoned Land, within the Shire, Council shall in addition to the provisions of the Scheme, have regard to:-

- a) The objectives for the Rural Zone laid down in Clause 3.5.4.
- b) Possible conflict between incompatible land uses as a result of subdivision and/or development within the Rural Zone.
- c) The fact that the existence of more than one dwelling house on a Rural Zoned Lot location should not be construed as a basis for Council support to the subdivision of the lot/location.
- d) Inappropriate subdivision and/or development generating problems relating to land drainage, water supply, bush fire safety and inadequate road access, which could result in additional cost to the community at large.”

It is noted that lots are located within *State Planning Policy SPP3.7 Planning in Bushfire Prone Areas*. This provides the foundation for land use planning to address bushfire risk management in Western Australia. As the subdivision does not create any additional lots, it is suggested that the Council recommend to the WAPC that it not apply a Bushfire Attack Level Assessment in this instance as any future approvals for dwellings etc will still be applicable. The application is in keeping with the provisions of TPS No. 2. In this regard, it is considered appropriate that Council not oppose the application and advise the WAPC that the Shire does not seek to impose any conditions.

STATUTORY ENVIRONMENT

Local Government Act 1995

Shire of Corrigin Town Planning Scheme No. 2

Planning & Development Act 2005

State Planning Policy SPP3.7 Planning in Bushfire Prone Areas

POLICY IMPLICATIONS

Council does not have a policy in relation to this item.

FINANCIAL IMPLICATIONS

There are no known significant financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023:

6.1 Focus area one: Economic Development

Goal Three: We want a sustainable agricultural sector supporting our local economy

Strategy	Outcome
Work with Federal and State Government to support the growth of the agricultural sector	A sustainable and progressive local government

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Not object to subdivision application Western Australian Planning Commission (WAPC) No. 154863 from Peter Gow on behalf of Strathmore Pty Ltd for Lot No's 202, 203, 3 Dry Well Road Corrigin and does not seek to impose any conditions.*
2. *Suggest to the WAPC that it not apply a Bushfire Attack Level Assessment to Subdivision No. 154863 in this instance as the subdivision does not create any additional lots and a Bushfire Attack Level Assessment will still be applicable in any future approvals for dwellings etc.*
3. *Request the Chief Executive Officer to advise the WAPC of 1 and 2. above and provide the WAPC with a copy of the Shire report.*

COUNCIL RESOLUTION

(49/2017) Moved: Cr Praetz Seconded: Cr Hickey

That Council:

1. ***Not object to subdivision application Western Australian Planning Commission (WAPC) No. 154863 from Peter Gow on behalf of Strathmore Pty Ltd for Lot No's 202, 203, 3 Dry Well Road Corrigin and does not seek to impose any conditions.***
2. ***Suggest to the WAPC that it not apply a Bushfire Attack Level Assessment to Subdivision No. 154863 in this instance as the subdivision does not create any additional lots and a Bushfire Attack Level Assessment will still be applicable in any future approvals for dwellings etc.***
3. ***Request the Chief Executive Officer to advise the WAPC of 1 and 2. above and provide the WAPC with a copy of the Shire report.***

Carried 6/0

8.2.5. PLANNING APPLICATION – PROPOSED PARKING AND (ONE WAY) ACCESS WITHIN BOTH LOT 377 AND PORTION OF WALTON STREET ROAD RESERVE, CORRIGIN

Applicant:	Corrigin Engineering Pty Ltd
Location:	Lot 377 and portion of Walton Street, Corrigin
Date:	15 March 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	A1026
Attachment Reference:	N/A

SUMMARY

Council is requested to approve parking within Lot 377 and (one way) access within portion of Walton Street Road Reserve, Corrigin.

BACKGROUND

Lot 377 Walton Street Corrigin is occupied by Corrigin Engineering Pty Ltd. Walton Street is a conditional Restricted Access Vehicle (RAV) 7 route under MRWA's RAV Network. With Council approval, the company erected its administration office on Lot 377 with a 5 metre setback from the Walton Street boundary.



Although the setback is acceptable in both building and town planning provisions, it does not provide adequate allowance for workable onsite parking. The company is requesting Council consent to allow for a portion of the Walton Street Road Reserve to be used for 'one way' access to 45⁰ parking for the company and its clients. The arrangement sought would require entry from an existing crossover and a new (one way) exit to Walton Street. The applicant is to provide a steel barrier between the parking and the bitumen seal of Walton Street (which is not clearly shown on the submitted plan) to ensure that access can only be obtained from the crossover.

COMMENT

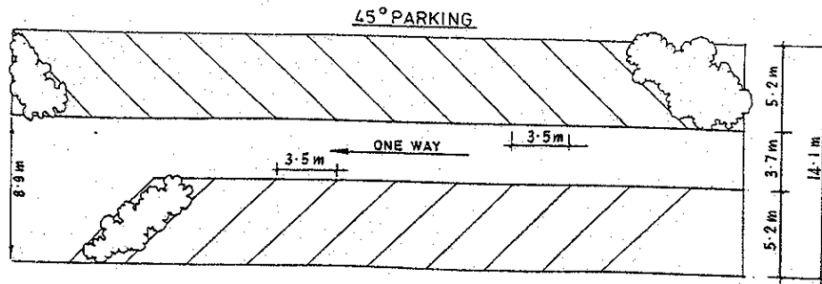
The land is zoned 'Industry' zone under the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No. 2). TPS No. 2 has the following Objectives and provisions relevant to the application:

"3.5.3 Industrial Zone

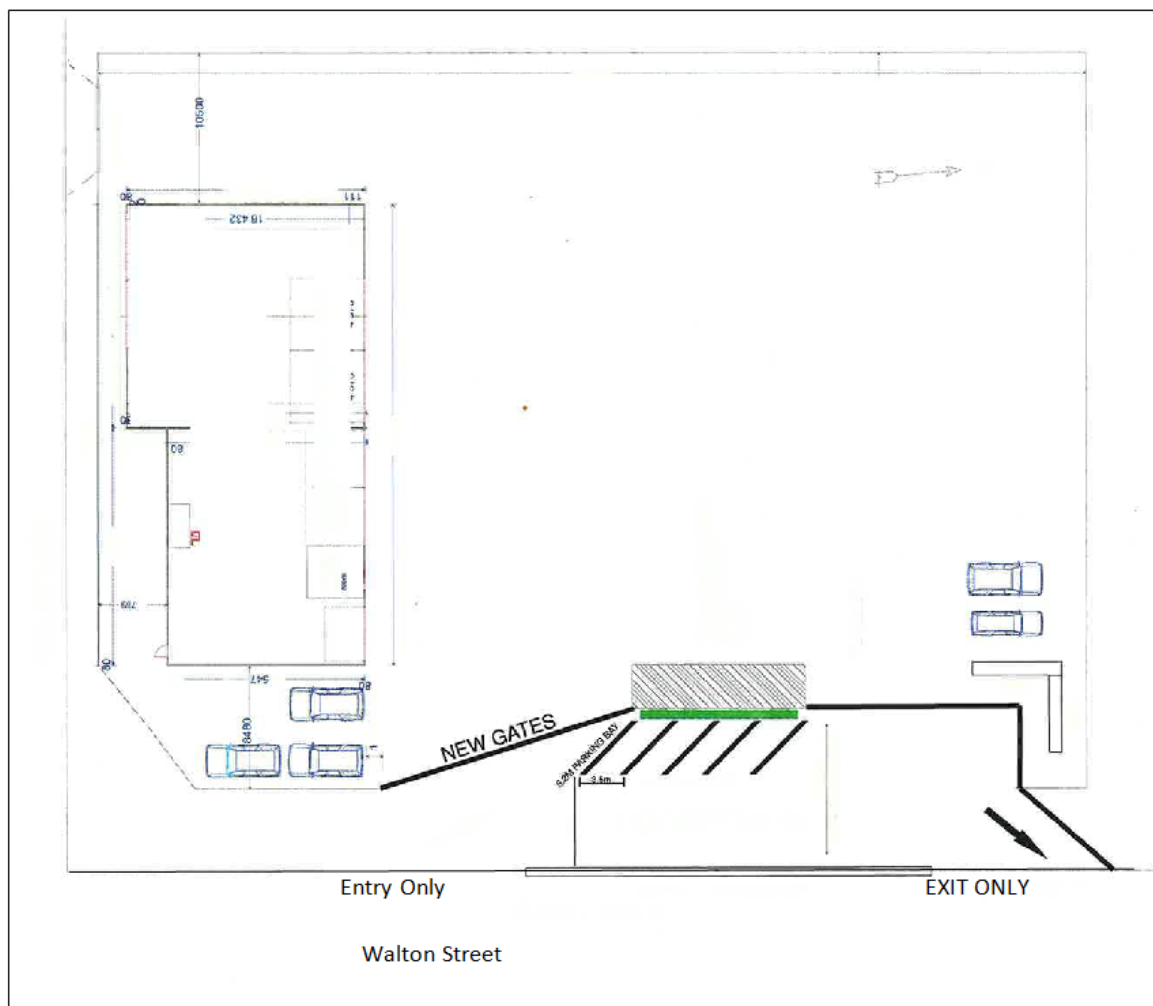
In controlling development within the Industrial Zone, Councils objectives are to:-

- (a) Encourage the consolidation and improvement of industrial development into an area which has been appropriately located and serviced for that purpose.
- (b) Protect the amenity of zones abutting the industrial zone via the establishment of landscaped buffers and the imposition of landscape and setback land use conditions on any planning approval issued for industrial development, in conformity with the provisions of Schedule No. 7.
- (c) Ensure that no person erects a building in this zone, unless the facade of the building is constructed of and/or clad in a building material, to a design and specification approved by Council."

The minimum car parking layout specifications are provided in Schedule No. 6 of TPS 2as follows:



Whilst the parking arrangements as sought are not ideal as land users should ensure that all parking is provided on site, the proposal is considered to be a reasonable and workable compromise of ensuring all parking is available away from Walton Street.



It is considered that a conditional approval be issued addressing matters such as access, signage and implementation of a barrier to Walton Street before the parking can be accessed.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Local Government (Uniform Local Provisions) Regulations 1996

“17. Private works on, over, or under public places — Sch. 9.1 cl. 8

(1) A person must not, without lawful authority, construct anything on, over, or under a public thoroughfare or other public place that is local government property.”

Shire of Corrigin Town Planning Scheme No.2

POLICY IMPLICATIONS

There are no known policy implications in relation to this item.

FINANCIAL IMPLICATIONS

There are no known significant financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: Transparent decision-making is important to us

Strategy	Outcome
Maintain a strong customer focus	Effective communication on key decisions

Goal Five: We want to strengthen our community’s position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

- Approves the application for planning approval submitted by Corrigin Engineering Pty Ltd for the parking and (one way) access within both Lot 377 and portion of Walton Street Road Reserve, Corrigin in accordance with the details of the plans submitted in support of the application subject to compliance with the following conditions and advice notes:*

Conditions

1. *The provision of parking shall be in accordance with the plan endorsed to this Planning Approval.*
2. *Parking will only commence when the following has been established to the satisfaction of the Shire of Corrigin:*
 - *both crossovers are sealed;*
 - *the steel barrier between the parking area and the bitumen seal to Walton Street has been erected;*
 - *'no entry' signage has been erected facing Walton Street at the northern crossover; and*
 - *'45° parking' signs (x2) have been erected facing the parking area.*
3. *No loading is permitted from the approved parking area.*

Advice Notes

1. *The development is to be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Corrigin having first been sought and obtained.*
 2. *Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Town Planning Scheme No.2 and may result in legal action being commenced by the local government.*
 3. *If the applicant/landowner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made to SAT within 28 days of the determination.*
2. *Pursuant to s17 of the Local Government (Uniform Local Provisions) Regulations 1996 Council agrees to 'private works' over the Walton Street Road Reserve in the form of an access way subject to the conditions defined in Planning Approval referred in 1 above.*

COUNCIL RESOLUTION

(50/2017) Moved: Cr Dickinson Seconded: Cr Praetz

That Council:

1. ***Approves the application for planning approval submitted by Corrigin Engineering Pty Ltd for the parking and (one way) access within both Lot 377 and portion of Walton Street Road Reserve, Corrigin in accordance with the details of the plans submitted in support of the application subject to compliance with the following conditions and advice notes:***

Conditions

1. ***The provision of parking shall be in accordance with the plan endorsed to this Planning Approval.***
2. ***Parking will only commence when the following has been established to the satisfaction of the Shire of Corrigin:***
 - ***both crossovers are sealed;***

- *the steel barrier between the parking area and the bitumen seal to Walton Street has been erected;*
- *'no entry' signage has been erected facing Walton Street at the northern crossover; and*
- *'45° parking' signs (x2) have been erected facing the parking area.*

3. *No loading is permitted from the approved parking area.*

Advice Notes

- 4. *The development is to be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Corrigin having first been sought and obtained.***
 - 5. *Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Town Planning Scheme No.2 and may result in legal action being commenced by the local government.***
 - 6. *If the applicant/landowner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made to SAT within 28 days of the determination.***
- 2. *Pursuant to s17 of the Local Government (Uniform Local Provisions) Regulations 1996 Council agrees to 'private works' over the Walton Street Road Reserve in the form of an access way subject to the conditions defined in Planning Approval referred in 1 above.***

Carried 6/0

8.3 WORKS AND GENERAL PURPOSES REPORTS

8.3.1. SECONDARY FREIGHT ROUTE PROJECT

Applicant:	Shire of Corrigin
Location:	N/A
Date:	7 March 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	TT 0001
Attachment Reference:	Attachment 8.3.1 - Letter to RRG from Regional Development Australia

SUMMARY

Council is requested to support co-contributions for the *Secondary Freight Route Project ('Project')* to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source. Should the allocation referred to in 2. above not be forthcoming, Council is requested to consider an allocation in the Shire of Corrigin's 2017/18 Annual Budget for up to \$20,000,

BACKGROUND

At the 21 June 2016 Ordinary Meeting, Council considered the important collector roads/routes within the Shire of Corrigin and authorised the Shire President and the Chief Executive Officer to submit and negotiate with the road sub-group generally based on the important collector roads/routes plan. In this regard Council resolved as follow (154/2016):

That Council:

- 1. Note the request from Main Roads WA's (Attachment 8.3.1A) that Council confirms which routes to be regarded as important collector roads/routes.*
- 2. Endorse the important collector roads/routes within the Shire of Corrigin as provide for in Attachment 8.3.1B.*

Since the 21 June 2016 Ordinary Meeting, Regional Development Australia (Wheatbelt) has offered to take a coordinating role in seeking funding through the Federal Government's 'Building Better Regions Fund' estimated to be about \$2,000,000 so as to prepare a business case and cost benefit analysis to complete planning up to Phase 5 of the *Project* (note Attachment 8.3.1).

COMMENT

It is understood that support for the funding arrangement was confirmed by the Wheatbelt North Regional Road Group at a meeting last week and where the Group resolved that in the event other monetary sources are unsuccessful, each Local Government be requested to make a 2017/18 Annual Budget allocation of up to \$20,000 towards the co-contribution. This same arrangement is expected to be considered by the Wheatbelt South Regional Road Group at its meeting on 4 April 2017.

STATUTORY ENVIRONMENT

Local Government Act 1995

Road Traffic Act 1972

Road Traffic (Vehicles) Act 2012

Road Traffic (Vehicle Standards) Regulations 2002

POLICY IMPLICATIONS

Whilst there are no known policy implications in relation to this item, identification of collector roads/routes in the Shire will enable Council to progress to the preparation of a policy along with a roads hierarchy.

FINANCIAL IMPLICATIONS

Should Council support the Project it is possible that funding may need to be sourced directly from local government. In this regard, it would be appropriate for Council to consider inclusion of up to \$20,000 in the 2017/2018 Annual Budget as a contribution towards the preparation of a business case and cost benefit analysis for the Secondary Freight Route Project.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government

Goal Six: We need good services to support our development as a Shire

Strategy	Outcome
Maintain the range of services and facilities provided by the Shire, particularly those for the rural area (roads) and the sporting community	Essential services help us to prosper as a community

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

VOTING REQUIREMENT

Simple Majority (Recommendations 1 and 2)

Absolute Majority (Recommendation 3)

OFFICER'S RECOMMENDATION

That Council:

- 1. Supports up to Phase 5 of the Secondary Freight Route Project ('Project') with Regional Development Australia (Wheatbelt) seeking funding through the Federal Government's 'Building Better Regions Fund'.*
- 2. Support the required co-contributions for the Project to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source.*
- 3. Should the allocation referred to in 2. above not be forthcoming, Council consider an allocation in the Shire of Corrigin's 2017/18 Annual Budget for up to \$20,000, with the final amount dependent upon the required co-contribution and assuming that no other sources of funding are identified (i.e. worst case scenario).*

COUNCIL RESOLUTION

(51/2017) Moved: Cr Hickey Seconded: Cr Hardingham

That Council:

- 1. Supports up to Phase 5 of the Secondary Freight Route Project ('Project') with Regional Development Australia (Wheatbelt) seeking funding through the Federal Government's 'Building Better Regions Fund'.***
- 2. Support the required co-contributions for the Project to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source.***

Carried 6/0

COUNCIL RESOLUTION

(52/2017) Moved: Cr Dickinson Seconded: Cr Hardingham

That Council:

1. **Should the allocation referred to in 2. above not be forthcoming, Council consider an allocation in the Shire of Corrigin's 2017/18 Annual Budget for up to \$20,000, with the final amount dependent upon the required co-contribution and assuming that no other sources of funding are identified (i.e. worst case scenario).**

Carried Absolute Majority 5/1

9 NOTICE OF MOTIONS FOR THE NEXT MEETING

10 CHIEF EXECUTIVE OFFICER'S REPORT

10.1.1 ORGANISATIONAL RESTRUCTURE – SHIRE OF CORRIGIN (CONFIDENTIAL)

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	16 March 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	CM053
Attachment Reference:	10.1.1

REASON FOR CONFIDENTIALITY

The Chief Executive Officer's Report is confidential in accordance with s5.23 (2) the Local Government Act because it deals with matters affecting:

- 5.23 (2) (a) a matter that if disclosed, would reveal information that has a matter affecting an employee or employees; and
(b) the personal affairs of any person;

OFFICER'S RECOMMENDATION

That Council in accordance with Clause 15.10 of the Standing Orders close the meeting to the public.

COUNCIL RESOLUTION

(53/2017) Moved: Cr Hickey Seconded: Cr Pridham

That Council in accordance with Clause 15.10 of the Standing Orders close the meeting to the public.

Carried 6/0

Ms Auld left the meeting at 6:08.

Ms Ospina Godoy left the meeting at 6:08 and did not return.

OFFICER'S RECOMMENDATION

That Council:

- 1) *Endorse the Organisational Structure as provided in Attachment 10.1.1*
- 2) *Modify the Shire of Corrigin 'Workforce Plan 2013 to 2017' to reflect the outcome of 1. above.*

COUNCIL RESOLUTION

(54/2017) Moved: Cr Praetz Seconded: Cr Pridham

That Council:

- 1) **Endorse the Organisational Structure as provided in Attachment 10.1.1**
- 2) **Modify the Shire of Corrigin 'Workforce Plan 2013 to 2017' to reflect the outcome of 1. above.**

Carried 6/0

COUNCIL RESOLUTION

(55/2017) Moved: Cr Hickey: Seconded Cr Pridham

That Council in accordance with Clause 15.10 of the Standing Orders open the meeting to the public. (6:17pm)

Carried 6/0

Ms Auld returned at 6:17pm.

11 PRESIDENT'S REPORT

The Shire President advised that she had attended the following meetings and events in the past month:

- Attended Senior Citizen's meeting.
- Attended Central Country Zone meeting.
- Attended Local Emergency Management Committee meeting.
- Watched the WALGA webinar training in regards to Gifts & Travel Registration.
- Attended "Thank a Volunteer" and Welcome to Corrigin.
- Attended the CREC meeting and discussed the purchase of carpet for the Rec Centre.
- Attended the Bushfire Advisory Committee meeting.
- On Wednesday will attend the Regional Road Group meeting.
- On Friday will attend the Rose Bowl hosted by the Shire of Corrigin.

12 COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEMS

There were no Councillors' questions, reports or information items.

13 URGENT BUSINESS APPROVED BY THE PRESIDENT OR BY A DECISION OF THE COUNCIL

The Chief Executive Officer (CEO) advised that fees and charges need to be set in relation to accepting contaminated soil at the Bendering Waste Disposal site.

The CEO requested that Council accept Item 13.1 Fees & Charges Amendment–Contaminated Soil and asbestos waste at Bendering Waste Disposal Site as 'Urgent Business'.

COUNCIL RESOLUTION

(56/2017) Moved Cr Pridham: Seconded Cr Hickey

That Council accept Item 13.1 Fees & Charges Amendment–Contaminated Soil and asbestos waste at Bendering Waste Disposal Site as 'Urgent Business'.

13.1 FEES & CHARGES AMENDMENT – CONTAMINATED SOIL AND ASBESTOS WASTE AT BENDERING WASTE DISPOSAL SITE

Applicant:	Shire of Corrigin
Location:	Bendering Waste Disposal Site
Date:	17 March 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	N/A

SUMMARY

The fees and charges need to be set in relation to accepting contaminated soil at the Bendering Waste Disposal site.

BACKGROUND

The current structure of the fees and charges does not reflect operational cost recovery in relation to receiving contaminated soil at the Bendering Waste Disposal facility.

COMMENT

The current fees charged only addresses contaminated soil where it is 'asbestos' (at \$40 per tonne). A new reference to in the 2016/17 Fees and Charges for 'contaminated soil' along with a revised fee is required to acknowledge that other 'contaminated' soils can be (conditionally) accepted and to ensure that the cost of accepting contaminated soil can be addressed and recovered. In relation to an appropriate fee, it is noted that the Shire of Lake Grace fee for contaminated soil per tonne is \$102.00. In comparison, the Shire of Narrogin has a more specific definition of 'clinical/soiled waste' which is based on a per cubic metre rate of \$145. Whilst it is open to have a higher charge, it does need to be associated with 'cost recovery'. There is benefit to receive soil that has been contaminated with (say) hydrocarbons as this soil can eventually be used for covering garbage. On this basis, it is recommended that the Bendering Waste Disposal facility should have a similar cost arrangement to enable receiving for contaminated soil to that of nearby local governments such as Lake Grace.

STATUTORY ENVIRONMENT

Local Government Act 1995 s6.17 and s6.18 (Fees and charges).

POLICY IMPLICATIONS

There are no known policy implications in relation to this item.

FINANCIAL IMPLICATIONS

There are no known significant financial implications in relation to this item. However, the charges sought will enable the Roe ROC group of local governments to accept and reasonable charge for accepting contaminated and asbestos waste.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023:

6.3 Focus area three: Social Development

Goal Six: We need good services to support our development as a Shire

Strategy	Outcome
Maintain the range of services and facilities provided by the Shire, particularly those for the rural area (roads) and the sporting community Essential services help us to prosper as a community	Maintain the range of services and facilities provided by the Shire, particularly those for the rural area (roads) and the sporting community Essential services help us to prosper as a community

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

1. In accordance with the provisions of s6.17 and s6.18 of the Local Government Act 1995 replace the Fees and Charges Schedule for the 2016/17 Financial year as it relates to the following:

Community Amenities	Per	Reference (Act, Regulation, Local Law, Policy)	GL Code	GST Code	Fees Exc GST	GST	2016/17 Fees including GST if applicable	Variance
Delete reference to 'Asbestos contaminated soil' and replace with 'Contaminated waste soil'	Per Service	Local Govt. Act 1995 s6.16	10150	C	92.73	9.27	102	N/A

2. Requests the Chief Executive Officer to give public notice to Council's resolution in 1. above in the Narrogin Observer Newspaper on one occasion and place a notice on the Shire Website.

COUNCIL RESOLUTION

(57/2017) Moved: Cr Praetz: Seconded Cr Hickey

That Council:

1. In accordance with the provisions of s6.17 and s6.18 of the Local Government Act 1995 replace the Fees and Charges Schedule for the 2016/17 Financial year as it relates to the following:

Community Amenities	Per	Reference (Act, Regulation, Local Law, Policy)	GL Code	GST Code	Fees Exc GST	GST	2016/17 Fees including GST if applicable	Variance
Delete reference to 'Asbestos contaminated soil' and replace with 'Contaminated waste soil'	Per Service	Local Govt. Act 1995 s6.16	10150	C	92.73	9.27	102	N/A

2. Requests the Chief Executive Officer to give public notice to Council's resolution in 1. above in the Narrogin Observer Newspaper on one occasion and place a notice on the Shire Website.

Carried by Absolute Majority 6/0

14 INFORMATION BULLETIN

There was no business from the information bulletin.

15 WALGA AND CENTRAL ZONE MOTIONS

There were no WALGA or Central Zone motions.

16 NEXT MEETING

The next Ordinary meeting of Council is scheduled for Thursday 20 April 2017 at 9 Lynch Street Corrigin commencing at 3pm.

17 MEETING CLOSURE

There being no further business to discuss, the Chairperson thanked everybody for their attendance and closed the meeting at 6:33pm.

President: _____ Date: _____