

SHIRE OF CORRIGIN AGENDA



20 September
2016

ORDINARY COUNCIL MEETING

Agenda for the Ordinary Council Meeting to be held on Tuesday 20 September 2016 commencing at 3.00pm in the Council Chambers.

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Notice of Meeting

The next Ordinary Meeting of Council for the Shire of Corrigin will be held on Tuesday 20 September 2016 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

Order of Business

Ordinary Council Meeting to be held on Tuesday 20 September 2016

12.30 pm	<i>Lunch</i>
1.00 pm	<i>Discussion Period (No presentations are anticipated)</i>
2.30 pm	<i>Afternoon Tea</i>
2.45 pm	<i>Citizenship Ceremony</i>
3.00 pm	<i>Council Meeting</i>
5.00 pm	<i>Nibbles</i>

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1. DECLARATION OF OPENING

2. ATTENDANCE /APOLOGIES/LEAVE OF ABSENCE

Deputy President	Cr. D L Hickey Cr. T J Pridham Cr. J A Mason Cr. S G Hardingham Cr. B D Praetz Cr. M B Dickinson
Chief Executive Officer Executive Manager, Corporate & Community Services Acting Governance Officer/Records Manager Finance	R L Paull T L Dayman H M Auld D C Ospina Godoy

APOLOGIES

LEAVE OF ABSENCE Cr. L Baker

3. PUBLIC QUESTION TIME

4. MEMORIALS

It was advised that Fiona Roe and Gavin Downing have passed away since the last meeting.

5. PETITIONS/DEPUTATIONS/PRESENTATIONS /SUBMISSIONS

6. DECLARATIONS OF INTEREST

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. Previous Council Meetings and Business Arising from Minutes – Attachment 7.1

That the minutes of the Ordinary Meeting of Council held on Tuesday 16 August 2016 (Attachment 7.1) be confirmed as a true and correct record.

7.2. Special Council Meeting Minutes 29 August 2016 - Attachment 7.2

That the minutes of the Special Meeting of Council held on Monday 29 August 2016 (Attachment 7.2) be confirmed as a true and correct record.

7.3. Committee Meetings and Business Arising from Minutes

7.3.1. CENTRAL COUNTRY ZONE OF WALGA – ATTACHMENT 7.3.1

Minutes of the Central Country Zone of WALGA meeting held on 2 September 2016 at Stubbs Park, Dumbleyung (Attachment 7.2.1)

OFFICER'S RECOMMENDATION

That the Minutes of the Central Country Zone of WALGA meeting held on 2 September 2016 at Stubbs Park, Dumbleyung (Attachment 7.3.1) be received.

7.3.2. WALGA ANNUAL GENERAL MEETING MINUTES – AUGUST 2016

Minutes of the WALGA annual general meeting held on 3 August 2016 at Perth Convention and Exhibition Centre (Attachment 7.3.2)

OFFICER'S RECOMMENDATION

Minutes of the WALGA annual general meeting held on 3 August 2016 at Perth Convention and Exhibition Centre (Attachment 7.3.2) be received.

7.3.3. WALGA STATE COUNCIL MEETING – SEPTEMBER 2016

Minutes of the WALGA State Council meeting held on 9 September 2016 at Dalwallinu Discovery Centre (Attachment 7.3.3).

OFFICER'S RECOMMENDATION

That the Minutes of the WALGA State Council meeting held on 9 September 2016 at Dalwallinu Discovery Centre (Attachment 7.3.3) be received.

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:	20 September 2016
Reporting Officer:	Heather Ives, Coordinator, Community Services
Disclosure of Interest:	No interest to disclose
File Number:	CS 0008
Attachment Reference:	Nil

Department of Human Services (DHS) ACCESS POINT

On 14/09/2016 an amended DHS Contract was signed by Rob Paull for provision of the Access Point service delivery at the Corrigin CRC from 1 July 2016 to 16 Sept 2016. A scheduled payment of \$1,111.11 from DHS will be paid within one month to the Shire.

As of 19 September 2016 the DHS Access Point service is to be provided by the Corrigin Pharmacy.

CORRIGIN CRC Monthly Usage – August 2016:

CUSTOMERS ACCESSING 'FEE FOR SERVICE' and SALES					
SERVICES / FEES	MTHLY	YTD from July 16	SALES	MTHLY	YTD from July 16
Internet Use / Computer Use	50	119	Phonebook Sales	36	107
Photocopying / Printing / Faxing	51	86	Moments In Time Books	0	0
Laminating / Binding / Folding	5	9	Books Sales	0	0
Secretarial Services / Scans / CD Burn	14	21	Wrapping Paper / Postcard Sales	0	0
Room Hire	6	21	Polo Shirt / Eco Bag Sales	0	1
Equipment Hire	1	3	Phonecalls	0	30
Training / Course Fees	0	17	Sale of Assests	0	0
Resource Centre Membership Fees	0	1	Comedy Show - Ticket Sales	0	0
Exam Supervision	0	0	Movies in the Park - BBQ Sales	0	0
Movie Club Fees	8	14			
Total	135		Total	36	
<u>Monthly People through :</u>	171				
CUSTOMERS ACCESSING 'CORRIGIN CRC SERVICES'					
SERVICE	MTHLY	YTD from July 16	SERVICE	MTHLY	YTD from July 16
Department of Human Services	54	107	Broadband for Seniors (+Webina	8	14
Phonebook Enquiries	12	20	General Enquiries (Face to Face)	108	189
Tourism	30	51	General (Email/Phone/Website/F	130	244
Government Access Point	7	13	Corrigin Toy Library	7	12
Conferences/Training / Westlink	59	123	TR Homes (Referrals)	2	2
Video Conference	0	4			
Total	162		Total	255	
<u>Monthly People through :</u>	417				
TOTAL FOR THE MONTH OF AUGUST:	588				

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 20 September 2016*

COMMUNITY ECONOMIC / BUSINESS and SOCIAL DEVELOPMENT BOOKINGS			
Description	No's	Room	Govt. Hot Office Booking (HO) / Commercial Booking
Event Coordination and Mangement	9	Conference Room	Commercial Booking
Forrest Personnel - Employment Servic	3	Professional Office	Commercial Booking
Movie Club - August	10	Conference Room	n/a
Holyoake - Counselling Services	4	Conference Room	n/a
Department of Human Services - Meetin	3	Professional Office	n/a
Fire Control Officers - Meeting	8	Conference Room	n/a
Forrest Personnel - Employment Servic	5	Professional Office	Commercial Booking
Forrest Personnel - Employment Servic	2	Professional Office	Commercial Booking
Holyoake - Counselling Services	5	Professional Office	Commercial Booking
Forrest Personnel - Employment Servic	2	Professional Office	Commercial Booking

CORRIGIN CRC - Annual Summary Report:

	JUL	AUG	SEPT	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											62003

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 – AUGUST 2016

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	20 September 2016
Reporting Officer:	Belinda Fidge
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.2

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 August 2016 are attached.

After payment of the following cheque EFT and Direct Debit payments, the balance of creditors will be \$4249.83.

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 2016/2017 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the following payments for the month of August 2016.

1. *Cheques 20125 - 20131 payments in the Municipal fund totalling \$9,860.35;*
2. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$177,212.26;*
3. *Direct Debit (DD) payments in the Municipal Fund totally \$6,076.06;*
4. *Electronic Funds Transfer (EFT) payments in the Trust Fund totalling \$15,100.90;*
5. *EFT payments in the Licensing Trust Account totalling \$1,644.35;*
6. *Direct Debit (DD) payments in the Licensing Trust Account \$36,494.20; and*
7. *Total payments for August 2016 \$246,388.12.*

8.1.3. ACCOUNTS FOR PAYMENT – CREDIT CARDS

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	20 September 2016
Reporting Officer:	Catherine Ospina Godoy, Finance Manager
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	8.1.3

SUMMARY

This report provides Council with a list of all financial dealings relating the use of credit card payments for the period 29 June 2016 to 28 July 2016.

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.

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

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

STATUTORY ENVIRONMENT

S6.4 Local Government Act 1995, Part 6 – Financial Management

R34 Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Policy 2.15 – Corporate Credit Cards and;

Policy 2.9 Purchasing Policy

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council in accordance with Attachment 8.1.3 endorse credit card payments made for the period 29 June 2016 to 28 July 2016 totally \$2,173.81

8.1.4. MONTHLY FINANCIAL REPORT – AUGUST 2016

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	20 September 2016
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

SUMMARY

For Council to review and accept the monthly Financial Report for the month ending 31 August 2016.

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

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 Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

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

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

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

*That Council accept the Statement of Financial Activity for the month ending 31 August 2016 included as **Attachment 8.1.4** and as presented, along with notes of any material variances.*

8.2. GOVERNANCE AND COMPLIANCE REPORTS

8.2.1. ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR THE MONTH OF AUGUST 2016

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	20 September 2016
Reporting Officer:	Holly Auld, Governance Officer - Records
Disclosure of Interest:	No interest to disclose
File Number:	Various
Attachments:	Nil

SUMMARY

To report back to Council actions performed under delegated authority from the period 1 August 2016 to 31 August 2016.

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 August 2016 to 31 August 2016 and are submitted to Council for information.

Delegation 5A

Bushfire

No delegated decisions were undertaken by Shire pursuant to bushfire matters from the period 1 August 2016 to 31 August 2016.

Caravan parks and camp grounds

No delegated decisions were undertaken by Shire pursuant to caravan parks and camping grounds matters from the period 1 August 2016 to 31 August 2016.

Common Seal

No delegated decisions were undertaken by Shire pursuant to the affixing of the Common Seal from the period 1 August 2016 to 31 August 2016.

Dangerous Goods Safety Act 2004

Dangerous Goods Safety (Explosives) Regulations 2007

<i>Date of decision</i>	<i>Decision Ref.</i>	<i>Decision details</i>	<i>Applicant</i>	<i>Other affected person(s)</i>
10/08/2016	N/A	Fireworks for Corrigin Show	Cardile International	N/A

Food

No delegated decisions were undertaken by Shire pursuant to the Food Act 2008 from the period 1 August 2016 to 31 August 2016.

Hawkers, traders and stall holders

No delegated decisions were undertaken by Shire pursuant to Hawkets, traders and stall holder matters from the period 1 August 2016 to 31 August 2016.

Liquor Laws

Liquor Control Act 1988

Date of decision	Decision Ref.	Decision details	Applicant	Other affected person(s)
24/08/2016	N/A	Permission to drink in specified area at CREC	Juanita MacGregor	Corrigin Netball Club

Lodging houses

No delegated decisions were undertaken by Shire pursuant to lodging house matters from the period 1 August 2016 to 31 August 2016.

Public Buildings

No delegated decisions were undertaken by Shire pursuant to public building matters from the period 1 August 2016 to 31 August 2016.

Septic Tank Approvals

No delegated decisions were undertaken by Shire pursuant to the Health Act 1911 and Health (Treatment of Sewage and Disposal of Effluent Waste) Regulations 1974 for the period 1 August 2016 to 31 August 2016.

Planning Approval

No delegated decisions were undertaken by Shire pursuant to *Planning & Development Act 2005* from the period 1 August 2016 to 31 August 2016.

Building Permits

Building Act 2011

Date of decision	Decision Ref.	Decision details	Applicant	Other affected person(s)
05/08/2016	N/A	Self-serve retail outlet cool room for Celebrations Liquor	Mike & Sharon Wegulin	N/A
22/08/2016	N/A	New bulk head	CBH	N/A

STATUTORY ENVIRONMENT

Building Act 2011

Bushfire Act 1954

Dangerous Goods Safety (Explosives) Regulations 2007

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

Health (Public Buildings) Regulations 1992

Liquor Control Act 1988

Local Government Act 1995 - Section 9.49A

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no known financial implications relating to this Item.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

COUNCIL MEETING STATUS REPORT

The following Status Report is for Council information only.

SHIRE OF CORRIGIN STATUS REPORT 2015/2016 AS AT 10 AUGUST 2016

MINUTE REFERENCE	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
8633 20/10/2015	The Chief Executive Officer to undertake an investigation that addresses the reinstatement of a 72 hour stopover area for self-contained Recreation Vehicles (RV's) in the town of Corrigin and for the resultant report to be provided to Council at the Chief Executive Officer's earliest possible convenience.	CEO	Assessment and referral to Council	In Progress
17/2016 16/2/2016	That Council commit to the expenditure of an additional \$15,000 to GL 7800 "Bendering Tip Expenditure" as a contribution to enable the construction of the trenches. Amend the 2015/16 Budget at the March 2016 Budget Review.	1. DCEO 2. DCEO	1. Arrange for commitment of additional \$15,000 to Bendering Tip Expenditure 2. Amend the 2015/16 Budget at March Budget Review	1. Completed 2. Pending
20/2016 16/2/2016	That Council: 1. Adopt the draft "Planning Policy - Areas of Potential Flood Risk within the Corrigin Townsite" as included as Attachment 10.2.2(B) and 2. Advertise in accordance with clause 7.3 of the Shire of Corrigin Town Planning Scheme No. 2 (District Planning Scheme). 3. Directs that upon completion of the advertising period referred to in 1. above, the matter to be referred back to Council for further consideration.	1. CEO 2. GEO 3. CEO	1. No action required 2. Advertising in Narrogin Observer 25/2/2016 3. Assessment and referral to CEO to refer back to Council	1. Completed 2. Completed 3. Pending

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	4. Council to request the CEO investigate the cost of remodelling the “flood map” for clarification of flood risk in the area.	4. CEO	4. Council requested investigation by CEO	4. In Progress
39/2016 16/2/2016	That Council: 1. Authorises the Chief Executive Officer to offer for sale the Shire of Corrigin’s 25% share of the weighbridge located at the Regional Waste Site located in Bendering and to carry out the process of sale as required by Section 3.58 (3) of the Local Government Act 1995. 2. Requests the Chief Executive Officer to confer with the member local governments within the Roe Regional Organisation of Councils to ensure wide advertising of the weighbridge and to refer the matter back to Council at the conclusion of advertising the sale for consideration.	1. CEO 2. CEO	1. CEO to notify RoeROC of Council’s decision 2. CEO to confer with other LGA’s re: advertising and refer back to Council at conclusion	1. Pending 2. Pending
96 19/4/2016	That Council: 1. Consider this confidential report and note the satisfactory nature of the CEO performance review outcome; 2. Resolve to adopt the report and that the CEO’s performance review for his initial probationary period resulted in a high level of satisfactory performance that exceeded the job requirement; 3. Resolve to confirm Mr. Paull’s permanent appointment as the CEO for the term of his employment contract with the Shire; and 4. Develop, in conjunction with the CEO and the consultant, the key performance indicators that will apply for the annual review, which is to be held shortly after the twelve-month anniversary of his commencement on 28 September 2015.	1. Council 2. Council 3. Council 4. Council	1. No action required 2. Adopt the report 3. Appoint Mr Paull to position permanently. 4. Mr Martin, CEO to develop key performance indicators for annual review in September 2016	1. Completed 2. Completed 3. Completed 4. Pending

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
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<p>108 19/4/2016</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Advise the National Rail Safety Regulator that is prepared to endorse the Rail Interface Agreement with Brookfield Rail Pty Ltd and Main Roads WA for all rail crossings within the Shire of Corrigin boundaries provided the Agreement is modified as follows (or modified to reflect a similar intent): After the words 'appendix B', line 3, paragraph 2, replace with (page 10 of 17 of Attachment 8.3.3C): "Accordingly the following activities are carried out by the Rail Infrastructure Manager at the cost of the Local Government, following the issue of a Works order from the Local Government, or MRWA as indicated in the brackets below". 2. Pending confirmation of the amendment to the Rail Interface Agreement with Brookfield Rail Pty Ltd and Main Roads WA as required in 1. above, Council authorise the Shire President and the Chief Executive Officer to execute the Agreement and affix the Common Seal. 	<ol style="list-style-type: none"> 1. CEO 2. CEO 	<ol style="list-style-type: none"> 1. No action required 2. CEO & Shire President to sign Agreement 	<ol style="list-style-type: none"> 1. Completed 2. This matter is subject to a report to the September Council meeting
<p>132 17/5/2016</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Receives the schedule of submissions (Attachment 8.2.5A) for the proposed Shire of Corrigin Animal, Environment and Nuisance Local Law 2016; and 2. Adopts the revised draft Shire of Corrigin Animal, Environment and Nuisance Local Law 2016 as per Attachment 8.2.5B for advertising purposes; 3. Pursuant to section 3.12 of the Local Government Act 1995, gives Statewide public notice that it intends to make the revised draft Shire of Corrigin Animal, Environment and Nuisance Local Law 2016 as contained in the Attachment 8.2.5B; <ol style="list-style-type: none"> a) the purpose of which is to provide for the regulation, control and management of animals and the prevention of environmental damage and nuisances within the District; and 	<ol style="list-style-type: none"> 1. CEO 2. CEO 3. CEO 	<ol style="list-style-type: none"> 1. Noted 2. Noted 3. Advertising completed 	<ol style="list-style-type: none"> 1. No Action Required 2. Completed 3. Completed

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	<p>b) the effect is to establish the requirements with which any person keeping animals, or undertaking activities that have the potential to impact the environment or create nuisance must comply.</p> <p>4. Forwards a copy of the revised draft Shire of Corrigin Animal, Environment and Nuisance Local Law 2016 to the Minister for Local Government and Communities, and to the Minister for Health, for comment.</p>	4. CEO	4. CEO to write to Minister after advertising	4. In progress
151/2016 21/06/2016	<p>That Council:</p> <p>1. Subject to CEO confirming no existing agreement is in place with regard to Department of Agriculture over Lot 523 Walton St.</p> <p>2. In accordance with Local Government (Functions and General) Regulations 1996 regulation 30(2)(b) grant in favour of the Australian Red Cross a lease over Reserve 47959, being Lot 523 Walton Street, Corrigin structured around:</p> <p>a) A twelve month lease period with a further one (1) option of twelve months at the Chief Executive Officer's discretion;</p> <p>b) An annual lease payment of \$300 (excluding GST);</p> <p>c) A CPI rent review clause; and</p> <p>d) Provisions for maintenance, payment of all utility charges, repair of the premises.</p> <p>3. Authorise the Shire President and Chief Executive Officer to execute the relevant lease agreement and affix the common seal of the Shire of Corrigin on the relevant documentation as specified in point 1 above.</p> <p>4. Request the Australian Red Cross to:</p> <p>a) use all endeavours to rebuild the existing Australian Red Cross building at Lot 33 Corner of Jose and Walton Streets, Corrigin for the use by local Corrigin Australian Red Cross volunteers;</p> <p>b) keep Council informed of repairs to be carried out;</p> <p>c) note that the use of Reserve 47959, being Lot 523 Walton Street, Corrigin by local Corrigin Australian Red Cross volunteers is a temporary arrangement only and the Council does not guarantee the availability of the building beyond the timeframe outlined in the Lease.</p>	<p>1. CEO</p> <p>2. CEO</p> <p>3. CEO</p> <p>4. CEO</p>	<p>1. No known agreement</p> <p>2. Letter sent to Red Cross – awaiting reply</p> <p>3. Awaiting response from Red Cross</p> <p>4. Letter sent to Red Cross – awaiting reply</p>	<p>1. Completed</p> <p>2. Pending</p> <p>3. Pending</p> <p>4. Completed</p>

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<p>160/2016 21/06/2016</p>	<p>That Council</p> <ol style="list-style-type: none"> 1. Recognise people, businesses and organisations based on their whole contribution to the construction of Corrigin Recreation and Events Centre (CREC) which is to include cash donations, grain donations and in-kind donations on a single honour board to be located in the CREC as follows: <ul style="list-style-type: none"> • Diamond Sponsors (of at least \$25,000) • Platinum Sponsors (of between \$10,000 - \$24,999) • Gold Sponsors (of between \$5,000 - \$9,999) 2. Accept that for the purpose of determining Supporter Levels for the Corrigin Recreation and Events Centre (CREC), Council accepts: <ul style="list-style-type: none"> • either cash, grain and/or in kind contributions; and • an accumulation of either cash, grain and/or in kind contributions; will be used to determine levels of recognition excluding the direct contributions to the Rockview Community Cropping program. 3. On the same honour board the businesses, individuals and groups who contributed to the Rockview Community Cropping program will be separately recognised and collectively be acknowledged as a Diamond Sponsor. 4. Resolutions 1-3 reflect contributions received up to 21 March 2016. 5. Adopt the form of plaque to be erected at the Corrigin Recreation and Events Centre (CREC) as provided for in Attachment 13.1A. 	<ol style="list-style-type: none"> 1. GPO 2. GPO 3. GPO 4. GPO 5. GPO 	<p>1-5 Plaque to be ordered with the rest of Sponsor plaques</p>	<ol style="list-style-type: none"> 1. In Progress 2. In Progress 3. In Progress 4. In Progress 5. In Progress
<p>173/2016 19/07/2016</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the Correspondence from the Corrigin Masonic Lodge No. 120 W.A.C. ('Lodge') as provided in Attachment 8.2.2 to this Report. 2. Resolve to request the Chief Executive Officer (CEO) to write to the Lodge: <ol style="list-style-type: none"> a) seeking confirmation that it would be prepared to sell the portion of Lot 178 Kirkwood Street, Corrigin (approximately 3m x 90 m) currently occupied as a 'laneway' for a nominal price of \$1; and b) advising that until the 'laneway' is eventually transferred to the Shire, the Lodge be reminded that it will need to ensure it has suitable public liability for the 'laneway'. 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 	<ol style="list-style-type: none"> 1. CEO 2. CEO 3. CEO 	<ol style="list-style-type: none"> 1. Noted 2. Letter sent 3. Lodge has written offering the 	<ol style="list-style-type: none"> 1. Noted 2. Completed 3. In Progress

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	<p>be undertaken followed by an application for Subdivision Approval from the Western Australian Planning Commission.</p> <p>4. Authorise the CEO to enter a part lease over Lot 178 Kirkwood St for an interim period covering the proposed PAW until such time as the creation and sale of the PAW is finalised.</p> <p>5. Should Subdivision Approval be received, the Shire President and Chief Executive Officer be authorised to enter into a contract of sale with appropriate use of the Common Seal and process the creation of the PAW reserve.</p>	<p>4. CEO</p> <p>5. CEO</p>	<p>laneway for sale at \$1.</p> <p>4. Draft lease provided to Lodge</p> <p>5. Noted</p>	<p>4. In Progress</p> <p>5. To be carried out post subdivision approval</p>
193/2016 16/08/2016	<p>That Council:</p> <p>1. Endorse the draft Age Friendly Community Plan (AFC Plan) prepared by Verso Consulting and the recommendations therein (Attachment 8.1.5)</p> <p>2. Request the Chief Executive Officer to make appropriate arrangements to:</p> <ul style="list-style-type: none"> • widely advertise the endorsed AFC Plan along with the recommendations for community information; • present the endorsed AFC Plan to the next Senior Citizens Committee meeting; and • inform the community of progress on an annual basis. 	<p>1. DCEO</p> <p>2. DCEO</p>	<p>1. Noted</p> <p>2. Completed</p>	<p>1. Noted</p> <p>2. Completed</p>
195/2016 16/08/2016	<p>That Council:</p> <p>1. Supports the application by the Shire, as its first priority, to the Department of Sport and Recreation Community Sporting and Recreation Facilities Fund to conduct a Needs and Feasibility Study including a business case for the redevelopment of the Corrigin Bowling Club.</p> <p>2. Allocates sufficient funds in the 2016-17 budget for the completion of the Needs and Feasibility Study based on a third from each of the Shire of Corrigin, Corrigin Bowling Club and Department of Sport and Recreation.</p>	<p>1. CEO</p> <p>2. DCEO</p>	<p>1. Noted</p> <p>2. Completed</p>	<p>1. Noted</p> <p>2. Completed</p>
201/2016 16/08/2016	<p>That Council write to Regional Development Australia supporting funding for the next stage of the secondary freight routes project through the Regional Grants Scheme (Royalties for Regions) for the technical assessment of the identified Secondary Freight Routes.</p>	<p>CEO</p>	<p>Correspondence sent</p>	<p>Completed</p>

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202/2016 16/08/2016	That Council: 1. Endorse the re-appointment of Miss Taryn Dayman to the position of Deputy Chief Executive Officer for a five year term commencing on 16 August 2016 in accordance with the proposed Contract of Employment; and 2. Authorise the President and Chief Executive Officer to affix the common seal to the new Contract of Employment.	1. CEO 2. CEO	1. Noted 2. DCEO advised	1. Noted 2. In progress
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OFFICER'S RECOMMENDATION

That Council accept the report outlining the actions performed under delegated authority for the period August 1 to August 31 2016 and receive the Status Report as at 14 September 2016.

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

Applicant:	Shire of Corrigin
Location:	Residential Zoned Land in the Corrigin Townsite
Date:	20 September 2016
Reporting Officer:	Rob Paull Chief - Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	DBC0012
Attachment Reference:	N/A

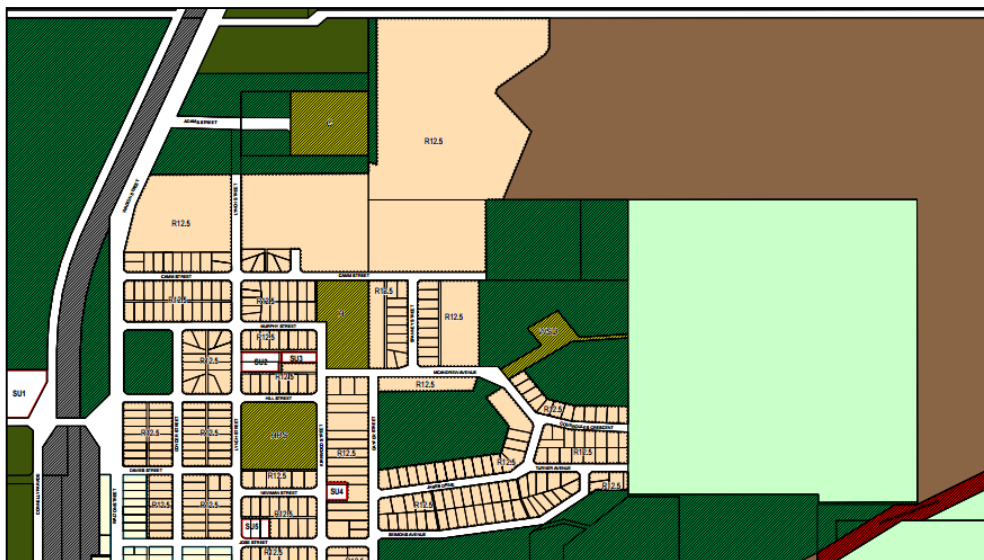
SUMMARY

This report recommends that Council resolve to initiate an amendment to the Shire of Corrigin Town Planning Scheme No. 2 (TPS 2) to provide the opportunity for increased residential density within the Corrigin townsite.

BACKGROUND

At the August 2016 Council meeting, Council resolved that the matter of considering a proposed Amendment to Shire of Corrigin Local Planning Scheme No. 2 concerning the Corrigin Townsite and recoding of residential land from R12.5 To R20 be 'laid on the table'.

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 700m² site/lot area per dwelling and average of 800m². As the following shows, the Residential Design Code density which applies to land zoned for residential use in Corrigin is R12.5.



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

Note to Council:

1. Reference to clause 3.5.1 relates to the Residential objectives under TPS 2; and
2. Reference to clause 6.2 relates to the public advertising process under the TPS 2.

As Council is aware TPS 2 is currently being consolidated to bring it into line with the (new) *Planning and Development (Local Planning Schemes) Regulations 2015*. It should be noted if this proposed amendment is finally approved the new consolidated version of TPS 2 will need to be modified.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

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 (this is where this proposed Amendment currently sits in the process). 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. 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 TPS 2 Council must 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. In this case it is recommended that Council determine that the amendment is a “standard amendment” for the following reasons:

- The amendment will have minimal impact on land in the scheme area that is not the subject of the amendment; and
- The amendment will not result in any significant environmental, social, economic or governance impacts in the scheme area.

Shire of Corrigin Town Planning Scheme No. 2

Environmental Protection Act 1986

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.

Council should note the Shire is required to have due regard to State Planning Policies in the preparation of amendments to its Scheme. This proposed amendment is considered to be consistent with the objectives of SPP 3.

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. Preparation of amendment documentation and processing the amendment through the statutory process will require no special allocation of funds and will be actioned through the normal function of the Shire staff as required.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.3 Focus area one: Social Development

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

Strategy	Outcome
Increase housing options to attract new families	Increased growth and participation in our community

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICERS' RECOMMENDATION

1. *That the local government, in pursuance of Section 75 of the Planning and Development Act 2005 (as amended), resolve to amend the Shire of Corrigin Local Planning Scheme No.2 by:*
 - a) *Recoding all lots classified 'Residential' zone in the Corrigin townsite from R12.5 to R20;*
 - b) *Amending the Scheme Maps accordingly;*
 - c) *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 1,500m² 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.”*
- 2. That the local government determine that this proposed amendment to the Shire of Corrigin Local Planning Scheme No.2 is a “Standard Amendment” under Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:*
 - 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.*

8.2.3. COMMUNITY SATISFACTION SURVEY RESULTS

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	20 August 2016
Reporting Officer:	Heather Talbot, Governance Projects Officer
Disclosure of Interest:	No interest to disclose
File Number:	CS 0059
Attachment Reference:	Attachment 8.2.3

SUMMARY

The purpose of this report is for Council to receive the results of the Community Satisfaction Survey undertaken in July 2016.

BACKGROUND

In accordance with the Strategic Community Plan and measuring the success of Council, it was identified that every two years the Shire would conduct a part review of the 10 year Strategic Community Plan. Part of that process is to monitor the plan and report back to the community on the progress towards achieving the goals and outcomes of the plan. This is usually reported through the Shire's Annual report.

To ensure effective communication is being achieved and to assess how the community believes Council is performing the Shire undertook a community survey to measure the views, ideas and suggestions of Shire residents with a view to highlight areas of improvement needed to increase the satisfaction of residents. The Shire undertook previous consultation in 2012-2013 in the initial preparation of the Strategic Community Plan including stakeholder meeting and community and staff surveys.

In June 2016, residents were given the opportunity to participate in a survey via an online or hardcopy return. The target audience being adult residents of the Shire of Corrigin from which 86 surveys were received from a total population of 886 adults, being a 9.7% of residents.

COMMENT

The overall results from the 2016 Community Survey (**Attachment 8.2.3**) highlighted some areas to address for Council, mostly in the area of effective communication. It was clear from the attached results that the majority of respondents were either not aware of Council's plans (Strategic Community Plan, Recreation Plan and Disability Access Inclusion Plan) or if aware they had not read them or understood the need for such documents. Only 16% had read the Strategic Community Plan, with almost 31% not aware of it nor read it. As this is a major focus for Council and provides guidance on community direction this result shows Council needs to work on their community consultation and find ways to better inform the community.

Respondents had a high level of pride in the natural landscape of Corrigin, which is pleasing.

Whilst respondents indicated that 59% thought that Council had met their expectations over the past 2 years, there was still a large percentage (26%) that felt Council had not met them, with only 14% above or exceeded the expectations. This question is hard to analyse as we are not aware of what those expectations were to begin with, however perception would indicate that the respondents didn't themselves measure against their known expectation and judged Council according to their perception at this point in time. The fact that the numbers indicated that most people felt they were not met is not a positive place for Council to be. Consistent with this view is the comments that have been provided.

A number indicate that road maintenance needs to be improved on non-sealed roads in particular. There is also a large focus on the new Recreation Centre, some negative and some positive. Once again community consultation or listening to the community has been raised as well as a number of respondents mentioning staff issues.

This also aligns with Q12 and Q13 that indicated that 39% rated their overall trust in Council as average and 18% indicated it as poor. There was still 36% who rated their trust as Good but the large amount of average to poor would once again indicate Council is not relating well to the community. This is again indicated by the fact that 38% believed their views were not considered important to Council.

Q15 highlighted a few areas, with overall support for improvements in Waste Management, Sport and Recreation, Health Services, Park and townscape maintenance, emergency service management and the standard of public toilets. However, Economic development and business support, Community and cultural service delivery, Community consultation and communication, Road Maintenance, Financial Management and maintenance of footpaths all tending more towards average to poor.

The respondents rated the top three priorities for Council as:

- Attracting new business into the Shire
- Keeping young people in the Shire
- Improving road maintenance

There was strong support for the concept of Roe Regional Organisation of Councils (RoeROC). There were also 23 responses on suggested other resource sharing opportunities. These are included in the printout provided to Councillors.

Q19 asked the community about the promptness, professionalism and courtesy with which they would rate their one-on-one dealings with the Shire over the phone or in person. 69 or 86 respondents answered this question and it was pleasing that overall 36% rated the response as Good with another 26% excellent. There was still however, 14% who rated this as poor and 22% as average. Some of the comments that people choose to raise highlighted issues with staff numbers, response times and other factors, these can be found in the report provided to Council under separate cover.

The last two questions directly related to the issue of the opening hours of the Waste Transfer Station and annual roadside rubbish collection. Council asked the staff earlier in the year to ask these two questions whilst a survey was being completed. The resounding response of 93% indicates that most people are happy with the opening hours of the transfer station, however there were still a few comments that indicated after hours and longer hours on the weekend can help those who work full-time. It is noted that 77% also indicated their support for an annual roadside rubbish collection, however it is noted that no figure was put on the cost of this service to the community and if people were made aware of the cost their response may have changed.

Overall the survey results indicate some key areas for the Shire to improve on to increase the community trust and satisfaction with Council, these are:

- Road maintenance
- Community consultation and communication with the public
- Customer service
- Attracting new business to the town
- Retaining population in particular young people

- Investigate options to work with Councils in RoerOC to improve resource sharing opportunities.

Attachment 8.2.3 will be available for the public to view via the Shire website.

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

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

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Social Development

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive the 2016 Community Satisfaction Survey results (Attachment 8.2.3).

8.2.4. REQUEST FOR LEASE – DEPARTMENT OF HOUSING – VARIOUS LOTS IN CORRIGIN

Applicant:	Department of Housing
Location:	Various lots in Corrigin
Date:	20 September 2016
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	CP0048
Attachment Reference:	N/A

SUMMARY

This report details a request from the Department of Housing (DoH) seeking Council’s continued support for lease renewal for various lots in the Corrigin townsite and recommends that the Chief Executive Officer (CEO) in consultation with the Shire President be authorised to sign lease agreements on behalf of the Shire with the DoH.

BACKGROUND

The DoH has been leasing several residential properties in the Corrigin townsite for many years. The lease arrangements have enabled the Department to provide accommodation for public servants who work for various agencies within the Shire. The DoH is requesting that the properties continue to be leased from the Shire.

COMMENT

The DoH is seeking Council’s continued support for lease renewal for various lots in the Corrigin townsite. The DoH has advised that they have sought the advice of a private evaluator who has suggested the maximum rent for individual properties. The Shire has also sought independent views on the weekly rentals and this has confirmed the rental on offer from the DoH of the properties.

It is considered appropriate that Council authorise the CEO in consultation with the Shire President to sign lease agreements with the DoH on residential properties on behalf of the Shire.

STATUTORY ENVIRONMENT

Local Government Act 1995

The Council may entertain a formal lease pursuant to Section 3.58 ‘Disposing of Property’ of the *Local Government Act 1995*. However, with this acknowledged, the *Local Government (Functions and General) Regulations 1996* regulation 30(2)(c)(ii) provides an exemption where the proposed disposition is for a “... department, agency, or instrumentality of the Crown in right of the State.”

POLICY IMPLICATIONS

There are no known policies relevant to this matter.

FINANCIAL IMPLICATIONS

There are financial implications relevant to this matter in relation to the rental income provided by the DoH to the Shire and which is addressed in the Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Social Development

Strategic Community Plan link	Strategies
Goal 6 – 1	Provide and maintain community buildings and facilities, including roads and sporting facilities.

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council, in accordance with Local Government (Functions and General) Regulations 1996 reg.30(2)(c)(ii) authorise the Shire President and the Chief Executive Officer to enter into residential lease agreements for Shire properties with the Department of Housing and to execute the agreements by affixing the common seal of the Shire of Corrigin on the relevant documentation.

**8.2.5. HOUSE TO BE CONDEMNED UNDER S137 OF THE HEALTH ACT 1911 – LOT 13, NO. 10
GOYDER STREET, CORRIGIN**

Applicant:	Shire of Corrigin
Location:	Lot 13, No. 10 Goyder Street, Corrigin
Date:	20 September 2016
Reporting Officer:	Rob Paull, Chief Executive Officer Barry Smith, Consultant Environmental Health Officer
Disclosure of Interest:	No interest to disclose
File Number:	A721
Attachment Reference:	Attachment 8.2.5

SUMMARY

Council is requested to resolve under s137 of the *Health Act 1911* (the Act) that the dwelling at Lot 13, No. 10 Goyder Street, Corrigin be condemned and to direct the owner that the dwelling be removed within 60 days from the date of notification.

BACKGROUND

Following storm damage in 2013 to the premises at Lot 13, No. 10 Goyder Street, Corrigin, an inspection was carried out by the Shire's (then) Environmental Health Officer (EHO) together with the Shire's Consultant Building Surveyor.

At the time of inspection the house was vacant and the premises found to be in an unsatisfactory condition. A notice was served on January 9 2013 under s135 of the *Health Act* declaring the dwelling unfit for human habitation and further, that no person was permitted to reside in the dwelling. The owner of the dwelling did not contact the Shire at this time to address this matter.

On February 25 2016 a further notice under s135 was served and once again the owner failed to contact the Shire despite the efforts of staff in this endeavour.

It is possible that the owner is either deliberately not responding to the Shire's correspondence or has changed address without notification to the Shire.

COMMENT

There has been considerable deterioration of the dwelling since January and February 2013 and February 2016. It is the opinion of the Consultant Environmental Health Officer that the premises constitute a real fire hazard together with being a harbourage to vermin. The photographs included in **Attachment 8.2.5** depict the poor state of repair of the premises.

Pursuant to s135 of the Act (*Dwellings unfit for habitation*), a local government may, by Notice in writing declare that any house (or part of a house) is unfit for human habitation. The Notice is to be served on the house owner or occupier, and a copy of the Notice affixed to some conspicuous part of the house. This process was undertaken by the Shire in January 2013 and February 2016.

Section 137 of the Act (*Condemned building to be amended or removed*) provides that a local government may serve a Notice on the owner directing them to take down and remove the house that has been declared unfit for human habitation. It is the Shire's view that the owner may be served with one notice to satisfy the s135 and s137 requirements, provided a copy is also affixed to a prominent part of the Building. The Act does not appear to specify a time period for complying with the Notice, although the Shire should allow a "reasonable" time in the circumstances of each case and the owner has 28 days to appeal to State Administrative Appeals Tribunal (SAT).

Under s138, any person who dismantles a house or building (under a Notice or otherwise) is required to clean the land to the satisfaction of the local government and remove all rubbish. It is also noted that the owner would require a Demolition Permit.

S140(1) of the Act provides that the local government may act if the owner fails to comply with the Notice within the time therein specified, and itself remove the building and then recover all expenses from the owner. There is no requirement for the local government to first seek an order of the court before acting to remove the building, only that the owner has failed to do so within the time specified in the Notice.

Under s140(2):

"(2) Where, pursuant to subsection (1), a local government is empowered and has resolved to take down and remove a house, any person or authority that supplies electricity, gas or water to the house may, and shall if so requested by the local government, take such action as is necessary to ensure that all equipment, fixtures and fittings on or about the house for the purposes of the supply thereto of electricity, gas or water, as the case may be, are removed or are left in such a state as will not interfere with the taking down and removal of the house"

There is no guidance in the Act as to who is to bear the cost for the action by the relevant authority under s140(2) of the Act, although the Shire may seek to recover from the owner any costs it incurs if it is required to remove the building. The requirements for the service of a notice under the Act are set out in s354 as follows:

"354. Service of notice

- (1) Except where otherwise provided, any notice, order, process, or other document, under the provisions of this Act or any regulation or local law, required or authorised to be given or served to or upon any person may be served-*
 - a) by delivering the same to such person; or*
 - b) by leaving the same at his usual or last known place of abode; or*
 - c) by forwarding the same by post in a pre-paid letter addressed to such person at his usual or last known place of abode.*

- (2) Any such document, if addressed to the owner or occupier of premises, may be served by delivering the same, or a true copy thereof, to some person on the premises, or, if there is no person on the premises who can be so served, by fixing the same on some conspicuous part of the premises.*

- (3) Where a notice is required to be given to a person whose name and address are unknown, the notice may be served by publishing it in the Government Gazette and some newspaper circulating within the district 3 times, at intervals of not less than one week between any 2 publications."*

If the owner fails to comply with a notice served upon him under the Act, they commit an offence under s140(1). S358(1) (*prosecution of offences*) of the Act provides that the local government may order proceedings to be taken for the recovery of any penalties and for the punishment of any person committing an offence under the Act.

An environmental health officer of a local government may, without receiving express authority from the local government, institute and carry on proceedings against any person for an alleged offence under the Act and shall be reimbursed out of the funds of the local government all costs and expenses they may incur (s358(2)).

STATUTORY ENVIRONMENT

Health Act 1911

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are financial implications relevant to this matter in relation to the Shire potentially taking action under s140 of the Act and being responsible for the demolition. Although the Shire is yet to seek quotations from relevant contractors for demolition and asbestos removal, the cost of such actions could be quite high. In this regard, the Shire would refer the matter back to Council with a clearer indication of costs before actioning demolition under s140.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

Goal Four: Transparent decision-making is important to us

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

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

1. *Authorise the Chief Executive Officer to issue a Notice pursuant to S.137 of the Health Act 1911 to amend or take down and remove the dwelling situated at Lot 13, No. 10 Goyder Street, Corrigin within 60 Days of receipt of the Notice, and ensure that the land is cleared to satisfaction of the Local Government.*
2. *That the Notice referred to in 1. above be carried out service of a notice under the Act is set out in s354 of the Health Act 1911.*

- 3. Should the works required in 1. above not be completed within the specified time frame, the Chief Executive Officer be requested to first seek legal advice and report back to Council with respect to initiating proceedings against the owner of Lot 13, No. 10 Goyder Street, Corrigin, pursuant to S.140 of the Health Act 1911 for failure to comply with a Notice served within a specified time period.*

8.3. WORKS AND GENERAL PURPOSES REPORTS

8.3.1 2016 GRAIN HARVEST RESTRICTED ACCESS VEHICLE (RAV) ROUTE ASSESSMENTS

Applicant:	Main Roads WA
Location:	Shire of Corrigin
Date:	20 September 2016
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	TT 0001

SUMMARY

Council is requested to support Restricted Access Vehicle (RAV) 3 roads in the Shire to be ‘up-rated’ RAV 4 roads in the Shire.

BACKGROUND

Main Roads WA Heavy Vehicle Services (HVS) section has advised that Shire that it recently met with representatives of Local Governments and the Transport Industry to discuss the RAV route assessment process and access issues, particularly with regards to the upcoming harvest and projections of a bumper crop. HVS advise:

“To assist Local Governments facilitate the transport task required for the 2016 harvest Main Roads can, upon request, upgrade roads currently approved for RAV Networks 2 and 3 to RAV Network 4. Please note, where bridge structures are identified along existing RAV Network 2 or 3 roads, a bridge assessment must be conducted before the RAV Network rating can be increased.”

COMMENT

With recent desktop reviews by MRTWA, the following roads in the Shire are currently RAV 3 and could be considered to be ‘up-rated’ by MRWA to be RAV 4 (noting that they do not involve any bridges):

Road No	Road Name	SLK From	SLK To	Network	From Intersection	To Intersection
4040010	YEALERING - KULIN RD	0	13.9	3	WICKEPIN - CORRIGIN RD	EASTERN BDY
4040008	BULYEE - QUAIRADING RD	0	14.87	3	QUAIRADING LGA BOUNDARY	BROOKTON HWY

Whilst it is appropriate that Council request MRWA to ‘up-rate’ the above RAV 3 roads to RAV 4 roads, it is noted that such arrangements will not substantially “... *facilitate the transport task required for the 2016 harvest* ...” on the basis that there are a significant number of roads in the Shire that are still not on the RAV network.

STATUTORY ENVIRONMENT

- Local Government Act 1995*
- Road Traffic Act 1972*
- Road Traffic (Vehicles) Act 2012*
- Road Traffic (Vehicle Standards) Regulations 2002*

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 Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

- Request Main Roads WA Heavy Vehicle Services that the following roads be ‘up-rated’ from Restricted Access Vehicle (RAV) 3 to RAV 4:*

Road No	Road Name	SLK From	SLK To	Network	From Intersection	To Intersection
4040010	YEALERING - KULIN RD	0	13.9	3	WICKEPIN - CORRIGIN RD	EASTERN BDY
4040008	BULYEE - QUAIRADING RD	0	14.87	3	QUAIRADING LGA BOUNDARY	BROOKTON HWY

- Thank Main Roads WA for the opportunity to ‘up-rate’ the Shire’s roads from RAV 3 to RAV 4, for however it is note that such arrangements will not substantially “.... facilitate the transport task required for the 2016 harvest” in the Shire of Corrigin on the basis that there are a significant number of roads in the Shire that are still not on the RAV network.*

8.3.2. RAIL INTERFACE AGREEMENT VERSION 2.3 – BROOKFIELD RAIL, MAIN ROADS WA AND THE NATIONAL RAIL SAFETY REGULATOR

Applicant:	Brookfield Rail, Main Roads WA and the National Rail Safety Regulator
Location:	Shire of Corrigin Rail Crossings
Date:	20 September 2016
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	ROA029
Attachments	Attachment 8.3.2

SUMMARY

Council is requested to sign the revised Interface Agreement between the Shire of Corrigin, Brookfield Rail and Main Roads WA.

BACKGROUND

At the Ordinary meeting of 19 April 2016, Council considered a draft Interface Agreement between the Shire of Corrigin, Brookfield Rail and Main Roads WA that covered all rail crossings within the Shire of Corrigin boundaries.

At the meeting, Council resolved (108/2016) as follows:

“That Council:

- 2. Advise the National Rail Safety Regulator that is prepared to endorse the Rail Interface Agreement with Brookfield Rail Pty Ltd and Main Roads WA for all rail crossings within the Shire of Corrigin boundaries provided the Agreement is modified as follows (or modified to reflect a similar intent):*

After the words ‘appendix B’, line 3, paragraph 2, replace with (page 10 of 17 of Attachment 8.3.3C):

“Accordingly the following activities are carried out by the Rail Infrastructure Manager at the cost of the Local Government, following the issue of a Works order from the Local Government, or MRWA as indicated in the brackets below”

- 3. Pending confirmation of the amendment to the Rail Interface Agreement with Brookfield Rail Pty Ltd and Main Roads WA as required in 1. above, Council authorise the Shire President and the Chief Executive Officer to execute the Agreement and affix the Common Seal.”*

The National Rail Safety Regulator has been liaising with Main Roads WA and the Western Australia Local Government Association (WALGA) to determine the best form of Agreement that will suit all local governments.

COMMENT

WALGA has received Interface Agreement version 2.3 (‘Agreement’) from Brookfield Rail who sought feedback from WALGA and Main Roads WA regarding amendments that include:

- Removal of the definition of “Non-operational line” and replacing with the definitions of “Disused non-operational line” and “Dormant non-operational line”;
- Inclusion of a reference to section 3.25 of the Local Government Act 1995 – Notices requiring certain things to be done by the owner or occupier of land;

- Inclusion of the words (in **bold**) in part 5.2 Allocation of specific actions and activities: *“Only accredited personnel holding a Track Access Permit are permitted to perform certain work within the rail corridor or within the Danger Zone (see diagram annexed as Appendix B). Accordingly, unless otherwise agreed and subject to prior **written** agreement between **and as required by the parties**, the following activities are carried out by the Rail Infrastructure Manager at the cost of either the Local Government or MRWA as indicated in brackets below...”*; and
- Amendment of part 3.5 Safety Auditing Compliance: *“The Road Manager shall conduct regular **inspections** to ensure the safety performance of the approach roads to an Interface are assessed as part of maintenance responsibilities in the context of the Local Government’s road network.”*

The changes to the Agreement are considered acceptable. It should be noted that the Chief Executive Officers from the Shires of Kondinin, Kulin and Narembeen have been contacted and have reached a similar conclusion on Agreement version 2.3. They will be recommending their respective Council’s to sign the Agreement.

STATUTORY ENVIRONMENT

Rail Safety National Law (WA) Act 2015

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Whilst there are no known financial implications in relation to signing the Agreement, there are potential long term issues in the current form of the Agreement with the Shire being responsible for works authorised on behalf of Brookfield without consultation with the Shire.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Endorse the Rail Interface Agreement (version 2.3) with Brookfield Rail Pty Ltd and Main Roads WA for all rail crossings within the Shire of Corrigin boundaries.*
2. *Authorise the Shire President and the Chief Executive Officer to execute the Rail Interface Agreement version 2.3 and affix the Common Seal.*

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:	20 September 2016
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
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:

- 29 October until 5 November 2016; and
- 24 December 2016 (the 2016 Christmas/New Year shut-down period) until 5 January 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:

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

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

- *29 October until 5 November 2016; and*
- *24 December 2016 until 5 January 2017.*

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 18 October 2016 at 9 Lynch Street Corrigin commencing at 3pm.

17. MEETING CLOSURE