

# SHIRE OF CORRIGIN AGENDA



22 August 2017

## ORDINARY COUNCIL MEETING

Agenda for the Ordinary Council Meeting to be held on Tuesday  
22 August 2017 commencing at 3.00pm in the Council Chambers.

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FOR PEOPLE WITH DISABILITY

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## Notice of Meeting

*The next Ordinary Meeting of Council for the Shire of Corrigin will be held on Tuesday 22 August 2017  
at the Council Chambers 9 Lynch Street Corrigin commencing at 3.00pm.*

A handwritten signature in blue ink, appearing to read 'Rob Paull'.

*Rob Paull – Chief Executive Officer*

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## Order of Business

Ordinary Council Meeting to be held on Tuesday 22 August 2017

<b>11:30 am</b>	<i>Councillor Training</i>
<b>12.30 pm</b>	<i>Lunch</i>
<b>1.00 pm</b>	<i>Discussion Period</i>
<b>2.30 pm</b>	<i>Afternoon Tea</i>
<b>3.00 pm</b>	<i>Council Meeting</i>
<b>5.00 pm</b>	<i>Nibbles</i>

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*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on  
Tuesday 22 August 2017*

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**1. DECLARATION OF OPENING**

**2. ATTENDANCE /APOLOGIES/LEAVE OF ABSENCE**

Shire President	Cr. L Baker
Deputy Shire President	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
Manager Finance	D C Ospina Godoy

**APOLOGIES**

Governance Officer - Records	H M Auld
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**LEAVE OF ABSENCE**

Cr. T J Pridham  
Cr. D L Hickey

**3. PUBLIC QUESTION TIME**

**4. MEMORIALS**

It was advised that Shirley Nicholls and Ivy Stevens had passed away since the last meeting.

**5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Alysse Pownall, the Health Services Manager at Corrigin District Hospital, will be making a presentation in relation to the hospital re-development and HACC services.

**6. DECLARATIONS OF INTEREST**

**7. CONFIRMATION AND RECEIPT OF MINUTES**

**7.1. PREVIOUS COUNCIL MEETINGS AND BUSINESS ARISING FROM MINUTES (ATTACHMENT 7.1)**

Minutes of the Ordinary Meeting of Council held on Tuesday 18 July 2017 at the Shire of Corrigin Chambers, Corrigin (Attachment 7.1).

**OFFICER'S RECOMMENDATION**

*That the Minutes of the Ordinary Meeting of Council held on Tuesday 18 July 2017 (Attachment 7.1 ) be confirmed as a true and correct record.*

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

**7.2.1. CORRIGIN RECREATIONAL AND EVENTS CENTRE ADVISORY COMMITTEE MEETING (TO BE PRESENTED TO COUNCIL)**

*The minutes of the Corrigin Recreational and Events Centre Advisory Committee Meeting held on Monday 21 August 2017 (To be Presented to Council)*

## 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:	17 August 2017
Reporting Officer:	Heather Ives, Coordinator, Community Services
Disclosure of Interest:	No interest to disclose
File Number:	CS 0008
Attachment Reference:	Nil

#### GRANT FUNDING

- Adult Learners Week – Funding Approved \$200

#### CORRIGIN CRC Monthly Usage – July 2017:

CUSTOMER ACCESSING 'FEE FOR SERVICE' and SALES					
SERVICES / FEES	MTHLY	YTD FROM JULY 17	SALES	MTHLY	YTD FROM JULY 17
Internet Use / Computer Use	31	31	Phonebook Sales	44	44
Photocopying / Printing / Faxing	24	24	Moments In Time Books	1	1
Laminating / Binding / Folding	4	4	Book Sales	0	0
Sec. Services / Scans / CD Burning	10	10	Wrapping Paper / Postcard Sales	0	0
Room Hire	6	6	Polo Shirt / Eco Bag Sales	0	0
Equipment Hire	4	4	Phone calls	24	24
Training / Course Fees	13	13	Sale of Assets	0	0
Resource Centre Membership Fees	0	0	Comedy Show – Ticket Sales	0	0
Exam Supervision	0	0			
Movie Club Fees	0	0			
Total:	92		Total:	69	
<i>Monthly People through:</i>	161				
CUSTOMER ACCESSING 'CORRIGIN CRC SERVICES'					
SERVICES	MTHLY	YTD FROM JULY 17	SERVICE	MTHLY	YTD FROM JULY 17
Phonebook Enquiries	8	8	Conf. / Vid Conf. / Training / Westlink	76	76
Tourism	10	10	Exams	4	4
VET Affairs	0	0	Broadband for Seniors / Webinars	5	5
ATO	2	2	General Enquires (Face/Email/Website)	148	148
Government Access Point	3	3	Corrigin Toy Library	9	9
Community Information	34	34	TR Homes (Referrals)	1	1
Total:	57		Total:	243	
<i>Monthly People through:</i>	300				

**TOTAL FOR THE MONTH OF JULY: 461**

COMMUNITY ECONOMIC / BUSINESS and SOCIAL DEVELOPMENT BOOKINGS			
DESCRIPTION	NO'S	ROOM	GOVT. HOT OFFICE BOOKING (HO), COMMERCIAL BOOKING
TAFE – Meeting	2	Professional Office	Hot Office Booking
Movie Club - July	9	Conference Room	N/A
Holyoake – Drug and Alcohol Counselling	4	Professional Office	Commercial Booking



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Tuesday 22 August 2017*

Skill Hire – Employment	0	Professional Office	Commercial Booking
School Holiday – Activity	10	Conference Room	N/A
Staff Professional Photos	23	Conference Room	N/A
Hospital Aux Meeting	8	Conference Room	Commercial Booking
Forrest Personnel – Employment	3	Professional Office	Commercial Booking
WBN – Mental Health Wellness - W/Shop	15	Conference Room	Commercial Booking
Holyoake – Drug and Alcohol Counselling	3	Professional Office	Commercial Booking

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YEAR TOTAL
2007-08	535	613	537	714	511	520	561	510	625	733	576	469	6904
2008-09	479	444	581	532	501	411	417	501	575	525	543	651	6160
2009-10	629	682	626	757	590	727	421	623	715	529	491	539	7329
2010-11	708	610	871	759	465	530	426	444	611	413	607	691	7135
2011-12	568	536	572	535	542	381	426	520	527	499	564	491	6161
2012-13	545	694	691	716	756	497	552	636	413	590	370	479	6939
2013-14	651	494	516	706	597	479	405	529	641	640	616	553	6827
2014-15	769	757	750	878	651	443	455	569	403	603	486	499	7263
2015-16	543	695	668	813	681	466	591	534	530	585	626	553	7285
2016-17	620	588	675	618	455	366	513	388	595	336	540	450	6144
2017-18	461												

**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.*

**8.1.2. ACCOUNTS FOR PAYMENT – JULY 2017**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 August 2017
Reporting Officer:	Tanya Ludlow, Finance Officer - Creditors
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.2 - EFT and Direct Debit payments

**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, EFT and Direct Debit payments that have been raised for the Council meeting and also during the month of July 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 \$3,755.79.

**Previous Accounts for Payment report**

To enable council to check that no sequential payment numbers have been missed from the previous accounts for payment reports and the report presented as attached, the following information is provided on the last cheque or EFT number used.

Bank Account	Payment Type	Last Number	First Number in report
Municipal	Cheque	020217	020218
Municipal & Trust & Police Licensing	EFT	EFT11256	EFT11257
Trust	Cheque	003371	No Payments
Edna Stevenson	Cheque	000060	No Payments

Please note that the above does not include payments made via Direct Debit (DD) as they are not in sequential number order.

**STATUTORY ENVIRONMENT**

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 2017/2018 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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

That Council endorse the following payments for the month of July 2017:

1. *Cheque 020218 - 020225 payments in the Municipal Fund totalling \$15,766.85;*
2. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$535,412.76;*
3. *Direct Debit (DD) payments in the Municipal Fund totalling \$64,945.52;*
4. *Payroll Journal (JNL) payments in the Municipal Fund totalling \$119,304.89;*
5. *Electronic Funds Transfer (EFT) payments in the Trust Fund totalling \$1,574.05;*
6. *Direct Debit (DD) payments in the Licensing Trust Fund totalling \$120,633.85; and*
7. *Total payments for July 2017 being \$857,637.92.*

### **8.1.3 ACCOUNTS FOR PAYMENT – CREDIT CARDS**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 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 - Credit card payments

#### **SUMMARY**

This report provides Council with a list of all financial dealings relating the use of credit card payments for the period 30<sup>th</sup> May to 28<sup>th</sup> June 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 (note **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 2017/2018 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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council in accordance with Attachment 8.1.3 endorse credit card payments made for the period 30<sup>th</sup> May to 28<sup>th</sup> June 2017 was \$ 2,317.64*

#### **8.1.4 MONTHLY FINANCIAL REPORT – JULY 2017**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 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 - Statement of Financial Activity

#### **SUMMARY**

For Council to review and accept the monthly Financial Report for the month ending 31 July 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 and Corporate Business Plan 2017-2021:

#### **Objective: Leadership**

***Strong Governance and leadership***

#### **Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council accept the Statement of Financial Activity for the month ending 31 July 2017 included as Attachment 8.1.4 and as presented, along with notes of any material variances.*

**8.1.5. CORRIGIN LIBRARY SERVICES (CONFIDENTIAL)**

Applicant: C & W Gardner
Location: Corrigin Post Office, Walton Street Corrigin
Date: 17 August 2017
Reporting Officer: Rob Paull Chief Executive Officer
Disclosure of Interest: No interest to disclose
File Number: CS0023
Attachments: None

**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:

- s5.23 (2)(c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*
- s5.23 (2)(e)(ii) *a matter that if disclosed, would reveal information that has a commercial value to a person*

**OFFICER'S RECOMMENDATION**

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

**OFFICER'S RECOMMENDATION**

*That Council:*

- 1. Enters into a new agreement with for the provision of Library Services with proprietors of the Corrigin Post Office.*
- 2. Advise the proprietor of the Corrigin Post that should they enter into a contract to sell the Corrigin Post Office that Council would be willing to consider an agreement for the provision of Library Services with the new proprietors.*



**8.1.6. ADOPTION OF MATERIAL VARIANCE**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	None

**SUMMARY**

In accordance to regulation 34(5) of the Local Government (Financial Management) regulations, each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances.

**BACKGROUND**

Previously Council has adopted a percentage value of 10% with a minimum value of \$10,000.

**COMMENT**

It is recommended that Council adopt a percentage value of 10% and with the minimum value of \$10,000.

**STATUTORY ENVIRONMENT**

*Local Government (Financial Management)*

*"34. Financial activity statement required each month (Act s. 6.4)*

*(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances".*

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

There are no 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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council adopt a percentage value of 10% with a minimum value of \$10,000 that is considered to be a material variance as per regulation 34(5) of the Local Government (Financial Management) Regulations.*

### 8.1.7. RATE PAYMENT INCENTIVE

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	None

#### SUMMARY

The Local Government Act 1995, section 6.46, allows a local government to grant a discount or other incentive for the early payment of any rate or service charge.

#### BACKGROUND

Last financial year Council has offered rate payers who elect payment option 1 (full payment) a 3% discount, as well as being entitled to enter the rate incentive prize draw. In 2016/2017 Council granted discounts to ratepayers totalling \$57,200

Council has sought support from Local Business and has received a positive response, with a number of businesses donating \$100.00 gift voucher. As in previous years, this donation has been matched by Council increasing the value of each voucher to \$200.00

#### STATUTORY ENVIRONMENT

*Local Government Act 1995, section 6.46*

##### *"6.46. Discounts*

*Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may, when imposing a rate or service charge, resolve\* to grant a discount or other incentive for the early payment of any rate or service charge."*

\* Absolute majority required.

#### POLICY IMPLICATIONS

Council's Policy 2.5 – 'Rates Condition of Rates Incentive Scheme' provides as follows:

**Objective** To provide guidelines for the collection of rates and charges in accordance with the Local Government Act 1995.

**Policy** Payment in full to made by mail, electronic format or in person at the Shire Office, 9 Lynch Street, Corrigin by 4.30pm on the due date, to be eligible to enter into the prize draw to win a \$200 voucher from one of the participating local businesses.

The winner will be determined by random selection and announced at the first ordinary meeting after the due date. Winners will be notified by mail and a public notice will be advertised in the Windmill newspaper.

Entry to the prize draw is open to the Shire of Corrigin ratepayers.

With the exception of the Pensioner Deferred Rates, all arrears must also be paid.

Only one entry per rate assessment.

Council's Policy 2.6 'Rates Discount', allows for a discount to be paid by the close of business on the due date as follows:

**Objective** To provide guidelines for the collection of rates and to delegate authority to the Chief Executive Officer to apply alternative instalment options, to appoint debt collection agencies and to comply with all other requirements of the Local Government Act 1995.

**Policy** Rates Discount  
To attract the rates discount, rates must be received in the Shire or via electronic means deposited into the Shire of Corrigin bank account by the usual closing time (4.30pm) on the due date. Under no circumstances will a discount be allowed after the due date.

### **FINANCIAL IMPLICATIONS**

Reduction in rate revenue, with the 3% discount anticipated to cost Council in approximately \$62,000. With the cost of providing matching \$100 vouchers for the rate incentive prize.

However, the early recovery of rates which enables Council to generate increased revenue from bank interest on rate revenue invested.

### **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 and Corporate Business Plan 2017-2021:

#### **Objective: Leadership**

***Strong Governance and leadership***

#### **Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

### **VOTING REQUIREMENT**

Absolute Majority

### **OFFICER'S RECOMMENDATION**

*That Council:*

1. Grants a 3% discount for rates paid in full by the due date (Option 1);
2. Offer a \$100 voucher to match those businesses who also offer a \$100 voucher as a rate payment incentive prize; and
3. Grants rate payers who pay all rates in full by the due date (option 1) entitlement to enter the rate incentive prize draw.

### 8.1.8. FEES & CHARGES

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	Attachment - Budget Document

#### SUMMARY

In accordance with the *Local Government Act 1995, section 6.16*, a local government may impose a fee or charge for any goods or services that it provides.

A Schedule of Fees and Charges is included in the 2017/2018 Budget.

#### BACKGROUND

The fees & Charges lay out provides detail and linkages to the relevant acts and regulations. The current fees and charges have been reviewed to ensure cost recovery.

Fees that have been increased are indicated with the symbol ▲

#### COMMENT

The fees and charges are established with reference to State Government statutory fees (such a planning, building, environmental health) and fees that seek to ensure a reasonable return of costs to the Shire.

It is recommended that Council adopt the Schedule of Fees and Charges as proposed in the 2017/2018 Annual Budget.

#### STATUTORY ENVIRONMENT

*Local Government Act 1995, section 6.16.*

##### 6.16. Imposition of fees and charges

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

\* Absolute majority required.

- (2) A fee or charge may be imposed for the following —

- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
- (b) supplying a service or carrying out work at the request of a person;
- (c) subject to section 5.94, providing information from local government records;
- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
- (e) supplying goods;
- (f) such other service as may be prescribed.

- (3) Fees and charges are to be imposed when adopting the annual budget but may be —

- (a) imposed\* during a financial year; and
- (b) amended\* from time to time during a financial year.

\* Absolute majority required.

#### POLICY IMPLICATIONS

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

#### FINANCIAL IMPLICATIONS

Income derived from fees and charges in the 2017/2018 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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

*That Council adopts the Schedule of Fees and Charges as detailed for 2017/2018 as provided for in the Budget Document.*

**8.1.9. COUNCILLOR ALLOWANCE**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	None

**SUMMARY**

Council is requested to determine to pay Councillors an annual attendance fee as remuneration for 2017/2018.

**BACKGROUND**

In the past, the Council of the Shire of Corrigin has elected to pay council members an annual fee in lieu for attending meetings. In accordance with the *Local Government Act 1995 section 5.98(5) Fees etc for Council members*, the mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid –

- (a) The annual local government allowance determined for mayors or presidents; or
- (b) Where the local government has set an annual local government allowance within the range determined for annual local government allowances for mayors or presidents that allowance.

The *Local Government Act 1995 section 5.98A – Allowance for deputy mayor or deputy president* provides that a local government may decide to pay the deputy mayor or deputy president an allowance of up to the percentage that is determined by the Salaries and Allowance Tribunal under the *Salaries and Allowance Act 1975 section 7B* of the annual local government allowance to which the mayor or president is entitled under section 5.98(5). *Section 7B(2) of the Salaries and Allowance Act 1975* the Salaries and Allowances Tribunal is required to “inquire into and determine –

- a. The amount of fees, or the minimum and maximum amount of fees, to be paid under the Local Government Act to elected council members for attendance at meetings, and
- b. The amount of expenses, or the minimum and maximum of expenses, to be reimbursed under the Local Government Act 1995 to elected council members; and
- c. The amount of allowances, or the minimum and maximum amounts of allowances, to be paid under the Local Government Act 1995 to elected council members.”

The Salaries and Allowances Tribunal has been determined that the Shire of Corrigin is a Band 4 in the Tribunal’s local government banding model. The Tribunal has also determined the following minimums and maximums for a Band 4 Council:

**Annual attendance fees in Lieu of council meeting and committee meeting attendance fees**

For a council member other than the mayor or president		For a council member who holds the office of mayor or president	
Minimum	Maximum	Minimum	Maximum
\$3,500	\$9,270	\$3,500	\$19,055

**Annual allowance for a Mayor, President or Chairman**

For a Mayor or president	
Minimum	Maximum
\$500	\$19,570

**Annual allowance for a Deputy Mayor, Deputy President or Deputy Chairman**

The percentage determined for the purpose of section 5.98A(91) of the Local Government Act is 25 per cent.

<b>For a Deputy Mayor or Deputy president</b>	
<b>Minimum (25%)</b>	<b>Maximum (25%)</b>
\$125	\$4,892.50

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

5.99. *Annual fee for council members in lieu of fees for attending meetings*

*A local government may decide\* that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings –*

- (a) the annual fee determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B; or*
- (b) where the local government has set a fee within the range for annual fees determined by that Tribunal under that section, that fee.*

*\* Absolute majority required.*

*Salaries and Allowances Act 1975*

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

Councillor annual sitting fees \$21,000, President annual sitting fees \$7,000

President Allowance \$7,500 and Deputy President Allowance \$1,750

**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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

<b>Strategic Community Plan</b>		<b>Corporate Business Plan</b>	
<b>Outcome</b>	<b>Strategies</b>	<b>Action No.</b>	<b>Actions</b>
4.1.1	Provide leadership, communication and active engagement with the community	4.1.1.1	Elected members provide strategic leadership for the benefit of the community.

**VOTING REQUIREMENT**

Absolute Majority



**OFFICER'S RECOMMENDATION**

*That Council elects to pay Councillors an annual attendance fee and adopts the following Councillors remuneration for 2017/2018:*

- *Annual Councillor Sitting Fee*      \$3,500
- *President Annual Sitting Fee*      \$7,000
- *President Allowance*              \$7,500
- *Deputy President Allowance*      \$1,750

**8.1.10. INFORMATION, COMMUNICATION, TECHNOLOGY (ICT) ALLOWANCE**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	None

**SUMMARY**

Council is requested to determine to pay Councillors an annual 'Information, Communication, Technology' (ICT) Allowance and adopt an annual ICT Allowance of \$1,000 per elected member for 2017/2018.

**BACKGROUND**

In accordance with *Local Government Act 1995 section 5.99A – Allowance for council members in lieu of reimbursement of expenses*, a local government may decide that instead of reimbursing council members under section 5.98(2) for all of a particular type of expense it will instead pay all council members –

- (a) The annual allowance determined by the Salaries and Allowance Tribunal under the Salaries and Allowance Act 1975 section 7B for that type of expense; or
- (b) Where the local government has set an allowance within the range determined by the Salaries and Allowance Tribunal under the Salaries and Allowance Act 1975 section 7B for annual allowance for that type of expense, an allowance of that amount.

*Section 7B(2) of the Salaries and Allowance Act 1975* provides that the Salaries and Allowances Tribunal is required to "inquire into and determine –

- d. The amount of fees, or the minimum and maximum amount of fees, to be paid under the Local Government Act to elected council members for attendance at meetings, and
- e. The amount of expenses, or the minimum and maximum of expenses, to be reimbursed under the Local Government Act 1995 to elected council members; and
- f. The amount of allowances, or the minimum and maximum amounts of allowances, to be paid under the Local Government Act 1995 to elected council members."

The Salaries and Allowances Tribunal has been determined that the Shire of Corrigin is a Band 4 in the Tribunal's local government banding model. The Tribunal has determined the following minimums and maximums for a Band 4 Council;

**Annual allowance for ICT expenses**

Elected Members	
Minimum	Maximum
\$500	\$3,500

**STATUTORY ENVIRONMENT**

*Local Government Act 1995, Part 5 Administration  
Salaries and Allowances Act 1975*

**COMMENT**

Based on the Salaries and Allowances Tribunal determinations, it is appropriate for Council to pay Councillors an annual 'Information, Communication, Technology' (ICT) Allowance and adopt an annual ICT Allowance of \$1,000 per elected member for 2017/2018.

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

Councillors annual ICT Allowance \$7,000

**C 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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.1	Provide leadership, communication and active engagement with the community	4.1.1.1	Elected members provide strategic leadership for the benefit of the community.

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

*That Council elects to pay Councillors an annual 'Information, Communication, Technology' (ICT) Allowance and adopts an annual ICT Allowance of \$1,000 per elected member for 2017/2018.*

**8.1.11. INSTALMENT PAYMENT PLAN OPTION – ADDITIONAL CHARGES**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	None

**SUMMARY**

In accordance with the *Local Government Act 1995, section 6.45(3)*, a local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments. The maximum amount of interest that may be imposed is 5.5%.

**COMMENT**

Reflecting past arrangements, it is recommended that Council impose an additional charge of \$10 per instalment notice and a 5.5% interest charge for all rates assessments paid by the instalment option.

In September 2016, as part of the internal rating audit, it was revealed that Council's financial software, Synergy Soft, applied an exemption to eligible pensioners of the additional charge for instalments. This is not a requirement under the *Rates and Charges (Rebates and Deferments) Act 1992*. Synergy Soft provider, IT vision, advised that to change the setup to enable pensioners to be charged the additional charge of \$10 per instalment notice would require Council to pay for this program enhancement.

A review of the number of potential eligible pensioners paying by instalments, and the income that could be generated from instalment charges, is less than the cost for this enhancement and therefore management has concluded not to proceed with this enhancement.

As the exemption is not being applied under the *Rates and Charges (Rebates and Deferments) Act 1992*, Council will need to resolve to apply an exemption to eligible pensioners for the additional charge of \$10 per instalment notice.

**STATUTORY ENVIRONMENT**

Local Government Act 1995

**6.45. Options for payment of rates or service charges**

- (1) *A rate or service charge is ordinarily payable to a local government by a single payment but the person liable for the payment of a rate or service charge may elect to make that payment to a local government, subject to subsection (3), by —*
  - (a) *4 equal or nearly equal instalments; or*
  - (b) *such other method of payment by instalments as is set forth in the local government's annual budget.*
- (2) *Where, during a financial year, a rate notice is given after a reassessment of rates under section 6.40 the person to whom the notice is given may pay the rate or service charge —*
  - (a) *by a single payment; or*
  - (b) *by such instalments as are remaining under subsection (1)(a) or (b) for the remainder of that financial year.*
- (3) *A local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments and that additional charge is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.*

- (4) *Regulations may –*
- (a) *provide for the manner of making an election to pay by instalments under subsection (1) or (2); and*
  - (b) *prescribe circumstances in which payments may or may not be made by instalments; and*
  - (c) *prohibit or regulate any matters relating to payments by instalments; and*
  - (d) *provide for the time when, and manner in which, instalments are to be paid; and*
  - (e) *prescribe the maximum amount (including the maximum interest component) which may be imposed under subsection (3) by way of an additional charge; and*
  - (f) *provide for any other matter relating to the payment of rates or service charges.*

**POLICY IMPLICATIONS**

*Policy 2.4 ‘Rates – Instalment option for payment of rates and charges’ provides as follows:*

*“Ratepayers have the option of paying rates by four (4) instalments. The first instalment must be made by the due date on the original notice.*

*Failure to pay the rates in full or choose the instalment option by the due date will deem rates to be outstanding and if not paid in full will be subject to legal action.*

*After thirty-five (35) days from the issue of the original rate notice, ratepayers may forfeit the right to undertake the instalment option provided.”*

**FINANCIAL IMPLICATIONS**

Recovery of administrative costs of rates and service charges paid by instalments.

**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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER’S RECOMMENDATION**

1. *That Council imposes an additional charge of \$10 per instalment notice and 5.5% interest rate where payment of rates is made by instalments.*
2. *That a 100% exemption be applied to eligible pensioners, who have registered and are eligible for a rebate on their rates under the Rates and Charges (Rebates and Deferments) Act 1992, for the additional charge of \$10 per instalment notice.*

**8.1.12. RATE AND CHARGES PAYMENT OPTIONS**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	None

**SUMMARY**

The *Local Government Act 1995* provides for the payment of rates and charges imposed by Council, by a single payment or by 4 instalments.

**COMMENT**

The following options are proposed for the payment of rates and charges for 2017/2018.

Option 1 (Full Payment)

- Full amount, less any entitled discount, of rates and charges including arrears to be paid on or before 35 days after the date of service appearing on the rate notice. Granting a 3% discount on this option.

Option 2 (4 Instalments)

- First instalment can be received on or before 35 days after the date of service appearing on the rate notice. This option is only allowed if all arrears (including accrued interest) are included in the first instalment.
- Second instalment to be made on or before 95 days after the date of service appearing on the rate notice.
- Third instalment to be made on or before 155 days after the date of service appearing on the rate notice.
- Fourth instalment to be made on or before 217 days after the date of service appearing on the rate notice.

**STATUTORY ENVIRONMENT**

Local Government Act 1995

6.45. *Options for payment of rates or service charges*

- (1) *A rate or service charge is ordinarily payable to a local government by a single payment but the person liable for the payment of a rate or service charge may elect to make that payment to a local government, subject to subsection (3), by —*
  - (a) *4 equal or nearly equal instalments; or*
  - (b) *such other method of payment by instalments as is set forth in the local government's annual budget.*
- (2) *Where, during a financial year, a rate notice is given after a reassessment of rates under section 6.40 the person to whom the notice is given may pay the rate or service charge —*
  - (a) *by a single payment; or*
  - (b) *by such instalments as are remaining under subsection (1)(a) or (b) for the remainder of that financial year.*
- (3) *A local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments and that additional charge is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.*

- (4) *Regulations may –*
- (a) *provide for the manner of making an election to pay by instalments under subsection (1) or (2); and*
  - (b) *prescribe circumstances in which payments may or may not be made by instalments; and*
  - (c) *prohibit or regulate any matters relating to payments by instalments; and*
  - (d) *provide for the time when, and manner in which, instalments are to be paid; and*
  - (e) *prescribe the maximum amount (including the maximum interest component) which may be imposed under subsection (3) by way of an additional charge; and*
  - (f) *provide for any other matter relating to the payment of rates or service charges.*

**POLICY IMPLICATIONS**

*Policy 2.4 ‘Rates – Instalment option for payment of rates and charges’ provides as follows:*

*Objective To provide guidelines for the collection of rates and charges in accordance with the Local Government Act 1995.*

*Policy Ratepayers have the option of paying rates by four (4) instalments. The first instalment must be made by the due date on the original notice.*

*Failure to pay the rates in full or choose the instalment option by the due date will deem rates to be outstanding and if not paid in full will be subject to legal action.*

*After thirty-five (35) days from the issue of the original rate notice, ratepayers may forfeit the right to undertake the instalment option provided.*

**FINANCIAL IMPLICATIONS**

Rate revenue 2017/2018 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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

*That Council adopts the following options for the payment of rates and charges for 2017/2018:*

*Option 1 (Full Payment)*

- *Full amount, less any entitled discount, of rates and charges including arrears to be paid on or before 35 days after the date of service appearing on the rate notice. Granting a 3% discount on this option.*

*Option 2 (4 Instalments)*

- *First instalment can be received on or before 35 days after the date of service appearing on the rate notice. This option is only allowed if all arrears (including accrued interest) is included in the first instalment.*
- *Second instalment to be made on or before 95 days after the date of service appearing on the first rate notice.*
- *Third instalment to be made on or before 155 days after the date of service appearing on the rate first notice.*
- *Fourth instalment to be made on or before 217 days after the date of service appearing on the first rate notice.*



### 8.1.13. PENALTY INTEREST ON OVERDUE RATES

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017.
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	None

#### SUMMARY

A local government may at the time of imposing a rate or service charge resolve by absolute majority to impose interest on a rate or service charge that remains unpaid after it is due.

The maximum amount of interest that may be imposed is 11%.

#### COMMENT

Reflecting past arrangements, it is recommended that Council impose 11% interest on unpaid rates and service charges for 2017/2018.

#### STATUTORY ENVIRONMENT

*Local Government Act 1995*

##### 6.51. *Accrual of interest on overdue rates or service charges*

(1) *A local government may at the time of imposing a rate or service charge resolve\* to impose interest (at the rate set in its annual budget) on —*

*(a) a rate or service charge (or any instalment of a rate or service charge); and*

*(b) any costs of proceedings to recover any such charge,*

*that remains unpaid after becoming due and payable.*

*\* Absolute majority required.*

(2) *The rate of interest that may be set by the local government under this section is not to exceed the rate for the time being prescribed as the maximum rate of interest that may be set for the purposes of this section.*

(3) *Accrued interest is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.*

(4) *If a person is entitled under the Rates and Charges (Rebates and Deferments) Act 1992 or under this Act (if the local government in a particular case so resolves) to a rebate or deferment in respect of a rate or service charge —*

*(a) no interest is to accrue in respect of that rate or service charge payable by that person; and*

*(b) no additional charge is to be imposed under section 6.45(3) on that person.*

(5) *Regulations may provide for the method of calculation of interest.*

#### POLICY IMPLICATIONS

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

#### FINANCIAL IMPLICATIONS

Recovery of administrative costs or unpaid rates and service charges.

#### 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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

*That Council imposes penalty interest at the rate of 11% for all rates and charges that remain unpaid after the due date.*

#### **8.1.14. REFUSE COLLECTION AND DISPOSAL CHARGES**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	None

#### **SUMMARY**

In accordance with Section 67 of the *Waste Avoidance and Resource Recovery Act 2007* a local government may impose an annual charge for the collection and disposal of refuse.

#### **BACKGROUND**

The Shires of Corrigin, Kondinin, Kulin and Narembene have established a partnership to jointly contract waste services on a regional basis. The agreement includes the establishment of kerbside recycling services, local waste transfer stations in each of the significant towns in the region and a regional waste disposal site.

There has been an increase in the cost of the contract for rubbish removal and disposal. The amount of the charge for collection and disposal of rubbish is calculated on the recovery costs to Council of providing the services.

#### **COMMENT**

A review of all rubbish services has been completed taking into account increased costs for the coming year. To make the recovery equitable and to encourage recycling, the following annual charges are recommended:

Domestic Rubbish Service - 1st Service (includes 120L Bin + 240L Recycling Bin)	\$380.00
Commercial Rubbish Service - 1st Service (Includes 240L Bin + 240L Recycling Bin)	\$440.00
Domestic/Commercial Rubbish Service – 2nd Service	
• For a 2nd 120L Waste Bin	\$330.00
• For a 2nd 240L Waste Bin	\$390.00
• Extra Recycle service – 240L Recycling Bin	\$260.00
• Eligible Pensioner Discount on Domestic Rubbish Service	\$ 95.00

#### **STATUTORY ENVIRONMENT**

*Waste Avoidance and Resource Recovery Act 2007*

67. *Local government may impose receptacle charge*

- (1) *A local government may, in lieu of, or in addition to a rate under section 66, provide for the proper disposal of waste, whether within its district or not, by making an annual charge per waste receptacle, payable in one sum or by equal monthly or other instalments in advance, in respect of premises provided with a waste service by the local government.*
- (2) *The charge is to be imposed on the owner (as defined in section 64(1)) or occupier, as the local government may decide, of any premises provided with a waste service by the local government.*
- (3) *The provisions of the Local Government Act 1995 relating to the recovery of general rates apply with respect to a charge referred to in subsection (1).*
- (4) *In the case of premises being erected and becoming occupied during the year for which payment is to be made, the charge for the service provided is to be the sum that*

*proportionately represents the period between the occupation of the premises and the end of the year for which payment is made.*

- (5) Notice of any charge made under this section may be included in any notice of rates imposed under section 66 or the Local Government Act 1995, but the omission to give notice of a charge does not affect the validity of the charge or the power of the local government to recover the charge.*
- (6) A charge may be limited to premises in a particular portion of the area under the control of the local government.*
- (7) Charges under this section may be imposed in respect of and are to be payable for all premises in respect of which a waste service is provided, whether such premises are rateable or not.*
- (8) A local government may make different charges for waste services rendered in different portions of its district.*

**68. Fees and charges fixed by local government**

*Nothing in this Part prevents or restricts a local government from imposing or recovering a fee or charge in respect of waste services under the Local Government Act 1995 section 6.16.*

**POLICY IMPLICATIONS**

Council Policy 2.7 ‘Rubbish Service Charge Discount’ provides as follows:

***Rubbish Service Charge Discount***

*A 25% discount will be allowed on the Rubbish Service charge to Pensioner Concession holders who have registered and are eligible for a rebate on their rates under the **Rates and Charges (Rebates and Deferments) Act 1992**.*

*Where the eligible pensioner is co-owner with a non-pensioner the full discount will still be allowed and any person who becomes eligible during the rating year will be allowed a pro-rata discount.*

**FINANCIAL IMPLICATIONS**

Recovery of costs of providing domestic and commercial rubbish collection service.

**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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

That Council, in accordance with section 67 of the Waste Avoidance and Resource Recovery Act 2007, imposes the following charges for 2017/2018 for the collection and disposal of refuse as follows:

Domestic Rubbish Service - 1st Service \$380.00  
(includes 120L Bin + 240L Recycling Bin)

Commercial Rubbish Service - 1st Service \$440.00  
(Includes 240L Bin + 240L Recycling Bin)

Domestic/Commercial Rubbish Service – 2nd Service

- For a 2nd 120L Waste Bin \$330.00
- For a 2nd 240L Waste Bin \$390.00
- Extra Recycle service – 240L Recycling Bin \$260.00
- Eligible Pensioner Discount on Domestic Rubbish Service \$ 95.00

### 8.1.15. ADOPTION OF RATES

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	None

#### SUMMARY

The *Local Government Act 1995*, section 6.32 allows a local government to impose a general rate on rateable land within its district in order to make up the budget deficient.

#### COMMENT

The 2017/2018 annual budget has been prepared on the basis of a 3.% increase in revenue raised from rates. The following rates are proposed for 2017/2018:

#### General Rates:

Gross Rental Value	\$0.091971
Unimproved Value	\$0.015113

#### Minimum Rates:

GRV - Corrigin	\$375.00 Per Assessment
GRV – Other	\$200.00 Per Assessment
UV	\$375.00 Per Assessment

#### STATUTORY ENVIRONMENT

*Local Government Act 1995*

#### 6.32. Rates and service charges

- (1) When adopting the annual budget, a local government —
  - (a) in order to make up the budget deficiency, is to impose\* a general rate on rateable land within its district, which rate may be imposed either —
    - (i) uniformly; or
    - (ii) differentially;and
  - (b) may impose\* on rateable land within its district —
    - (i) a specified area rate; or
    - (ii) a minimum payment;and
  - (c) may impose\* a service charge on land within its district.
- \* Absolute majority required.
- (2) Where a local government resolves to impose a rate it is required to —
  - (a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and
  - (b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.
- (3) A local government —
  - (a) may, at any time after the imposition of rates in a financial year, in an emergency, impose\* a supplementary general rate or specified area rate for the unexpired portion of the current financial year; and

(b) is to, after a court or the State Administrative Tribunal has quashed a general valuation, rate or service charge, impose\* a new general rate, specified area rate or service charge.

\* Absolute majority required.

(4) Where a court or the State Administrative Tribunal has quashed a general valuation the quashing does not render invalid a rate imposed on the basis of the quashed valuation in respect of any financial year prior to the financial year in which the proceedings which resulted in that quashing were commenced.

#### **POLICY IMPLICATIONS**

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

#### **FINANCIAL IMPLICATIONS**

Revenue from rates 2017/2018 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 and Corporate Business Plan 2017-2021:

#### **Objective: Leadership**

*Strong Governance and leadership*

#### **Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

#### **VOTING REQUIREMENT**

Absolute Majority

#### **OFFICER'S RECOMMENDATION**

*That Council adopts the following rates to be imposed on rateable property for 2017/2018:*

*General Rates:*

*Gross Rental Value            \$0.091971*

*Unimproved Value            \$0.015113*

*Minimum Rates*

*GRV - Corrigin    \$375.00 Per Assessment*

*GRV – Other        \$200.00 Per Assessment*

*UV                    \$375.00 Per Assessment*

### 8.1.16. ADOPTION OF ANNUAL BUDGET 2017/2018

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	Attachment - Budget Document

#### SUMMARY

The *Local Government Act 1995*, section 6.2 requires a Local Government to prepare and adopt a budget before 31 August. Council is recommended to adopt the proposed 2017/2018 Annual Budget as provided to Councillors.

#### COMMENT

The draft Annual Budget was presented to Councillors and reviewed at the budget workshop on 10 August 2017. Further amendments reflecting the direction of Councillors from the workshop have been undertaken resulting in the proposed budget.

#### STATUTORY ENVIRONMENT

*Local Government Act 1995*

*"6.2. Local government to prepare annual budget*

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*  
*\* Absolute majority required.*
- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —*
  - (a) the expenditure by the local government; and*
  - (b) the revenue and income, independent of general rates, of the local government; and*
  - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.*
- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.*
- (4) The annual budget is to incorporate —*
  - (a) particulars of the estimated expenditure proposed to be incurred by the local government; and*
  - (b) detailed information relating to the rates and service charges which will apply to land within the district including —*
    - (i) the amount it is estimated will be yielded by the general rate; and*
    - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;*
  - and*
  - (c) the fees and charges proposed to be imposed by the local government; and*
  - (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government; and*
  - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used; and*
  - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and*



- (g) *such other matters as are prescribed.*
- (5) *Regulations may provide for —*
- (a) *the form of the annual budget; and*
  - (b) *the contents of the annual budget; and*
  - (c) *the information to be contained in or to accompany the annual budget.”*

**POLICY IMPLICATIONS**

Policy 2.12 *Budget Consideration/Preparation* states as follows:

*Objective*                      *To provide guidelines for the timely management of the budget adoption process.*

*Policy*                              *Public consultation and budget expenditure requests from Elected Members, community groups and individuals will commence in March/April each year, with a closing date for such requests being 15 May.*

*A workshop with Councillors is to be held in the month of August presenting the draft budget with final adoption prior to 31 August.*

*Advertising*  
*The request for inclusion in the Annual budget will be advertised in early March.*

*Timeframe*  
*All applicants will be notified of the outcome of their application within one month of Council’s decision regarding budget requests.*

*Feedback*  
*All organisations that have money donated to them by Council will be requested to provide feedback on the benefit gained to the organisation by the usage of those funds.*

**FINANCIAL IMPLICATIONS**

Budget of estimated income and expenditure for the 2017/18 financial year.

**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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**  
***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on  
Tuesday 22 August 2017*

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The 2017/2018 budget has been prepared with regards to the contents within the Shire of Corrigin's Strategic Community Plan and Corporate Business Plan.

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

*That Council adopts the 2017/2018 Annual Budget as proposed in the Budget Document.*

**8.1.17. OVERDRAFT FACILITY**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM0173
Attachment Reference:	None

**SUMMARY**

Council is requested as part of its budget deliberations to endorse an increase in Council's overdraft facility from \$100,000 to \$1,500,000

**COMMENT**

Over the period of January/February 2017 the Shire of Corrigin received severe rainfall resulting in significant flooding. The damage was widespread throughout the Shire, with the majority of the damage confined to the south – west corner and which mainly consists of road carriageway and road shoulder scours, areas where unsealed gravel road pavements have been washed away, destroyed or blocked piped culverted, destruction or dislocation of culvert headwalls and silting of table and cut-off drains.

Council has been successful with undertaking of flood damage repairs within the Western Australian Natural Disaster Relief and Recovery Arrangement (WANDRRA) AGRN743 claim.

Costs of repairs have been estimated over \$3.7 million and will be carried out over the next 18 months by contractors. Council will be required to pay the contractors directly and then make reimbursement submissions to WANDRRA AGRN743.

It is anticipated that Council will be required to pay, on average, \$300,000 per month, and may take a couple of months before reimbursement is received. This will have a negative impact on Council's cash flow.

Council currently has an overdraft limit of \$100,000. It is anticipated that this limit would not be adequate to cover potential cash flow shortfalls.

A temporary overdraft limit of \$1,500,000 would allow management to continue to pay WANDRRA accounts, as well as its own activity payments.

One completion of the WANDRRA AGN743 works it would be recommended that the overdraft be reduced.

It should be noted that utilising a bank overdraft will attract additional bank fees, which are not claimable through the WANDRRA AGN743. Management will carefully monitor Council's cash flow and will endeavour to limit the use of the overdraft.

In accordance with the *Local Government (Financial Management) Regulations 1996, section 29(b)(4)* the increase to Council's overdraft facility from \$100,000 to \$1,500,000 has been disclosed within the 2017/2018 Annual Budget Statutory Budget.

**STATUTORY ENVIRONMENT**

*Local Government (Financial Management) Regulations 1996. Section 29*

**29. Borrowings information required in notes**

- (b) in relation to a principal amount carried forward by way of overdrawings on current account (the overdraft) from the previous financial year, details of the overdraft including –*
- (i) an estimate of the amount brought forward on 1 July; and*
  - (ii) the purpose for which the overdraft was established; and*
  - (iii) the year in which the overdraft was first established; and*
  - (iv) an estimate of the amount by which the overdraft will be increased or decreased during the financial year; and*
  - (v) an estimate of the amount of overdraft which will remain at 30 June;*

**POLICY IMPLICATIONS**

There are no known policy implications

**FINANCIAL IMPLICATIONS**

Increase in bank fees for the 2017/18 and 2018/2019 financial year.

**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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focused dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability

The 2017/2018 budget has been prepared with regards to the contents within the Shire of Corrigin’s Strategic Community Plan and Corporate Business Plan.

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER’S RECOMMENDATION**

*That Council, as part of the 2017/2018 Budget, approve the temporary overdraft limit of \$1,500,000 for the period up until 22 August 2019 and after revert back to an overdraft limit of \$100,000.*

**8.1.18. CAPITAL ROADWORKS PROGRAM 2017/18 – 2025/26**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	ROA 0022
Attachment Reference:	Attachment 8.1.18 - Draft Capital Roadworks Program 2017/18 – 2025/26

**SUMMARY**

Council is requested to review and accept a Capital Road Program for the Shire from 2017/18 – 2025/26.

**BACKGROUND**

As part of the Integrated Planning and Reporting Framework Councils are required to prepare a Resourcing Strategy of at least 10 years to identify the resources it needs to implement the Strategic Community Plan. An essential element of the resourcing strategy is that it must including provisions for long term financial planning.

The programming of roadworks is undertaken during the budget process. **Attachment 8.1.18** provides a draft nine (9) year Capital Roadwork's Program from the period 2017/18 to 2025/26. The Capital Roadworks Program has been updated with the remaining Federal Roads to Recovery (R2R) funding allocations, and takes into consideration Council's resources and ability to meet the program.

There has been no confirmation of the extension of the Roads to Recovery program and therefore the program reflects Federal R2R funding up to 2019. Should the program be extended, the capital Road Program will need to be reviewed.

**COMMENT**

The program is in draft form (**Attachment 8.1.18**) has been used as a guide for Councillors to set its priorities and address outcomes from recent Road inspections.

It should be noted that Council has a large number of food damage roads from the February storms, which will be reinstated over the next 18 months at a cost of approximately \$3.7m, claimable from the States WANDRRA Funding.

As a result of the reinstatement works along Bilbarin Quairading Road, Lomos North and Parsons Road, these roads have been removed from the program, previously scheduled for 2017/18, and will be re-assessed on competition of the reinstatement works, and if required included into future Capital Road Programs.

The Shire has identified roads with potential safety concerns and could be eligible for Federal Black Sport funding. The sections have been assessed and applications submitted for roads as follows:

1. 430m road length on the Corrigin-Quairading Road commencing 767m north of the intersection of Bilbarin- Quairading Road - \$186,089.99
2. 1000m road length on the Corrigin-Quairading Road commencing 1.3km north of the intersection of 49 Gate Road - \$429,223.11
3. 1000m road length on the Corrigin-Quairading Road commencing 1.1.km south of the intersection of Yates Road - \$224,006
4. 1000m road length on Rabbit Proof Fence Road commencing 2.1km south of the intersection of Baker Road - \$290,293.92

These projects have been included in the 2018/19 program. If successful, Council may need to engage contractors to achieve the works. Should Council is unsuccessful in the above application/s, the Capital Road Program will need to be amended. It is intended that applications submissions will be submitted annually until funding is received.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

5.56. *Planning for the future*

- (1) *A local government is to plan for the future of the district.*
- (2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

Projected expenditure for capital roadworks for the next nine years.

**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 and Corporate Business Plan 2017-2021:

**Objective: Economic Objective**

***A strong, diverse economy supporting agriculture, local business and attracting new industry***

**Outcome 1.1 - A well planned and connected transport and communications network within the district**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.1.2	Maintain transport network in line with asset management plans	1.1.2.1	Prepare and review an annual Road Works Program for a minimum of a 10 year period outlining future capital renewals, upgrades and expansions within Councils available funding aligned to asset management plan.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER’S RECOMMENDATION**

*That Council adopt the Capital Roadworks Program from 2017/18 – 2025/26 as provided in Attachment 8.1.18.*

### 8.1.19. PROVISION OF SERVICES AND FACILITIES

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 2017.
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0057
Attachment Reference:	None

#### SUMMARY

Council is requested to determine that the provision of services and facilities provided for in the 2017/2018 Budget comply, to its satisfaction, with the requirements of section 3.18(3) of the Local Government Act 1995.

#### BACKGROUND

Section 3.18(3) of the *Local Government Act 1995* requires Council to satisfy itself that the services and facilities that it provides:

- a) Integrate and coordinate, so far as practicable, with any provided by the commonwealth, the state or any public body;
- b) Do not duplicate, to an extent that Council considers inappropriate, services or facilities provided by the commonwealth, the state or any other body or person, whether public or private; and
- c) Are managed efficiently and effectively.

#### COMMENT

The 2017/2018 Budget has been prepared on the basis that the services and facilities provided for in each of the program schedules comply, to Council's satisfaction, with the requirements of section 3.18(3) of the Local Government Act 1995.

#### STATUTORY ENVIRONMENT

*Local Government Act 1995*

##### 3.18. *Performing executive functions*

- (1) *A local government is to administer its local laws and may do all other things that are necessary or convenient to be done for, or in connection with, performing its functions under this Act.*
- (2) *In performing its executive functions, a local government may provide services and facilities.*
- (3) *A local government is to satisfy itself that services and facilities that it provides —*
  - (a) *integrate and coordinate, so far as practicable, with any provided by the Commonwealth, the State or any public body; and*
  - (b) *do not duplicate, to an extent that the local government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private; and*
  - (c) *are managed efficiently and effectively.*

#### POLICY IMPLICATIONS

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

#### FINANCIAL IMPLICATIONS

Budget of estimated income and expenditure for the 2017/2018 financial year.

**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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council determines that the provision of services and facilities provided for in the 2017/2018 Budget comply, to its satisfaction, with the requirements of section 3.18(3) of the Local Government Act 1995.*



## 8.2. GOVERNANCE AND COMPLIANCE REPORTS

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

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 August 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 July to 31 July 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 July to 31 July 2017 and are submitted to Council for information.

#### ***Bushfire***

No delegated decisions were undertaken by Shire pursuant to bushfire matters from the period 1 July to 31 July 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 July to 31 July 2017.

#### ***Common Seal***

<b><i>Date of decision</i></b>	<b><i>Decision Ref.</i></b>	<b><i>Decision details</i></b>	<b><i>Applicant</i></b>	<b><i>Other affected person(s)</i></b>
04/07/2017	245/2016	Adoption of Local Planning Scheme No.2	Shire of Corrigin	N/A
04/07/2017	245/2016	Adoption of Local Planning Scheme No.2	Shire of Corrigin	N/A
04/07/2017	245/2016	Adoption of Local Planning Scheme No.2	Shire of Corrigin	N/A

***Dangerous Goods Safety Act 2004***

No delegated decisions were undertaken by Shire pursuant to the Food Act 2008 from the period 1 July to 31 July 2017.

***Food Act 2008***

No delegated decisions were undertaken by Shire pursuant to the Food Act 2008 from the period 1 July to 31 July 2017.

***Hawkers, traders and stall holders***

<b><i>Date of decision</i></b>	<b><i>Decision Ref.</i></b>	<b><i>Decision details</i></b>	<b><i>Applicant</i></b>	<b><i>Other affected person(s)</i></b>
01/07/2017 – 31/07/2017	N/A	Approval for Traders Permit	Nicole Larke	Corrigin Creative Arts Club members

***Liquor Laws***

No delegated decisions were undertaken by Shire pursuant to Liquor Control Act 1988 from the period 1 July to 31 July 2017.

***Lodging houses***

No delegated decisions were undertaken by Shire pursuant to lodging house matters from the period 1 July to 31 July 2017.

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

<b><i>Date of decision</i></b>	<b><i>Decision Ref.</i></b>	<b><i>Decision details</i></b>	<b><i>Applicant</i></b>	<b><i>Other affected person(s)</i></b>
26/07/2017	N/A	Waiving of fee for hire of projector & portable screen – Team Leo Auction	Corrigin Hockey Club	N/A

***Public Buildings***

No delegated decisions were undertaken by Shire pursuant to Health (Public Buildings) Regulations 1992 from the period 1 July to 31 July 2017.

***Septic Tank Approvals***

No delegated decisions were undertaken by Shire pursuant to Septic Tank Approvals from the period 1 July to 31 July 2017.

***Street Scape, Tree Planting, Pruning, Removal, Picking Flora***

No delegated decisions were undertaken by Shire pursuant to *Street Scape, Tree Planting, Pruning, Removal, Picking Flora* from the period 1 July to 31 July 2017.

***Planning Approval***

No delegated decisions were undertaken by Shire pursuant to *Planning & Development Act 2005 – Part 10 Div. 2* from the period 1 July to 31 July 2017.

***Building Permits***

No delegated decisions were undertaken by Shire pursuant to *Building Act 2011* from the period 1 July to 31 July 2017.

**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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**  
**Strong Governance and leadership**

***Outcome 4.2 An effective and efficient organisation***

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.2.3	Maintain a strong customer focus	4.2.3.1	Provide a vibrant, up to date (contents & technology), user friendly website for both the Shire of Corrigin and CRC which proactively engages with residents
		4.2.3.3	Employ professional customer service workforce who have the required knowledge and training including the provision of adequate resources (intranet / policy / information on services etc.) to ensure a good standard of Customer Service

**COUNCIL MEETING STATUS REPORT**

The following Status Report below is for Council information only.

## SHIRE OF CORRIGIN STATUS REPORT AS AT 13 JULY 2017

MINUTE REFERENCE	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
20/2016 16/2/2016	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Adopt the draft "Planning Policy - Areas of Potential Flood Risk within the Corrigin Townsite" as included as Attachment 10.2.2(B) and</li> <li>2. Advertise in accordance with clause 7.3 of the Shire of Corrigin Town Planning Scheme No. 2 (District Planning Scheme).</li> <li>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.</li> <li>4. Council to request the CEO investigate the cost of remodelling the "flood map" for clarification of flood risk in the area.</li> </ol>	<ol style="list-style-type: none"> <li>1. CEO</li> <li>2. GEO</li> <li>3. CEO</li> <li>4. CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Advertising in Narrogin Observer 25/2/2016</li> <li>3. Assessment and referral to CEO to refer back to Council</li> <li>4. Council requested investigation by CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Completed</li> <li>3. Pending</li> <li>4. In Progress</li> </ol>
173/2016 19/07/2016	<p>That Council:</p> <ol style="list-style-type: none"> <li>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.</li> <li>2. Resolve to request the Chief Executive Officer (CEO) to write to the Lodge:               <ol style="list-style-type: none"> <li>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</li> <li>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'.</li> </ol> </li> <li>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.</li> </ol>	<ol style="list-style-type: none"> <li>1. CEO</li> <li>2. CEO</li> <li>3. CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Letter sent</li> <li>3. Lodge has offered laneway for \$1.</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Completed</li> <li>3. Completed</li> </ol>

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	<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>4. CEO</p> <p>5. CEO</p>	<p>4. Lease signed by Lodge</p> <p>5. Noted</p>	<p>4. Completed</p> <p>5. To be carried out post subdivision approval</p>
52/2017 21/03/2017	<p>That Council:</p> <p>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).</p>	<p>1. CEO</p>	<p>1. Noted</p>	<p>1. Noted (to be considered by Council at the 2017/18 Budget)</p>
109/2017 20/06/2017	<p>That Council:</p> <p>1. Enters into an agreement with the Shire of Kalamunda for the provision of building services as outlined in the proposed Memorandum of Understanding and Shared Services Agreement for a period of three years; and</p> <p>2. Authorises the President and Chief Executive Officer to affix the common seal to the Memorandum of Understanding and Shared Services Agreement.</p>	<p>1. CEO</p> <p>2. CEO</p>	<p>1. Noted</p> <p>2. Draft prepared</p>	<p>1. Completed</p> <p>2. Completed</p>
113/2017 20/06/2017	<p>That Council in accordance with section 3.16 of the Local Government Act 1995, undertakes a review of the following local laws:</p> <ul style="list-style-type: none"> <li>• Swimming Pool Memorial – 8/11/1962;</li> <li>• Pest Plants – 30/7/1982;</li> <li>• Trading in Public Places – 23/1/2001;</li> <li>• Standing Orders – 23/1/2001; and</li> <li>• Fencing – 26/9/2003.</li> </ul>	<p>1. CEO/GPO</p>	<p>1. Process commenced</p>	<p>1. In Progress</p>
117/2017 18/07/2017	<p>That Councillor Hickey be granted a Leave of Absence from Council during August 2017.</p>	<p>1. CEO</p>	<p>1. Noted</p>	<p>1. Completed</p>
118/2017 18/07/2017	<p>That Councillor Baker be granted a Leave of Absence from Council during September 2017.</p>	<p>2. CEO</p>	<p>2. Noted</p>	<p>2. Completed</p>

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<p>124/2017 18/07/2017</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Agree to extend the Roe Regional Environmental Health Services Scheme Memorandum of Understanding (MOU) subject to the removal of Bruce Rock from the Cost Schedule. Agree to extend the Roe Regional Environmental Health Services Scheme Memorandum of Understanding (MOU) subject to the removal of Bruce Rock from the Cost Schedule.</li> <li>2. That the Chief Executive Officer be authorised to prepare and sign the necessary documentation on behalf of the Shire to undertake the extension of the Roe Regional Environmental Health Services Scheme MOU as provide for in 1. above.</li> </ol>	<ol style="list-style-type: none"> <li>1. CEO/GPO</li> </ol>	<ol style="list-style-type: none"> <li>1. Process commenced</li> </ol>	<ol style="list-style-type: none"> <li>1. In Progress</li> </ol>
<p>125/2017 18/07/2017</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Discontinue the Eastern Wheatbelt Primary Care Project Wheatbelt General Practice Business Support Service Shire (EWPCP WBGPBSS) Shire Governance Committee noting that and each Shire will individually plan for future changes in General Practitioner servicing. Discontinue the Eastern Wheatbelt Primary Care Project Wheatbelt General Practice Business Support Service Shire (EWPCP WBGPBSS) Shire Governance Committee noting that and each Shire will individually plan for future changes in General Practitioner servicing.</li> <li>2. End the collective EWPCP WBGPBSS Shire Governance Committee fund and return the balances held to each Shire on the basis of overall contribution minus drawdown. Any shortfall in the balances to be shared equally between Shire contributors. This will take place once the term deposits have matured. End the collective EWPCP WBGPBSS Shire Governance Committee fund and return the balances held to each Shire on the basis of overall contribution minus drawdown. Any shortfall in the balances to be shared equally between Shire contributors. This will take place once the term deposits have matured.</li> <li>3. Amend the existing Roe Health Memorandum of Understanding (MOU) to include greater health services as a standing agenda item in addition to the existing Environmental Health provisions, and invite key stakeholders to provide input and advice at these meetings, such as Rural Health West.</li> <li>4. Amend the existing Roe Health Memorandum of Understanding (MOU) to include greater health services as a standing agenda item in addition to</li> </ol>	<ol style="list-style-type: none"> <li>1. CEO</li> <li>2. CEO</li> <li>3. CEO</li> <li>4. CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Noted</li> <li>3. Noted</li> <li>4. Noted</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Completed</li> <li>3. Completed</li> <li>4. In Progress</li> </ol>

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	<p>the existing Environmental Health provisions, and invite key stakeholders to provide input and advice at these meetings, such as Rural Health West.</p> <p>5. Continue to hold individual Shire membership of Rural Health West(RHW) (approximately \$100pa).Continue to hold individual Shire membership of Rural Health West(RHW) (approximately \$100pa).</p> <p>6. Invite RHW and Lake Grace Shire to participate in the RoeROC Agenda discussions. Invite RHW and Lake Grace Shire to participate in the RoeROC Agenda discussions.</p> <p>7. Notes that in addition, each individual Shire would consider: Notes that in addition, each individual Shire would consider:</p> <ul style="list-style-type: none"> <li>• Placing all funds returned from EWPCP WGPBSS Shire Governance Committee in a new Shire Reserve Fund for the purpose of “Medical Services Support” and that Council give consideration in their 2017/2018 budget of a continued allocation to the fund to assist with future proofing the provision of medical services (current allocation \$15,000).</li> </ul> <p>8. Write to RHW acknowledging and thanking them for their valued assistance to this project.</p>	<p>5. CEO</p> <p>6. CEO</p> <p>7. CEO</p> <p>8. CEO</p>	<p>5. Noted</p> <p>6. Noted</p> <p>7. Noted</p> <p>8. Letter sent</p>	<p>5. Noted</p> <p>6. Completed</p> <p>7. Noted</p> <p>8. Completed</p>
<p>133/2017 18/07/2017</p>	<p>That Council:</p> <p>1. Note the correspondence from the Joint Standing Committee on Delegated Legislation in relation to the Shire of Corrigin Animal, Environment and Nuisance Local Law 2016 and a requirement to amend or delete the definition of 'affiliated person' in clause 1.4 and consequentially, clauses 2.5(b) and 2.8(3); and delete clauses 3.9(c) and 4.12(1) as provided in Attachment 8.2.3.</p> <p>2. With respect to the Shire of Corrigin Animal, Environment and Nuisance Local Law 2016 undertake to ensure that:</p> <ol style="list-style-type: none"> <li>a) all consequential amendments arising from the undertakings will be made;</li> <li>b) That until clause 3.9(c) is deleted, a notice will be posted on the Shire's website next the local law alerting residents to the error and the fact that the Commonwealth now regulates this field through a licensing system;</li> </ol>	<p>1. CEO</p> <p>2. CEO</p>	<p>1. Noted</p> <p>2. Noted</p>	<p>1. Noted</p> <p>2. Completed</p>

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	<p>c) the Local Law will not be enforced in a manner contrary to the undertakings given. the undertakings will be completed within six months of the date of the letter giving the undertaking;</p> <p>d) the Shire will provide a copy of the minutes of the Ordinary meeting of 18 July 2017 to the Joint Standing Committee on Delegated Legislation meeting being the meeting at which the Shire of Corrigin Council resolved to provide the undertaking; and</p> <p>e) where the Local Law is made publicly available, whether in hard copy or electronic form, it be accompanied by a copy of these undertakings.</p> <p>3. Request the Chief Executive Officer to:</p> <p>a) Provide a further report to Council that addresses the preparation of a future Shire of Corrigin Animal, Environment and Nuisance Amendment Local Law 2016; and</p> <p>b) Advise the Joint Standing Committee on Delegated Legislation of Items 1, 2 and 3(a) above.</p>	3. CEO	3. Noted	3. Completed
134/2017 18/07/2017	That Council pursuant to Section 9.58 of the Local Government Act 1995 resolves to appoint: Cr Lyn Baker; and Cr Des Hickey; as Council's delegates for the 2017 WALGA Annual General Meeting above.	1. CEO	1. Noted	1. Completed
137/2017 18/07/2017	That Council:			
	1. Authorise the Chief Executive Officer, Cr Baker, Cr Dickinson, Cr Hardingham, Cr Hickey, Works and Services (or his delegate) and Bruce Lorimer (CORE Consulting) to interview representatives of Red Dust Holdings and Quairading Earthmoving to confirm their suitability and capacity of the company to undertake the supply of civil works, plant, equipment and labour for reinstatement works associated with the WANDRRA AGRN743 claim at several locations across the Shire's local road network	1. CEO	1. Noted	1. Completed
	2. Subject to Chief Executive Officer, Cr Baker, Cr Dickinson, Cr Hardingham, Cr Hickey, Manager Works and Services (or his delegate) and Bruce Lorimer (CORE Consulting) present at the interview unanimously concluding the suitability of a company as result of 1. above, delegate to	2. CEO	2. Noted	2. Completed



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	the Chief Executive Officer authority to appoint the preferred company in accordance with their quotation as submitted for the supply of civil works, plant, equipment and labour for reinstatement works associated with the WANDRRA AGRN743 claim at several locations across the Shire's local road network and if required, authorise the Shire President and the Chief Executive Officer to affix the common seal of the Shire of Corrigin on the documents.			
139/2017 18/07/2017	That Council: 1. Note the Report and thank the Economic and Tourism Development Strategy Working Group for their input, commitment and diligence efforts in reporting the outcomes of the Economic and Tourism Development Strategy to Council. 2. Note the Shire of Corrigin Economic and Tourism Strategy: Background Analysis (Attachment 8.2.64A). 3. Adopt the Shire of Corrigin Economic and Tourism Strategy 2017-2026 (Attachment 8.2.64B).	1. CEO  2. CEO  3. CEO	1. Noted  2. Noted  3. Noted	1. Noted  2. Noted  3. Completed
140/2017 18/07/2017	That Council: 1. Support in principle the priorities of the Shire of Corrigin Economic and Tourism Strategy: Action Plan 2017/18 ('Action Plan') (Attachment 8.2.64C as amended) 2. Request the Chief Executive officer to make appropriate arrangements to refer the 'Priority 'A' matters as identified in the 'Action Plan' to Council as part of considerations for the 2017/18 Budget consideration and the revised Long Term Financial Plan.	1. CEO  2. CEO	1. Noted  2. Noted	1. Noted  2. Completed
143/2017 18/07/2017	That Council: 1. Not accept the offer dated 16 July 2017 for Lot 8 Abe Way, Granite Rise Estate, Corrigin. 2. Authorise the Shire President and Chief Executive Officer to counter offer for the purchase of Lot 8 Abe Way, Granite Rise Estate, Corrigin. 3. That should an acceptable sale be achieved, authorise the Shire President and Chief Executive Officer to execute the sale documents and affix the Common Seal on behalf of the Shire of Corrigin. 4. That Council consider any acceptance pursuant to s.30 (2a)(b) of the Local Government (Functions and General) Regulations.	1. CEO  2. CEO/Shire President 3. CEO/Shire President  4. CEO	1. Noted  2. Noted  3. Offer received and accepted  4. Noted	1. Noted  2. Completed  3. Completed  4. Completed

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145/2017 18/07/2017	That Council accept a move to change the date of the August 2017 Ordinary meeting of Council from the 15th August to 22nd August 2017 as Urgent Business.	1. CEO/GEO	1. Noted	1. Completed
146/2017 18/07/2017	That Council: 1. Change the date of the August 2017 Ordinary meeting of Council from the 15th August to 22nd August 2017. 2. Request the Chief Executive Officer to give local public notice of the change to the August Ordinary meeting of Council from the 15th August to 22nd August 2017 as provide for in 1. above.	1. CEO/GEO 2. CEO/GEO	1. Noted 2. Notification given	1. Completed 2. Completed
147/2017 18/07/2017	That Council: 1. Notes the Agenda for the 2017 Western Australian Local Government Association (WALGA) Annual General Meeting (AGM) to be held at the Perth Convention Exhibition Centre, 21 Mounts Bay Road, Perth Riverside Theatre (Level 2) on Wednesday 2 August 2017 commencing at 1.30 pm (Attachment 15.1). 2. Should 'late motions' be presented to the AGM that Council, authorise Shire of Corrigin Delegates to vote on the respective merit of the 'late motion/s'.	1. President/Dep uty President 2. President/Dep uty President	1. Noted 2. Noted	1. Completed 2. Completed

**OFFICER'S RECOMMENDATION**

*That Council accept the report outlining the actions performed under delegated authority for the period 1 July to 31 July 2017 and receive the Status Report as at 16 August 2017*

**8.2.2. GENERAL COMPLIANCE REPORTING – JULY 2017**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	22 August 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 July 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 July 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 July 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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council acknowledge the General Compliance Report for July 2017 and Shire of Corrigin Status Report as at 13 July 2017.*

**8.2.3. OFFER TO PURCHASE LOT 1 LAWTON WAY, GRANITE RISE ESTATE, CORRIGIN  
(CONFIDENTIAL)**

Applicant:	Shire of Corrigin
Location:	Corrigin
Date:	12 August 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	LUP 0002
Attachment Reference:	None

**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:

- s5.23 (2)(c)      *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*
- s5.23 (2)(e)(ii)      *a matter that if disclosed, would reveal information that has a commercial value to a person*

**OFFICER'S RECOMMENDATION**

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

**OFFICER'S RECOMMENDATION**

*That Council:*

- 1. Accept the offer dated 28 July 2017 for Lot 1 Lawton Way, Granite Rise Estate, Corrigin.*
- 2. That Council consider acceptance of the offer referred to in 1. above pursuant to s.30 (2a)(b) of the Local Government (Functions and General) Regulations.*

**8.2.4. TENDER FOR SALE OF LAND – LOTS 2-7 (INCLUSIVE) 9-16 (INCLUSIVE) AND 19-33 (INCLUSIVE)  
GRANITE RISE ESTATE, CORRIGIN (CONFIDENTIAL)**

Applicant:	Shire of Corrigin
Location:	Corrigin Townsite
Date:	12 August 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	RFT 02/2017
Attachment Reference:	Attachment 8.2.4 - Granite Rise Subdivision Lot Price Estimates (Confidential)

**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:

- s5.23 (2)(c)      *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*
- s5.23 (2)(e)(ii)      *a matter that if disclosed, would reveal information that has a commercial value to a person*

**OFFICER'S RECOMMENDATION**

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

**OFFICER'S RECOMMENDATION**

*That Council:*

- 1. Authorises the Chief Executive Officer to offer for sale by Public Tender, Lots 2-7 (inclusive) 9-16 (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.*

**8.2.5. AUTHORISATION TO SEEK NEW TITLES AND DETERMINE THE ESTIMATED VALUE OF SHIRE OWNED LOTS AT COURBOULES CRESCENT, JANE DRIVE AND TURNER AVENUE, CORRIGIN**

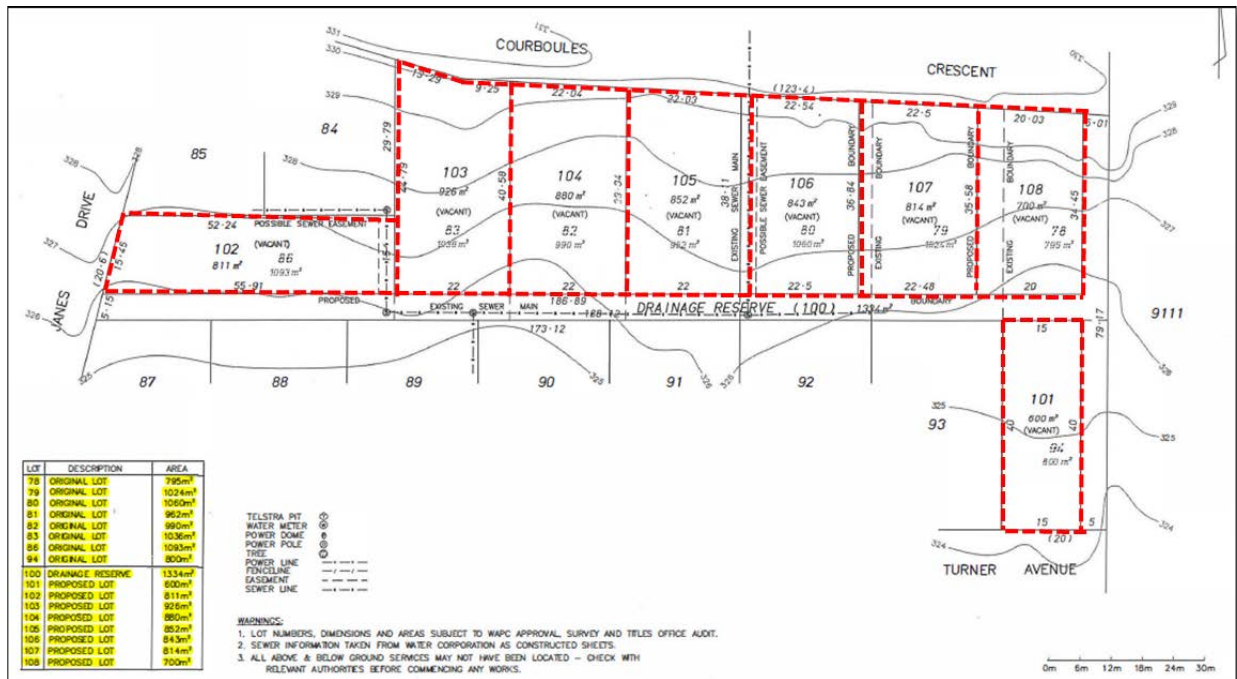
Applicant:	Shire of Corrigin
Location:	Courboules Crescent, Jane Drive and Turner Avenue, Corrigin
Date:	15 August 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Numbers:	A683, A684, A685, A686, A687, A688, A690, A832 and A1042
Attachment Reference:	None

**SUMMARY**

Council is requested to authorise the Chief Executive Officer and the Shire President to seek new titles and determine valuation of new lots at Courboules Crescent, Jane Drive and Turner Avenue, Corrigin.

**BACKGROUND**

Over the past several years, the Shire has worked to re-subdivide land currently known as Lots 78 to 83 (incl), 86 & 94 Janes Drive, Turner Avenue and Courboules Crescent, Corrigin and create a drainage reserve at the rear of these lots (as follows):



**COMMENT**

The subdivision is completed and application to LandGate is now required to seek new titles for these vacant lots. In this regard, authorisation for the Chief Executive Officer and the Shire President to pursue the titles from Landgate and to use the Common Seal is sought.

The Shire also owns (vacant) Lot 85 along with Lot 84 (occupied by a dwelling leased to GROH). It is considered appropriate for Council to consider a strategy for the sale of these and the lots subject of the LandGate application, in a manner that maximises returns and doesn't potentially conflict with sales at Granite Rise.

In this regard, it is recommended that Council seek from local and regional real estate agents, an estimate of the value of these lots and report this back to Council for consideration. It is anticipated that a tender arrangement similar to what is undertaken at Granite Rise be considered as part of any future report to Council.

**STATUTORY ENVIRONMENT**

*Transfer of Land Act 1893* (creation of titles)  
*S9.49A of the Local Government Act 1995* (use of Common Seal)

**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 and Corporate Business Plan 2017-2021:

**Objective: Economic**

***A strong, diverse economy supporting agriculture, local business and attracting new industry***

**Outcome 1.2 Adequate land availability for development**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.2.1	Identify appropriate land available for development	1.2.1.1	Identify appropriate land and provide the opportunity for additional industrial land and lifestyle lots to encourage the expansion of industrial & retail business, including a review of the Town Planning Scheme

**Outcome 1.3 Well supported diverse industry and business**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.3.1	Develop and implement an Economic and Tourism Strategy for the district	1.3.1.1	Develop an affordable Economic and Tourism Development Strategy for the District based on Regional Opportunities

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

*That Council:*

- 1. Authorise the Chief Executive Officer and Shire President to execute the relevant documents associated with any application to LandGate for new titles associated with land currently referred as Lots 78 to 83 (incl), 86 & 94 Janes Drive, Turner Avenue and Courboules Crescent, Corrigin.*



2. *Requests the Chief Executive Officer to seek the views of local and regional real estate agents as required to ascertain an estimated value of Lots 78 to 83 (incl), 85 & 94 Janes Drive, Turner Avenue and Courboules Crescent, Corrigin and to refer the matter back to Council for consideration.*

**8.2.6 AMENDMENT NO. 5 TO SHIRE OF CORRIGIN LOCAL PLANNING SCHEME NO. 2 –  
PROPOSED DENSITY CHANGES IN THE CORRIGIN TOWNSITE AND RECODING OF RESIDENTIAL  
LAND FROM R12.5 TO R20 – FOR FINAL ADOPTION**

Applicant:	Shire of Corrigin
Location:	Residential Zoned Land in the Corrigin Townsite
Date:	11 August 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose.
File Number:	DBC0012
Attachment Reference:	Attachment 8.2.6A - Scheme amendment documentation Attachment 8.2.6B – Schedule of Submissions

**SUMMARY**

This report recommends that Council resolve to adopt for final approval, Amendment No. 5 to the Shire of Corrigin Local Planning Scheme No. 2 (LPS 2) to provide the opportunity for increased residential density within the Corrigin townsite.

**BACKGROUND**

As with most local planning schemes in Western Australia, the Residential Design Codes (R Codes) are incorporated by reference requiring all residential use and development to be in accordance with the R Codes. The R Codes are a State Planning Policy and apply statewide to the majority of the local government local planning schemes.

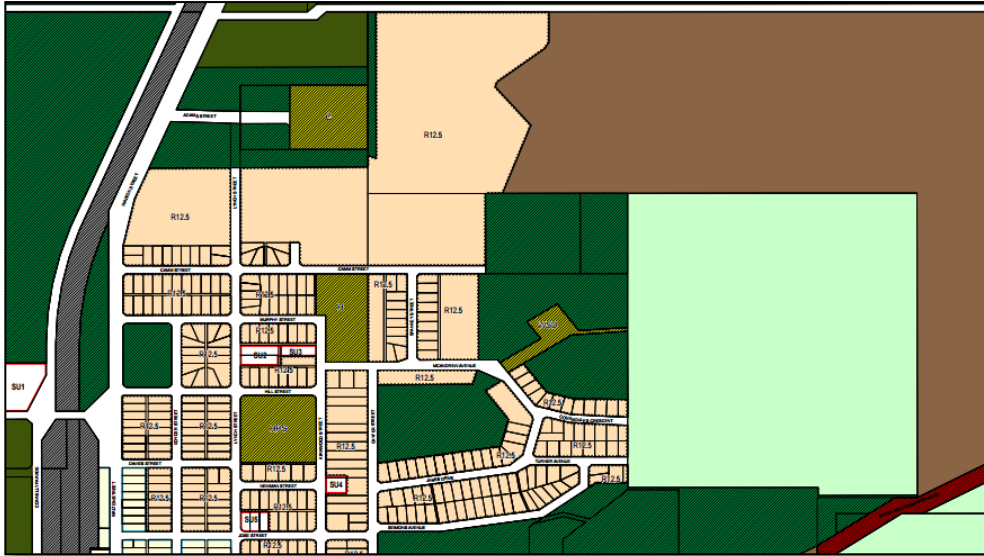
When TPS 2 was originally prepared in the late 1990's residential lots / areas were designated R Codes according to the most appropriate density based on existing character and values to be retained in the future. Clause 5 of TPS 2 empowers the R-Codes as the principal policy for which all residential development must be assessed against.

The maps associated with TPS 2 clearly identify all residential lots with an R Code, the number of which identifies the maximum density on a per hectare basis. For example, a lot with an R Code of R12.5 has a general low urban density of 12.5 dwellings per hectare. On a square metre basis this equates to a minimum of 700m<sup>2</sup> site/lot area per dwelling and average of 800m<sup>2</sup>. As the following shows, the Residential Design Code density which applies to land zoned for residential use in Corrigin is R12.5.

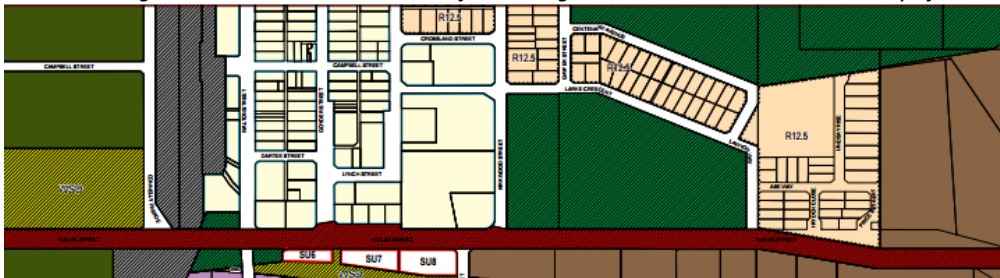
It should be noted that Clause 5.2.1 of TPS 2 contains a provision which enables lots in the townsite where sewer is available to be developed for two grouped dwellings (at a density of R20). Where no sewerage is available, the R12.5 density Code applies to any grouped dwelling development. However, it is important to note that Clause 5.2.1 only applies to development and not to subdivision. In this regard, the density provisions of R12.5 (minimum of 700m<sup>2</sup> per lot and average of 800m<sup>2</sup>) apply to any proposal to subdivide land. As the majority of lots in the Corrigin townsite are in the vicinity of 1,000m<sup>2</sup> in area, subdivision is not an option for most landowners.

At the Ordinary Meeting of 20 September 2016, Council agreed to amend LPS No. 2. to provide the opportunity for increased residential density within the Corrigin townsite.

Documents and plans setting out and explaining the scheme amendment proposal are included as **Attachment 8.2.3A**.



TPS2 showing Residential land in the 'north' of the Corrigin townsite with an R Code density of R12.5



TPS2 showing Residential land in the 'south' of the Corrigin townsite with an R Code density of R12.5

### Consultation

In accordance with statutory requirements, Amendment No. 5 was referred to the Environmental Protection Authority (EPA) for assessment. The Shire was advised by the EPA that the proposal was not to be formally assessed.

As required in the *Planning and Development (Local Planning Schemes) Regulations 2015*, notice of this proposed amendment was advertised in the following manner:

- Notice published in the *Narrogin Observer* on Wednesday 14 June 2017, with submissions closing on 4pm Friday 28 July 2017;
- The following stakeholders advised in writing of the proposed amendment:
  - Western Australian Land Authority;
  - Western Power;
  - Water Corporation;
  - Department of Industry and Resource;
  - MRWA – Wheatbelt Region (Northam Office);
  - Telstra;
  - Department of Regional Development;
  - DFES Area Officer; and
  - Western Australian Land Information Authority;
- Notice published on the Shire's website;
- Notice and 'editorial' published in Monday 26 June 2017 edition of the *Windmill Newspaper*;
- Notice published on the Shire noticeboard and reception window; and

In response to this advertising, the three (3) submissions of no comment or objection were received and addressed in **Attachment 8.2.3B**:

## **COMMENT**

Scheme Amendment No. 5 has been prepared to provide the opportunity for increased residential density within the Corrigin townsite. During the consultation period the Shire received three (3) submission of no objection and it is recommended the Amendment be adopted without modifications.

## **STATUTORY ENVIRONMENT**

### *Planning and Development Act 2005*

Local Planning Scheme amendments are processed in accordance with the Planning and Development Act (2005) and associated Regulations. The decision on whether to adopt an amendment is solely that of Council. Upon adoption by Council the amendment is referred to the Environmental Protection Authority (EPA) after which public advertising of the proposal occurs.

After public advertising, Council must consider whether to adopt the amendment for final approval with or without modifications (this is where this proposed Amendment currently sits in the process). The final decision on whether to grant final approval to an amendment rests with the Minister for Planning acting upon recommendation from the Western Australian Planning Commission. When making a resolution to amend LPS 2 Council had to specify whether the amendment is a complex amendment, a standard amendment or a basic amendment and include an explanation of the reason for the local government forming that opinion.

Council resolved that the classification selected was a 'standard' amendment rather than complex for the reason that the amendment will *"not result in any significant environmental, social, economic or governance impacts on land in the scheme area"*.

This allowed the Shire to publicly advertise the Scheme Amendment without requiring WAPC approval. Council's reasoning to classify Amendment No. 4 were supported by the EPA's decision not to formally assess the Amendment.

### *Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations)*

The *Regulations* apply to the submission, processing and approval of proposed Scheme Amendments. *Regulation 35* provides for a Local Government to resolve to prepare or adopt an amendment to a local planning scheme.

### *Shire of Corrigin Town Planning Scheme No. 2*

### *Environment Protection Act 1986 (s48A (1) (a))*

*State Planning Policy 3 - Urban Growth and Settlement (SPP 3)* - includes the following objectives:

- To promote a sustainable and well planned pattern of settlement across the State, with sufficient and suitable land to provide for a wide variety of housing, employment, recreation facilities and open space.
- To build on existing communities with established local and regional economies, concentrate investment in the improvement of services and infrastructure and enhance the quality of life in those communities.
- To manage the growth and development of urban areas in response to the social and economic needs of the community and in recognition of relevant climatic, environmental, heritage and community values and constraints.
- To promote the development of a sustainable and liveable neighbourhood form which reduces energy, water and travel demand while ensuring safe and convenient access to employment and services by all modes, provides choice and affordability of housing and creates an identifiable sense of place for each community.
- To coordinate new development with the efficient, economic and timely provision of infrastructure and services.

**POLICY IMPLICATIONS**

The issue of seeking to increase density opportunities for Corrigin has been addressed in several Council policy documents including the “*Shire of Corrigin Age Friendly Community Report and Plan*” (Adopted 21 August 2016).

Strategy	Task/Outcome	Priority	Responsibility
Housing			
Establish capacity for subdivision of town blocks to enable easier “downsizing”	Adopt a town planning scheme which allows for blocks suitable for “downsizing”	High	Shire

**FINANCIAL IMPLICATIONS**

Should the Minister for Planning approve Amendment No. 5 to the LPS No. 2, advertising costs of around \$2,000 will be required to place notifications in the Government Gazette and Narrogin Observer.

**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 and Corporate Business Plan 2017-2021:

**Objective: Economic**

**A strong, diverse economy supporting agriculture, local business and attracting new industry**

**Outcome 1.2 Adequate land availability for development**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.2.2	Review Local Town Planning Scheme	1.2.2.1	Update the Shire of Corrigin's Planning Scheme to allow increased residential density by changing classifications from R12.5 to R17.5
		1.2.2.2	Provide, maintain and review Town Planning Scheme to support development along with orderly and proper planning

**VOTING REQUIREMENT**

Simple Majority

**OFFICER’S RECOMMENDATION**

*That Council:*

1. *Note that Amendment No. 5 to the Shire of Corrigin Local Planning Scheme No. 2 (“Scheme”) has been advertised for public comment and three (3) submissions were received.*
2. *Adopt the recommendations in the ‘Table of Submissions’ which is included as Attachment 8.2.6B.*

3. *In pursuance of Section 75 of the Planning and Development Act 2005 ("Act"), adopt Scheme Amendment No. 5 to the Scheme for final approval without modification by:
    1. *Recoding all lots classified 'Residential' zone in the Corrigin townsite from R12.5 to R20;*
    2. *Amending the Scheme Maps accordingly;*
    3. *Delete the current wording in Clause 5.2.1 of the Scheme Text and insert the following new wording:  
"5.2.1 The Residential Design Code density which applies to land zoned for residential use within the Scheme Area is R20. However, notwithstanding any other provisions of the Scheme, where reticulated sewerage and water is available to a lot in the Corrigin townsite and where that lot is zoned 'Residential':
      - (a) *subject to Sub-Clause (b), the local government may for the purposes of urban consolidation, consent to the development of a lot for the purposes of grouped dwellings at a maximum density of R40 on a lot/s greater than 1,500m<sup>2</sup> within any area coded R20 on the Scheme Map, subject to advertising of the required development application pursuant to Clause 6.3; and*
      - (b) *in determining any development application lodged pursuant to Sub-Clauses (a) above the local government shall consider, in addition to those matters listed in Clause 6.5, the objectives for all land classified Residential zone, any relevant Local Planning Policy and the likely impacts of the proposed development on the amenity of the immediate locality in which the proposed development is to be situated."***
4. *Determine that this proposed Amendment No. 5 is a "Standard Amendment" under Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:
  - 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."**
5. *Authorise the Chief Executive Officer and Shire President to execute the relevant documents associated with Amendment No. 5.*
6. *Authorise the Chief Executive Officer to lodge the formal documentation associated with Amendment No. 5 with the Western Australian Planning Commission (WAPC) to seek final approval by the Minister for Planning, and undertake any modifications that are required by the WAPC and / or Minister.*

### **8.2.7 REVIEW OF THE EMERGENCY SERVICES LEVY**

Applicant:	Economic Regulation Authority
Location:	Whole of Shire
Date:	12 August 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose.
File Number:	ES 0006
Attachment Reference:	Attachment 8.2.7A – Executive Summary and list of recommendations from the draft report prepared by the Economic Regulation Authority Attachment 8.2.7B – Submission to Economic Regulation Authority

#### **SUMMARY**

The Economic Regulation Authority (ERA) has released its draft report titled “Review of the Emergency Services Levy” and sought ‘stakeholder’ comments before 11 August 2017. The Shire has provided the ERA with a conditional response and Council is requested to consider and endorse the recommendations provided.

#### **BACKGROUND**

The Special Inquiry into the January 2016 Waroona Fire recommended that an independent review be conducted of the current arrangements for the management and distribution of the Emergency Services Levy. The previous State Government assigned this review to the Economic Regulation Authority (ERA). The State Government asked the ERA to look at options to improve the allocation of ESL funds. The ERA was also asked to review to what extent the ESL should be available to fund a Rural Fire Service, and what effect that would have on how much people pay for emergency services. The ERA is an independent statutory authority established by the Parliament of Western Australia. It works independently of industry, government and other interests to ensure decisions and recommendations are free from bias.

On 7 July 2017 the ERA released its draft report on the review of the ESL. WALGA has assessed the draft report and have expressed the view that the ERA has acknowledged a number of important issues, including:

- The need for greater transparency and accountability about how money is spent on emergency services.
- Recognition that the agency that advises the Minister for Emergency Services on ESL revenue and rates should not benefit from the ESL.
- A recommendation that the oversight function of the ESL should be removed from the Department of Fire and Emergency Services (DFES) and given to the Office of Emergency Management (OEM), to provide a level of transparency and introduce accountability to those agencies responsible for delivering emergency services to communities throughout Western Australia.
- It was pleasing to hear that the ERA considered the main purpose of the ESL is to enable all Emergency service workers to be ready to respond to emergencies across the state. This includes the ESL funding preparedness activities that have community wide benefits or which involve coordination of prevention across tenure.
- A recommendation that Local Governments should be compensated for the cost of collecting ESL revenue (including the costs of recovering unpaid debts and any ESL revenue that cannot be recovered).
- The ERA were asked to review to what extent the ESL should be available to fund a Rural Fire Service, and what effect that would have on how much people pay for emergency services.

The draft report has highlighted models ranging from \$4.2 million to \$560 million. The ERA opened a consultation period for submissions against the draft report which closed on 16 August 2017. All feedback collected during this period will inform the final report that will be tabled with the Treasurer by 29 September 2017.

#### **COMMENT**

The draft ERA report is 283 pages in length and can be viewed or downloaded at:

<https://www.erawa.com.au/cproot/18058/2/ESL>

The Executive Summary and list of recommendations have been extracted from the draft ERA report and are included as **Attachment 8.2.7A**. The draft report contains 37 recommendations.

The Shire assessed the draft ERA report and provided a conditional response to the ERA before the closing date of 11 August 2017 (**Attachment 8.2.7B**). Of the 37 recommendations it is recommended that 29 be supported, six partially supported and 2 opposed. It is understood that the majority of the Shire's recommendations are generally in accordance with WALGA's position.

The two recommendations opposed by the Shire in the submission are as follows:

- Recommendation 7 – “The Office of Emergency Management should be the body of appeal for ESL related issues, and the Fire and Emergency Services Commissioner’s appeal role should be revoked.” The reason for opposing this recommendation is that it will still see the same agency that determined and distributes the ESL also assessing appeals against its own determinations. Most other decision making processes that contain an appeal right have an independent process for determining appeals (i.e. town planning, building) and the establishment of an independent appeal authority to hear and determine appeals would ensure that the appeals process was fully independent and transparent.
- Recommendation 18 – “Grouping of properties should be discontinued for the purpose of calculating the ESL.” The reason for opposing this recommendation is that property owners with contiguous lots can apply for group rating and this can be approved where it can be demonstrated that the contiguous property is managed as a single land holding. It is unclear why in these circumstances the same property owner would be required to pay ESL on all separate lots. This appears to be simply a case of revenue raising.

Section 7 of the ERA draft report addresses the subject of funding a rural fire service. The terms of reference for the report required the ERA to consider the extent to which the use of the ESL to fund a rural fire service would impact on ESL rates. The ERA draft report considered two models for a rural fire service – one low cost and one high cost. In reality if a rural fire service is created it wouldn't be either of these models but rather a hybrid model. The high cost model included in the draft report includes the employment of 30 fire fighters for each of the estimated 120 new RFS stations. This is considered to be an unrealistic model and it is questioned why a paid fire fighters model was even used when paid fire fighters aren't part of the existing bush fire brigades model!

The cost estimates also include significant costs for constructing a new RFS Headquarters, acquiring new trucks (\$1.9 million x 120 RFS) and truck maintenance. It is reasonable to assume that the costs of acquiring new trucks and undertaking maintenance would be offset by significant decreases in similar expenditure by DFES as that agency wouldn't be responsible for these items for bush fire brigades. Likewise the significant decrease in operational responsibility for DFES in regional areas may free up space in one of its existing regional officers to accommodate the Rural Fire Service.

The observations made by the Shire to the ERA are that placing a model with a cost estimate of \$557million isn't realistic and simply provides easy reasons to shelve consideration of a RFS.



The six recommendations listed for partial support are Recommendations 9, 10, 11, 13, 17 and 21. The reasons for this position are articulated in the submission (**Attachment 8.2.7B**). It open for Council to modify the Shire’s submission as it sees fit.

**STATUTORY ENVIRONMENT**

The *Economic Regulation Authority Act 2003* pronounces the legislative obligations for the ERA and its Minister. The final report produced by the ERA is to be laid before each House of Parliament within 28 days after the Minister receives the report. (ERA Act 2006, s.26 (6)).

**POLICY IMPLICATIONS**

There are no known policies relevant to this matter.

**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 and Corporate Business Plan 2017-2021:

**Objective: Economic**

**A strong, diverse economy supporting agriculture, local business and attracting new industry**

**Outcome 3.1 An inclusive, welcoming and active community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
3.1.4	Collaborate with emergency service and community volunteers	3.1.4.1	Identify appropriate land and provide the opportunity for additional industrial land and lifestyle lots to encourage the expansion of industrial & retail business, including a review of the Town Planning Scheme
		3.1.4.2	Engage with the community, in particular volunteers and volunteer organisations to establish how the community can ensure a going sustainable volunteer services / roles within the community.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER’S RECOMMENDATION**

*That Council endorse the Shire’s submission to the Economic Regulation Authority in relation to the draft report titled “Review of the Emergency Services Levy” as provided in Attachment 8.2.7B.*

### 8.2.8 VEHICLE LICENCE CONCESSIONS AND DIRECT GRANTS

Applicant:	Main Roads WA
Location:	Whole of Shire
Date:	15 August 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose.
File Number:	GR0065
Attachment Reference:	Attachment 8.2.8 – correspondence from MRWA confirming the reduction in the Direct Grant

#### SUMMARY

The State Government has reduced the Direct Grant of the State Road Funds to the Shire and all local governments by 42% for 2017/18 and by a similar percentage in following years.

#### BACKGROUND

The State Government has made the decision to reduce the Direct Grants pool of the State Road Funds to the Local Government Program by the values of \$10.3 million in 2017/18 and \$9.8 million in subsequent years. **Attachment 8.2.8** provides a copy of correspondence from MRWA confirming the reduction in the Direct Grant.

#### COMMENT

The Direct Grant of the State Road Funds to the Shire for 2017/18 was originally set to be \$158,191. As a result, the State Government has reduced the Grant for the Shire for 2017/18 to \$91,104.

In an ABC News item of 26 July 2017, the Hon. Rita Saffioti MLA, Minister for Transport; Planning; Lands was reported as saying:

***"Ms Saffioti said councils would now be expected to use the money they had been expecting to pay in motor vehicle licences to make up for the road funding rejection.***

***"Councils were expecting to [pay], but now will not be paying, their motor vehicle registration," Ms Saffioti said.***

***"Now they can use that money to fund roads. The alternate is that taxpayers have to borrow more, that was our choice."***

On behalf of the 19 Local Governments in the Wheatbelt South Regional Road Group (WSRRG), the Shire President as 'Chair' of the WSRRG has written to the Minister strongly protesting the recent cuts to road funding.

#### STATUTORY ENVIRONMENT

There are no known statutory environment matters relevant to this item.

#### POLICY IMPLICATIONS

There are no known policies relevant to this matter.

#### FINANCIAL IMPLICATIONS

There are financial implications in relation to this item which relate to the Direct Grant for the Shire for 2017/18 being reduced to \$91,104. This represents a reduction that is equivalent to 3% of rates. Council will need to address the reduction of road funding as a part of the overall Budget deliberations.

**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 and Corporate Business Plan 2017-2021:

**Objective: Economic**

**A strong, diverse economy supporting agriculture, local business and attracting new industry**

**Outcome 1.1 A well planned and connected transport and communications network within the district**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.1.1	Develop and implement road asset management plans	1.1.1.1	Develop a road asset management plan including network hierarchy and service levels.
		1.1.1.2	Develop a footpath management plan, including hierarchy and service levels
		1.1.1.3	Road asset management plan and footpath management plan to be incorporated in the review and expansion of the Asset Management Plan (AMP)
		1.1.1.4	Road asset management plan and footpath management plan to be implemented through road works program.
1.1.2	Maintain transport network in line with asset management plans.	1.1.2.1	Prepare and review an annual Road Works Program for a minimum of a 10 year period outlining future capital renewals, upgrades and expansions within Councils available funding aligned to asset management plan.
		1.1.2.2	Prepare and review an annual Footpath Works Program for a minimum of a 4 year period outlining future capital renewals, upgrades and expansions within Councils available funding aligned to asset management plan.
		1.1.2.3	Advocate for the Secondary Freight Project.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER’S RECOMMENDATION**

*That Council note Attachment 8.2.8A and Attachment 8.2.8B in relation to the State Government’s decision to reduce the Direct Grants pool of the State Road Funds to the Local Government Program by the values of \$10.3 million in 2017/18 and \$9.8 million in subsequent years.*

**8.2.9. PLANNING APPLICATION – PROPOSED NEW OUTBUILDING WITH A REDUCE SET BACK AT LOT 45 (NO.24) JANES DRIVE, CORRIGIN**

Applicant:	Justin Bell (Landowner)
Location:	Lot 45 (No.27) Janes Drive, Corrigin
Date:	16August 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	A818
Attachment Reference:	Attachment 8.2.9 – Plans/elevations

**SUMMARY**

Council is requested issue Planning Approval for a reduced setback for an ‘outbuilding’ at Lot 45 (No.27) Janes Drive, Corrigin.

**BACKGROUND**

The applicant is seeking Council’s Planning Approval to reduce the setback for a new 84m<sup>2</sup> outbuilding at Lot 45 (No.27) Janes Drive, Corrigin. The new 84m<sup>2</sup> ‘outbuilding’ replaces a smaller 36m<sup>2</sup> outbuilding. Lot 45 is rectangular in shape, comprises a total area of approximately 1012m<sup>2</sup> and occupied by a dwelling and small shed/carport.



Under the terms of the information and plans submitted in support of the application the following is proposed new 84m<sup>2</sup> steel framed Colourbond ‘outbuilding’ with a width of 7 metres and a depth of 9 metres. The Applicant has provided a letter of no objection from the adjoining owner to the east (No. 25 Janes Drive) who would be most affected by the reduced setback.

Current Zoning & Land Use Permissibility

Lot 45 is classified ‘Residential R12.5’ zone under the Shire of Corrigin’s current operative Local Planning Scheme No.2 (LPS No.2). Under the terms of TPS No.2 the construction of an ‘outbuilding’ is permitted on land classified ‘Residential Zone’ zone subject to the consent of Council.

**COMMENT**

Compliance with Development Standards

An assessment of the proposal indicates that the approval of the development would result in a site coverage of approximately 35%. Under the State Government's Residential Design Codes ('RCodes'), a maximum of 55% site coverage is available for the site. Against the development standards of TPS No.2 and the RCodes, it is concluded that the proposal satisfies the majority of standards except for the following:

- The proposed new outbuilding comprises a one (1) metre setback from the adjoining property to the east in lieu of a 1.5 metre setback as provided under the RCodes;
- The proposed new outbuilding has a wall height of 3 metres in lieu of a 2.4 metre wall height as provided under the RCodes;

The R Codes allow for Council to approve a variation to the standards where Council is satisfied that the *"..... outbuildings do not detract from the streetscape or the visual amenity of residents or neighbouring properties"*. (Cl 5.4.3)

In this instance the Shire Administration considers that the application can be supported and therefore approved by Council for the following reasons:

- a. a letter of no objection from the adjoining owner to the east (No. 25 Janes Drive) has been provided;
- b. it is unlikely to have a significant negative impact in terms of the outbuilding's overall bulk and scale to the residential amenity of the neighbour;
- c. it is unlikely to set an undesirable precedent for future residential development on other lots; and
- d. the fire safety requirements of the National Construction Code of Australia are unlikely to be compromised in this particular instance.

It is noted that Amendment No. 5 to the LPS No.2 proposes to change the density provision of 'Residential zoned' land in Corrigin from R12.5 to R20. Should Amendment No. 5 be Gazetted, the only significant change that would affect the proposal on Lot 45 (No.27) Janes Drive, Corrigin would be that minimum site coverage would be reduced to 50% (instead of 55% under R12.5). The setback provisions remain the same.

It is concluded that the proposal setback for the proposed outbuilding is unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality. All other provisions of the RCodes relative to the proposal are achieved. In this regard, the application may therefore be approved by Council subject to conditions to ensure that the development proceeds in a proper and orderly manner.

**STATUTORY ENVIRONMENT**

*Shire of Corrigin Town Planning Scheme No.2  
Planning and Development Act 2005  
Residential Design Code*

**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 and Corporate Business Plan 2017-2021:

**Objective: Economic**

**A strong, diverse economy supporting agriculture, local business and attracting new industry**

**Outcome 1.2 Adequate land availability for development**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.2.2	Review Local Town Planning Scheme	1.2.2.1	Update the Shire of Corrigin's Planning Scheme to allow increased residential density by changing classifications from R12.5 to R17.5
		1.2.2.2	Provide, maintain and review Town Planning Scheme to support development along with orderly and proper planning

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council approves the application for planning approval submitted by Justin Bell (Landowner) to construct an 84m<sup>2</sup> outbuilding with a reduced setback at Lot 45 (No.27) Janes Drive, 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 outbuilding shall have a maximum wall height of 4 metres and a maximum ridge height of 3 metres.*
- 2. All stormwater generated by the proposed outbuilding shall be managed and disposed of to the specifications and satisfaction of the Shire of Corrigin.*

Advice Note

- 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.*

### 8.3 WORKS AND GENERAL PURPOSES REPORTS

There are no Works and General Purposes Reports

## 9 NOTICE OF MOTIONS FOR THE NEXT MEETING

## 10 CHIEF EXECUTIVE OFFICER'S REPORT

### 10.1 APPOINTMENT OF CHIEF EXECUTIVE OFFICER (ACTING)

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	12 August 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	This Item relates to leave arrangements for the CEO
File Number:	DAYM T
Attachment Reference:	Nil

#### SUMMARY

Council is requested to appoint Miss Taryn Dayman to the position of Chief Executive Officer (Acting) when the Chief Executive Officer (CEO) is on leave as outlined in the report.

#### BACKGROUND

The CEO Rob Paull, is scheduled to take leave as follows:

- From 26 August 2017 until 6 September 2017.

The CEO's leave dates are arranged such that they do not coincide with any Council or Committee meetings.

#### COMMENT

Miss Dayman has acted in the role of CEO (Acting) previously and is well qualified for the position.

#### STATUTORY ENVIRONMENT

*Local Government Act 1995*

Section 5.36 of the *Local Government Act 1995* requires that a local government is to employ a person to be the CEO of the local government.

Section 5.36(2) of the Act states that a person is not to be employed in the position of CEO unless the council believes that the person is suitably qualified for the position.

#### POLICY IMPLICATIONS

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

#### FINANCIAL IMPLICATIONS

There are no direct policy 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 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.2 An effective and efficient organisation**

<b>Strategy</b>	<b>Action No.</b>	<b>Actions</b>
Provide a positive and effective workplace	4.2.4.1	Develop and implement a workforce plan and appropriate human resource management policies and procedures to meet current and future workforce needs
	4.2.4.2	Provide a positive workplace that enables for the development and support of employees in delivering an effective and coherent workplace

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

*That Council appoints Miss Taryn Dayman to the position of Chief Executive Officer (Acting) for the following period:*

- *From 26 August 2017 until 6 September 2017.*



**10.2 CORRIGIN RECREATION AND EVENTS CENTRE (CONFIDENTIAL)**

Applicant: Shire of Corrigin
Location: O'Shea Place, Larke Crescent Corrigin
Date: 16 August 2017
Reporting Officer: Rob Paull Chief Executive Officer
Disclosure of Interest: No interest to disclose
File Number: CP.00075
Attachments: Attachment 10.2 – Correspondence from Perkins

**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:

- s5.23 (2)(c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*
- s5.23 (2)(e)(ii) *a matter that if disclosed, would reveal information that has a commercial value to a person*

**OFFICER'S RECOMMENDATION**

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

**OFFICER'S RECOMMENDATION**

*That Council:*

- 1. Note the Report to Council.*
- 2. Endorse 'Option 1' and provided in the Report.*
- 3. Authorise the Chief Executive Officer in consultation with the Shire President to seek the necessary legal advice to carry out 'Option 1' utilising funds associated with GL 03104 'Legal Fees Expenses'.*

**11 PRESIDENT'S REPORT**

**12 COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEMS**

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

**14 INFORMATION BULLETIN**

**15 WALGA AND CENTRAL ZONE MOTIONS**

**16 NEXT MEETING**

The next ordinary meeting of Council is scheduled for Tuesday 19 September 2017 at 9 Lynch Street Corrigin commencing at 3pm.

**17 MEETING CLOSURE**