



# Agenda Attachments

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April 2019

**ATTACHMENT 7.1.1 PREVIOUS ORDINARY COUNCIL MEETING MINUTES**

**ATTACHMENT 7.2.1. CENTRAL COUNTRY ZONE MEETING MINUTES**

**ATTACHMENT 7.2.2. ROE ROC MEETING MINUTES**

**ATTACHMENT 8.1.2 ACCOUNTS FOR PAYMENT – MARCH 2019**

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

**ATTACHMENT 8.1.4. MONTHLY FINANCIALS – MARCH 2019 (SEPARATE  
ATTACHMENT)**

**ATTACHMENT 8.2.1 CEO PERFORMANCE REVIEW OCCASIONAL  
COMMITTEE RECOMMENDATIONS (TO BE TABLED)**

**ATTACHMENT 8.2.2 BUDGET REVIEW (SEPARATE ATTACHMENT)**

**ATTACHMENT 8.2.3 CORRIGIN AGRICULTURAL SOCIETY**

SHIRE OF



# MINUTES

ORDINARY COUNCIL MEETING

TUESDAY 19 MARCH 2019



*Strengthening our community now to grow and prosper  
into the future*

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**1 DECLARATION OF OPENING**

The Chairperson, Shire President Cr. L Baker opened the meeting at 3.07pm.

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

**ATTENDANCE**

Shire President	Cr. L Baker
Deputy Shire President	Cr. D L Hickey
	Cr. M B Dickinson
	Cr. F R Gilmore
	Cr. M A Weguelin
	Cr. S G Hardingham
	Cr. J A Mason
Chief Executive Officer	N A Manton
Governance Executive Officer	J K Baker
Manager Finance	D C Ospina Godoy

**APOLOGIES**

NIL

**LEAVE OF ABSENCE**

NIL

**3 PUBLIC QUESTION TIME**

NIL

**4 MEMORIALS**

The Shire was advised that Leila Langley passed away since the last meeting.

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

NIL

**6 DECLARATIONS OF INTEREST**

Cr Hardingham declared an impartiality interest in item 8.2.5 - Development Application.

Cr Weguelin declared a proximity interest in item 8.3.1 - Walton, Jose and Goyder Street RAV Assessment.

Cr Mason declared a proximity interest in item 8.3.1 - Walton, Jose and Goyder Street RAV Assessment.

Cr Gilmore declared a proximity interest in item 8.3.1 - Walton, Jose and Goyder Street RAV Assessment.

## **7 CONFIRMATION AND RECEIPT OF MINUTES**

### **7.1 PREVIOUS COUNCIL MEETINGS AND BUSINESS ARISING FROM MINUTES**

#### **7.1.1 ORDINARY COUNCIL MEETING**

Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 19 February 2019 (Attachment 7.1.1).

#### **COUNCIL RESOLUTION**

**(19/2019) Moved: Cr Gilmore      Seconded: Cr Hickey**

*That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 19 February 2019 (Attachment 7.1.1) be confirmed as a true and correct record.*

**Carried 7/0**

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

#### **7.2.1 STEVENSON TRUST FUND**

Minutes of the Stevenson Trust Fund meeting held on Thursday 28 February 2019 (Attachment 7.2.1).

#### **COUNCIL RESOLUTION**

**(20/2019) Moved: Cr Hardingham      Seconded: Cr Weguelin**

*That the minutes of the Stevenson Trust Fund meeting held on Thursday 28 February 2019 (Attachment 7.2.1) be received*

**Carried 7/0**

#### **7.2.2 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)**

Minutes of the LEMC meeting held on Thursday 28 February 2019 (Attachment 7.2.2).

#### **COUNCIL RESOLUTION**

**(21/2019) Moved: Cr Hickey      Seconded: Cr Mason**

*That the minutes of the LEMC meeting held on Thursday 28 February 2019 (Attachment 7.2.2) be received.*

**Carried 7/0**

**7.2.3 AUDIT AND RISK MANAGEMENT ADVISORY COMMITTEE**

Minutes of the Audit and Risk Management Advisory Committee meeting held on Tuesday 12 March 2019 (Attachment 7.2.3).

**COUNCIL RESOLUTION**

**(22/2019) Moved: Cr Dickinson      Seconded: Cr Gilmore**

*That the minutes of the Audit and Risk Management Advisory Committee meeting held on Tuesday 12 March 2019 (Attachment 7.2.3) be received.*

**Carried 7/0**

**7.2.4 ROE TOURISM ASSOCIATION**

Minutes of the Roe Tourism Association meeting held on Monday 10 December 2018 (Attachment 7.2.4).

**COUNCIL RESOLUTION**

**(23/2019) Moved: Cr Weguelin      Seconded: Cr Mason**

*That the minutes of the Roe Tourism Association meeting held on Monday 10 December 2018 (Attachment 7.2.4) be received.*

**Carried 7/0**

## 8 MATTERS REQUIRING A COUNCIL DECISION

### 8.1 CORPORATE AND COMMUNITY SERVICES REPORTS

#### 8.1.1 CORRIGIN COMMUNITY RESOURCE CENTRE

Applicant:	Shire of Corrigin
Date:	5/03/2019
Reporting Officer:	Heather Ives, Coordinator, Community Services
Disclosure of Interest:	NIL
File Ref:	CS.0008
Attachment Ref:	NIL

#### CORRIGIN CRC MONTHLY USAGE – FEBRUARY 2019:

CUSTOMER ACCESSING 'FEE FOR SERVICE' AND SALES					
SERVICES / FEES	MTHLY	FROM JULY 18	SALES	MTHLY	FROM JULY 18
Internet Use / Computer Use	24	154	Movie Club Fees	16	69
Photocopying / Printing / Faxing	31	296	Phonebook Sales	2	151
Laminating / Binding / Folding	9	47	Moments In Time Books	0	4
Sec. Services / Scans / CD Burning	2	49	Book Sales	1	2
Room Hire	6	41	Wrapping Paper / Postcard Sales	0	10
Equipment Hire	2	5	Polo Shirt / Eco Bag Sales	0	3
Training / Course Fees	0	48	Phone calls	0	1
Resource Centre Membership Fees	2	18	Sale of Assets	0	0
Exam Supervision	0	1			
Total:	76		Total:	19	
<i>Monthly People through:</i>	95				
CUSTOMER ACCESSING 'CORRIGIN CRC SERVICES'					
SERVICES	MTHLY	FROM JULY 18	SERVICE	MTHLY	FROM JULY 18
Phonebook Enquiries	2	32	Corrigin Toy Library	8	59
Tourism	28	342	Broadband for Seniors / Webinars	9	66
Government Access Point	0	10	General Enquires (Face/Email/Website)	124	1128
Community Information	47	416	Corrigin Public Library	115	363
Conf. / Vid Conf. / Training /	68	537	Corrigin Library eResources	66	66
University Exams	0	1			
Total:	145		Total:	322	
<i>Monthly People through:</i>	467				

**TOTAL FOR THE MONTH OF FEBRUARY: 562**



**COMMUNITY ECONOMIC / BUSINESS AND SOCIAL DEVELOPMENT BOOKINGS – FEBRUARY 2019**

DESCRIPTION	NO'S	ROOM	GOVT. HOT OFFICE BOOKING (HO), COMMERCIAL BOOKING
SMYL – Community Services	3	Professional Office	Commercial Booking
Annual Electors – Meeting	6	Conference Room	N/A
EBA – Meeting	22	Conference Room	N/A
Holyoake – Counselling	4	Professional Office	Commercial Booking
Movie Club – February	18	Conference Room	N/A
RSM – Business Local	3	Professional Office	HO
Holyoake – Counselling	3	Professional Office	Commercial Booking
Forest Personnel - Employment	3	Professional Office	Commercial Booking
SMYL – Community Services	3	Professional Office	Commercial Booking

**CORRIGIN CRC Annual Summary Report**

	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	372	516	663	563	422	376	596	563	646	532	444	6154
2018-19	578	521	425	708	547	397	386	562					

**STATUTORY ENVIRONMENT**

NIL

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

NIL

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 and Corporate Business Plan 2017-2021:

**Objective: Social**

**An effectively serviced, inclusive and resilient community**

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

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
3.1.1	Work in partnership with community and sporting groups	3.1.1.2	Assist sport and recreation clubs in accessing grant funding opportunities
3.1.3	Facilitate, encourage and support community events	3.1.3.1	Promote and support local events with emphases on events that promote visitation of the Shire.
		3.1.3.2	Engage and facilitate the community to encourage the establishment and continuation of local events.

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**(24/2019) Moved: Cr Weguelin      Seconded: Cr Dickinson**

*That Council receives the Corrigin Community Resource Centre Report.*

**Carried 7/0**

## 8.1.2 ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	5/03/2019
Reporting Officer:	Tanya Ludlow, Finance Officer - Creditors / Payroll
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.2 – Accounts for Payment – February 2019

### SUMMARY

This report provides Council 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 during the month of February 2019 are provided as Attachment 8.1.2 – Accounts for Payment – February 2019.

After payment of the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$0.00.

Bank Account	Payment Type	Reference	Amount	Total
Municipal	EFT	13484 - 13511,	\$157,328.37	
		13514 - 13573,		
		13575 - 13596		
	Cheque	020380 - 020390	\$15,541.88	
	Direct Debit	February 2019	\$26,125.18	
	Payroll	February 2019	\$113,050.08	<b>\$312,045.51</b>
Trust	EFT	13512 - 13513	\$158.30	
	Cheque	No Payments	\$0.00	
	Direct Debit	No Payments	\$0.00	<b>\$158.30</b>
Licensing Trust	EFT	13574	\$30.00	
	Direct Debit	February 2019	\$41,880.55	<b>\$41,910.55</b>
Edna Stevenson	Cheque	No Payments	\$0.00	<b>\$0.00</b>
<b>Total Payments for the Month of February 2019</b>				<b>\$354,114.36</b>

**Previous Accounts for Payment report**

To enable Council to check that no sequential payment numbers have been missed from the previous accounts for payment report and the report provided as Attachment 8.1.2 – Accounts for Payment – February 2019, the following information is provided on the last cheque or EFT number used.

Bank Account	Payment Type	Last Number	First Number in report
Municipal and Trust and Licensing Trust	EFT	EFT13483	EFT13484
Municipal	Cheque	020379	020380
Trust	Cheque	003389	No Payments
Edna Stevenson	Cheque	000062	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 1996

**POLICY IMPLICATIONS**

Policy 2.10 – Purchasing Policy

**FINANCIAL IMPLICATIONS**

Expenditure in accordance with the 2018/2019 Annual Budget.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 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

**COUNCIL RESOLUTION**

**(25/2019) Moved: Cr Mason**

**Seconded: Cr Hardingham**

*That Council reviews the list of accounts paid and acknowledges that payments totalling \$354,114.36 have been made during the month of February 2019.*

**Carried 7/0**

### 8.1.3 ACCOUNTS FOR PAYMENT – CREDIT CARDS

Applicant:	Shire of Corrigin
Date:	12/03/2019
Reporting Officer:	Catherine Ospina Godoy, Manager Finance
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.3 – Accounts for Payment – Credit Cards

#### SUMMARY

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 29 December 2018 to 29 January 2019.

#### 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 Manager Finance, to confirm that all expenditure has been incurred, 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 Manager Finance 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 2.10 – Purchasing Policy  
Policy 2.18 - Corporate Credit Cards

#### FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2018/2019 Annual Budget.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 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

**COUNCIL RESOLUTION**

**(26/2019) Moved: Cr Hickey                      Seconded: Cr Hardingham**

*That Council in accordance with Attachment 8.1.3 endorse credit card payments for the period 29 December to 29 January 2019 for \$208.31.*

**Carried 7/0**

### 8.1.4 MONTHLY FINANCIAL REPORT

Applicant:	Shire of Corrigin
Date:	13/02/2019
Reporting Officer:	Catherine Ospina Godoy, Manager Finance
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.4 – Monthly Financial Report – February 2019

#### **SUMMARY**

This report provides Council with the monthly financial report for the month ending 28 February 2019.

#### **BACKGROUND**

Local Government (Financial Management) Regulations 1996, regulation 34 states that a local government must prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget.

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 report, provided 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**

NIL

#### **FINANCIAL IMPLICATIONS**

Expenditure in accordance with the 2018/2019 Annual Budget.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 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

**COUNCIL RESOLUTION**

**(27/2019) Moved: Cr Hickey                      Seconded: Cr Gilmore**

*That Council accept the Statement of Financial Activity for the month ending 28 February 2019 included as Attachment 8.1.4 as presented, along with notes of any material variances.*

**Carried 7/0**



## 8.2 GOVERNANCE AND COMPLIANCE REPORTS

### 8.2.1 COMPLIANCE AUDIT RETURN

Applicant:	Shire of Corrigin
Date:	6/03/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	CM.0001
Attachment Ref:	Attachment 8.2.1 - Compliance Audit Return 2018

#### SUMMARY

Council is requested to review and endorse the 2018 Compliance Audit Return for the period 1 January 2018 to 31 December 2018.

#### BACKGROUND

Western Australian local governments are required to complete an annual Compliance Audit Return (CAR) in accordance with the provisions of the Local Government (Audit) Regulations 1996 (Regulations).

The completed return is required to be:

- Reviewed by the Audit Risk Management Committee.
- Considered and adopted by Council.
- Certified by the President and CEO following Council adoption.
- Submitted together with a copy of the Council Minutes to the Department Local Government, Sport and Cultural Industries by 31 March 2019.

*At the Audit and Risk Management Committee meeting held on 12 March 2019 the following resolution was passed:*

*That the Audit and Risk Management Committee accepts the completed Compliance Audit Return for the period 1 January 2018 to 31 December 2018 as attached in Attachment 8.2.1 and recommend to Council that the return be adopted.*

Following the endorsement of the 2018 CAR by the Audit and Risk Management Committee a minor change was made to question 9 in the finance section referring to s7.12A (4) of the Act with the response changed from Yes to Not Applicable. This question relates to matters raised in the Audit Report prepared under s.7.9.

The Shire provided the Audit Report and Management Letter to the Department of Local Government however this was not a mandatory requirement under s.7.12A as the auditor's report did not include any matters that required such a report to be made to the Minister.

#### COMMENT

The Compliance Audit Return has been carried out by the Chief Executive Officer in conjunction with the administration staff and no matters of non-compliance against the following criteria have been identified.

- Integrated Planning and Reporting
- Local Government Employees
- Official Conduct
- Tenders for Providing Goods and Service

- Delegation of Power / Duty
- Disposal of Property
- Finance
- Commercial Enterprises by Local Governments

A copy of the Compliance Audit Return is attached (Attachment 8.2.1).

### STATUTORY ENVIRONMENT

Local Government Act 1995,  
Local Government (Audit) Regulations 1996.

### POLICY IMPLICATIONS

8.1 Audit and Risk Management Committee

### FINANCIAL IMPLICATIONS

NIL

### COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2017-2027 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

### COUNCIL RESOLUTION

**(28/2019) Moved: Cr Mason                      Seconded: Cr Weguelin**

*That Council endorse the completed Compliance Audit Return for the period 1 January 2018 to 31 December 2018 as attached in Attachment 8.2.1 for certification by the Shire President and Chief Executive Officer and submission to the Department of Local Government; Sport and Cultural Industries.*

**Carried 7/0**

## **8.2.2 INCIDENT MANAGEMENT AND BUSINESS CONTINUITY**

Applicant:	Shire of Corrigin
Date:	13/03/2019
Reporting Officer:	Heather Talbot, Governance Projects Officer
Disclosure of Interest:	NIL
File Ref:	CM.0054
Attachment Ref:	Attachment 8.2.2

### **SUMMARY**

This report seeks Council endorsement of the updated Incident Management and Business Continuity Response Plan and Procedures Manual as endorsed by the Audit and Risk Management Committee in March 2019.

### **BACKGROUND**

The Incident Management and Business Continuity Response Plan and Procedures Manual is to be reviewed annually by the office of CEO and is to be taken to Council for consideration and adoption.

### **COMMENT**

Council and management have previously identified the need to develop and maintain Business Continuity Plans as part of the Shire's overall management of risk. The plan and procedures are an important tool in assisting the Shire to recover from situations that may arise ensuring that decisions are made quickly while minimising financial, environmental and reputational impacts.

### **STATUTORY ENVIRONMENT**

*Local Government (Audit) Regulations 1996*

### **POLICY IMPLICATIONS**

NIL

### **FINANCIAL IMPLICATIONS**

NIL

## COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2017-2027 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.
4.1.2	Undertake strategic planning and ensure legislative compliance	4.1.2.2	Annual review of Council's policies and Corporate Business Plan.

## VOTING REQUIREMENT

Simple Majority

## COUNCIL RESOLUTION

**(29/2019) Moved: Cr Gilmore      Seconded: Cr Mason**

*That Council adopt the Incident Management and Business Continuity Response Plan and Incident Management and Business Continuity Response Procedures Manual as provided in Attachment 8.2.2.*

**Carried 7/0**

### 8.2.3 DEFERRED LONG SERVICE LEAVE (CONFIDENTIAL)

Applicant:	Shire of Corrigin
Date:	13/02/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	PER.0051
Attachment Ref:	NIL

#### REASON FOR CONFIDENTIALITY

This report is confidential in accordance with section 5.23(2) of the Local Government Act because it deals with:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (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

#### COUNCIL RESOLUTION

**(30/2019) Moved: Cr Hickey                      Seconded: Cr Hardingham**

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

**Carried 7/0**

**Note: Ms Baker and Ms Ospina Godoy left the meeting at 3.33pm.**

#### COUNCIL RESOLUTION

**(31/2019) Moved: Cr Weguelin              Seconded: Cr Hardingham**

*That Council approve the request made by Mr Terry Barron, Leading Hand, to defer his accrued Long Service Leave to February 2019 and December 2019 as per Policy 5.17.*

**Carried 7/0**

#### COUNCIL RESOLUTION

**(32/2019) Moved: Cr Hardingham      Seconded: Cr Hickey**

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

**Carried 7/0**

**Note: Ms Baker and Ms Ospina Godoy re-entered the meeting at 3.34pm.**

## 8.2.4 LONG SERVICE LEAVE POLICY

Applicant:	Shire of Corrigin
Date:	13/02/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	PER.0051
Attachment Ref:	NIL

### SUMMARY

Council committee is asked to consider deleting policy 5.17 Long Service Leave Policy which requires the CEO to refer a request to defer long service leave to Council for approval.

### BACKGROUND

Council policy 5.17 Long Service Leave Policy requires the CEO to refer the request for an application to defer long service leave to Council for approval. The CEO understands that this policy was developed in response to a historical issue of employees deferring long service leave for over six years which resulted in a significant increase in leave liability and was noted in the auditor's management letter. The excess annual and long service leave has been significantly reduced in the past six months.

Under the provisions of the *Local Government (Long Service Leave) Regulations*, where the commencement of long service leave has been postponed to meet the convenience of the employee beyond a period of six months, the rate of payment for that leave shall be at the rate applicable to the employee for ordinary time (excluding allowances) at the end of the period of six months unless otherwise agreed in writing between the Shire of Corrigin and employee.

In addition to the Local Government (Long Service Leave) Regulations, Council endorsed a new Leave Policy in October 2018 to provide guidelines for the management of leave for Shire of Corrigin employees and reduce excess leave. With regard to deferred long service leave the policy 5.26 Leave Policy states that:

- Employees are required to formally seek approval from the CEO to defer long service leave. This deferral request must be in writing and clearly identify the amount of leave accrued, at what date it will be cleared and why it has not been cleared; and
- Where the commencement of long service leave has been postponed to meet the convenience of the employee beyond a period of six months, the rate of payment for, or in lieu of that leave, shall be at the rate applicable to the employee for ordinary time (excluding allowances) at the end of the period of six months, unless otherwise agreed in writing between the Shire of Corrigin and employee.
- Deferrals in excess of this period require the approval of the CEO.

This policy is inconsistent with 5.17 Long Service Leave Policy which states that the CEO is to refer the request for an application to defer long service leave to Council for approval.

**COMMENT**

Normal practice is for the Manager and CEO to grant approval to defer Long Service Leave based on ensuring financial stability as well as maintaining adequate staff resources to deliver services to the Council and community.

The management of excess leave has now been resolved and it is recommended that the policy 5.17 relating to Long Service Leave be deleted as the management of all leave including Long Service Leave is adequately covered by 5.26 Leave Policy.

**STATUTORY ENVIRONMENT**

Local Government Act 1995,  
Local Government (Long Service Leave) Regulations  
Shire of Corrigin Enterprise Agreement 2014

**POLICY IMPLICATIONS**

3.1 Risk Management Policy  
5.17 Long Service Leave  
5.26 Leave Policy

**FINANCIAL IMPLICATIONS**

Current liability for annual and long service leave currently \$443,000

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 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

**COUNCIL RESOLUTION**

**(33/2019) Moved: Cr Gilmore      Seconded: Cr Weguelin**

*That Council authorise the removal of Policy 5.17 Long Service Leave from the Policy Register as the guidelines for Long Service Leave are duplicated in policy 5.26 Leave Policy.*

**Carried 7/0**

**Note: Cr Hardingham left the meeting at 3.35pm.**

**8.2.5 DEVELOPMENT APPLICATION – PROPOSED CHANGE OF USE FROM ‘EXTENSIVE AGRICULTURE AND SINGLE HOUSE’ TO ‘EXTENSIVE AGRICULTURE, SINGLE HOUSE & GUEST HOUSE’ – LOT 8659 (NO.6005) BRUCE ROCK-CORRIGIN ROAD, CORRIGIN**

Applicant:	Warren & Carly Kenny
Owner:	Warren & Carly Kenny
Location:	Lot 8659 (No.6005) Bruce Rock-Corrigin Road, Corrigin
Date:	8 March 2019
Reporting Officer:	Mr Joe Douglas – Consultant Town Planner (Exurban Rural & Regional Planning)
Disclosure of Interest:	NIL
File Number:	PA 01-2019
Attachment Reference:	Attachment 8.2.5 – Full Copy of Development Application

**SUMMARY**

This report recommends that Council grant conditional approval to a development application received from Warren & Carly Kenny (Landowners) to change the current approved use of Lot 8659 (No.6005) Bruce Rock-Corrigin Road, Corrigin from ‘Extensive Agriculture & Single House’ to ‘Extensive Agriculture, Single House & Guest House’.

**BACKGROUND**

The applicant is seeking Council’s development approval to allow a portion of an existing approved single house on Lot 8659 (No.6005) Bruce Rock-Corrigin Road, Corrigin to be used for the purposes of a ‘guest house’ on a permanent, full-time basis.

Lot 8659 is located on the eastern edge of the Corrigin townsite and comprises a total area of approximately 39.84 hectares. The land is rectangular in shape, gently sloping, predominantly cleared of native vegetation and has historically been developed and used for extensive agricultural purposes (i.e. broadacre cropping & grazing). Existing improvements include a new single detached dwelling and associated infrastructure in the land’s north-eastern corner, a farm shed in its south-western portion and numerous vehicle access tracks and firebreaks throughout.



*Location & Lot Configuration Plan (Source: Landgate)*

The property has direct frontage and access to Bruce Rock-Corrigin Road along its western and northern side boundaries which is a State road under the care, control and management



of Main Roads WA. The primary point of vehicle access to /from this road is via an existing gravel driveway along the land's northern boundary with secondary access available via an existing driveway crossover along its western side boundary.

Existing adjoining and other nearby land uses include extensive agriculture to the north, east and south and rural living type development on smaller lots to the west with low density residential development and recreational uses in the Corrigin townsite beyond.

Full details of the application, including a covering letter and supporting plans, are provided in Attachment 8.2.5.

#### **COMMENT**

Lot 8659 is classified 'Rural' zone under the Shire of Corrigin Local Planning Scheme No.2 (LPS2).

Council's stated objectives for the development and/or use of any land classified 'Rural' zone of direct relevance to the proposal for Lot 8659 are as follows:

- i) To ensure that a right of vehicular access unfettered as to time, place and circumstance exists to any land which is the subject of any application for development approval;
- ii) To ensure the preservation of the rural character and rural appearance of land within the zone;
- iii) To preserve and protect the natural undeveloped land areas throughout the zone and to provide for the planting of trees and other suitable vegetation via the imposition of conditions on any development approval issued, in order to assist in balancing the greenhouse effect, provide shade, prevent erosion, reduce salinity and provide habitats for native fauna.

The use class 'guest house' is defined in Part 6 of LPS2 as "*a dwelling or part of a dwelling occupied by a person but containing rooms used to accommodate short-term guests for hire or reward*" and is listed in the Zoning Table as a discretionary (i.e. 'D') use on any land classified 'Rural' zone meaning it is not permitted without Council's development approval.

The application has been assessed with due regard for the specific objectives and standards of the Shire's local planning framework including LPS2 and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This assessment has confirmed the proposal is compliant with the following relevant requirements:

- Land use compatibility;
- Preservation of rural character and amenity;
- Vehicle access and parking;
- Essential services;
- Bushfire protection and safety.

Notwithstanding the above conclusion Council should note no tree planting or revegetation of the land is proposed to accommodate the new 'guest house' use despite this being a key objective of the land's current 'Rural' zoning classification in LPS2. It is contended the planting of additional trees on Lot 8659 is unnecessary for the following reasons:

- a) It doesn't relate directly to the proposed use of the existing dwelling on the land with the imposition of any revegetation condition/s difficult to justify (i.e. the proposed use doesn't generate the need for the planting of additional vegetation on the land);
- b) The planting of additional vegetation is considered unnecessary given the land is predominantly used for broadacre agricultural purposes with no changes proposed to that use; and

- c) the landowners have already successfully planted and continue to maintain a significant number of trees in close proximity to the existing dwelling in the northern portion of the site for environmental management and visual amenity purposes.

In light of the above findings it is concluded the proposal for Lot 8659 is consistent with the objectives of the land's current 'Rural' zoning classification in LPS2 and all relevant development standards and requirements and is therefore unlikely to have any negative impact on the general amenity, character, functionality and safety of the immediate locality. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the new 'guest house' use proceeds in accordance with the information and plans submitted in support of the proposal and the relevant standards and requirements of the Shire's local planning framework.

#### **STATUTORY ENVIRONMENT**

- Planning and Development Act 2005 (as amended)
- Planning and Development (Local Planning Schemes) Regulations 2015
- Shire of Corrigin Local Planning Scheme No.2

#### **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. All costs associated with the proposal will be met by the landowners.

#### **COMMUNITY & STRATEGIC IMPLICATIONS**

The proposal for Lot 8659 is considered to be consistent with the following stated objectives and outcomes in the Shire of Corrigin Strategic Community Plan 2017-2027:

- *Economic Objective - A strong, diverse economy supporting agriculture, local business and attracting new industry;*
- *Economic Outcome 1.3 - Well supported diverse industry and business;*
- *Environment Objective - An attractive natural and built environment for the benefit of current and future generations;*
- *Environment Outcome 2.2 – A well-managed built environment;*
- *Social Objective - An effectively serviced, inclusive and resilient community;*
- *Social Outcome 3.1 - An inclusive, welcoming and active community; and*
- *Social outcome 3.2 - A community for all ages.*

#### **VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**(34/2019) Moved: Cr Mason**

**Seconded: Cr Hickey**

That Council resolve to **approve** the development application submitted by Warren and Carly Kenny (Landowners) to change the current approved use of Lot 8659 (No.6005) Bruce Rock-Corrigin Road, Corrigin from 'Extensive Agriculture & Single House' to 'Extensive Agriculture, Single House & Guest House' subject to the following conditions and advice notes:

Conditions

1. The proposed new 'guest house' use shall be undertaken in a manner consistent with the information and plans submitted in support of the application dated 24 February 2019 subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
2. The proposed 'guest house' use shall be substantially commenced within a period of two (2) years from the date of this approval. If the use is not substantially commenced within this period this approval shall lapse and be of no further effect. Where an approval has so lapsed, the use shall not be carried out without the further approval of Council having first being sought and obtained.
3. The proposed 'guest house' use shall not employ any person other than a member of the occupier's household.
4. The proposed 'guest house' use shall not display any advertising signage exceeding 0.2m<sup>2</sup> in area unless otherwise approved by Council.

Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant/landowners and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Corrigin under its Local Planning Scheme No.2. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowners to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. The applicant/landowner is reminded of their obligation to ensure compliance with the specific standards and requirements of the Health Act 1911 and all associated regulations, the Shire of Corrigin Health Local Law 2016 and Shire of Corrigin Annual Fire Break Notice as it applies to all rural land in the municipal district.
4. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Local Planning Scheme No.2 and may result in legal action being initiated by the local government.
5. If the applicant/landowners are aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted directly to the State Administrative Tribunal within 28 days of the determination.

**Carried 6/0**

**Note: Cr Hardingham re-entered the meeting at 3.36pm**

**Note: Cr Weguelin, Cr Gilmore, Cr Mason left the meeting at 3.36pm.**

### 8.3 WORKS AND GENERAL PURPOSES

#### 8.3.1 WALTON, JOSE AND GOYDER STREET RAV ASSESSMENT

Applicant:	Shire of Corrigin
Date:	8/02/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	TT.0001
Attachment Ref:	Attachment 8.3.1 - Walton, Jose and Goyder Street RAV
Preliminary Assessment	

#### SUMMARY

Council is requested to consider the road submitted to Main Roads by a freight delivery company for assessment to determine if suitable to add to the Restricted Access Vehicle Network (RAV).

#### BACKGROUND

Main Roads Heavy Vehicle Services has requested that the Shire of Corrigin provide support as the road owner to add Walton, Jose and Goyder Street to the RAV network.

Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Request Network
4040124	Walton St	Dartee St (0.16)	Jose St (0.53)	RAV 3	RAV 4
4040135	Jose St	Walton St (0.00)	Goyder St (0.13)	None	RAV 4
4040125	Goyder St	Kunjin St / Brookton Hwy (0.00)	Jose St (0.53)	None	RAV 4

If the road is deemed unsuitable to be added to a RAV network when assessed it may be considered for a Restricted Local Access Permit (RLAP). This permit is for individual access to a road with a specific combination and with suitable conditions to mitigate any risk.

The RLAP provides access to the final destination of a particular transport task. This may include access to a farm gate or local business. A safety assessment is conducted by Main Roads taking into consideration the specific vehicle type and operation. The permit may be issued to a particular vehicle combination and/ or length with particular operating conditions.

Permits are required for all operators of Class 2 and 3 Restricted Access Vehicles (RAVs) to access the heavy vehicle network. Examples of Class 2 and 3 RAVs include B-doubles, road trains and truck and trailers.

RAV Networks 2 to 7 and 9 to 10 consists of some Low Volume roads that do not strictly comply with the assessment guidelines. These roads have been approved due to the low traffic volumes and are subject to the following additional conditions:

(a) Type A Low Volume roads:

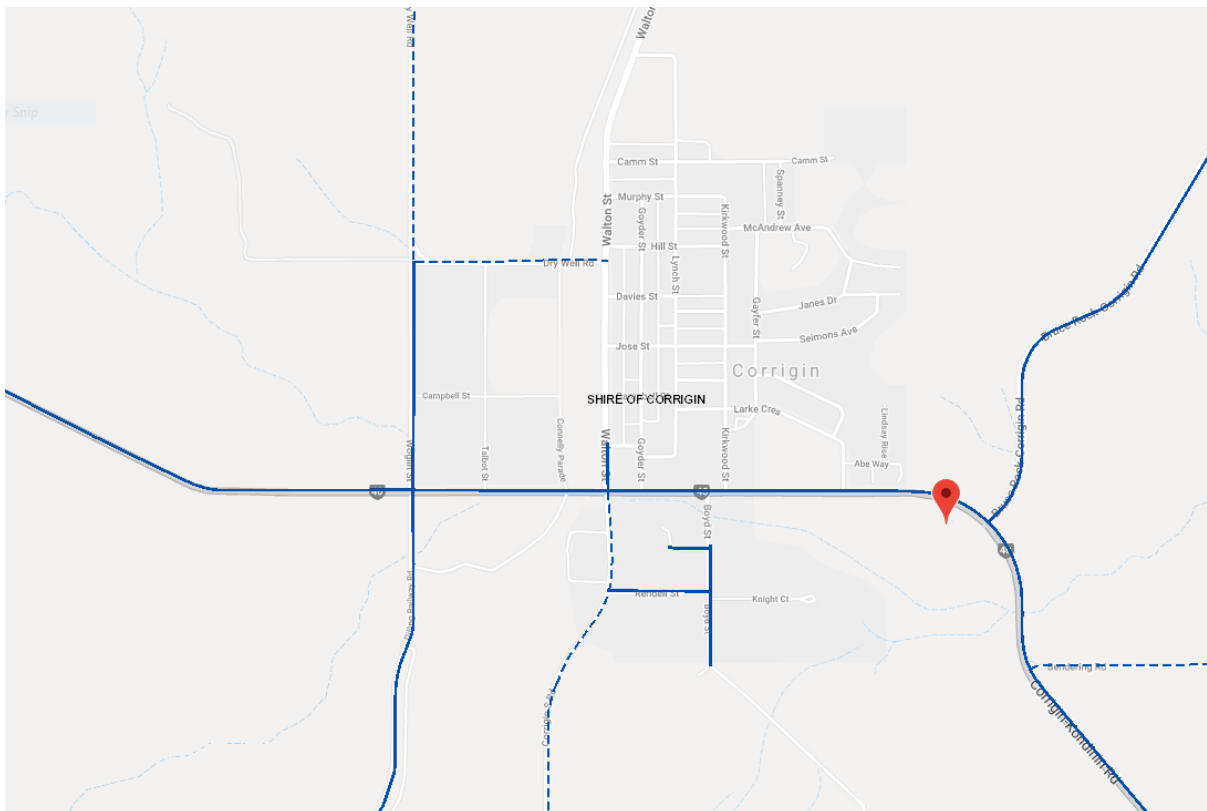
- Current written approval from the road owner, endorsing use of the road, must be obtained, carried in the vehicle and produced upon request;
- Operation is not permitted while the school bus is operating on the particular road.
- Operators must contact the relevant schools directly for school bus timetables; or where direct contact can be made with the school bus driver, operation is permitted once the school bus driver confirms all school drop-offs / pick-ups have been completed on the particular road;
- Headlights must be switched on at all times;
- When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover;
- No operation on unsealed road segment when visibly wet, without road owner's approval; and
- Direct radio contact must be maintained with other RAV's to establish their position on or near the road (UHF channel 40).

(b) Type B Low Volume roads:

All conditions stipulated in subclause 8.3(a) for Type A Low Volume roads apply; and

- For a single lane road, the road must not be entered until the driver has established via radio contact that there is no other RAV on the road travelling in the oncoming direction, and
- The RAV must not exceed a speed of 40 km/h.

Walton Street is currently RAV 3 and RAV 4 from Kunjin Street to Dartree Street.



Walton Street was previously assessed and declined for RAV 4-7 access due to non-compliant swept paths access from Walton Street northbound turning left into Dry Well Road westbound and also from Walton Street southbound turning right into Dry Well Road westbound.

The road was also previously assessed for RAV 7 access from Brookton Highway to the BP Fuel depot but this was also declined due to insufficient swept path from Walton Street southbound turning right into Brookton Highway and southbound turning left into Brookton Highway.

Main Roads Regional Office has also raised safety concerns and deemed the road unsuitable for RAV Network 7 access as the section of road that passes through the town; is a school bus route and is also a residential area where some of the front yards do not have fences.

The report commissioned by the Shire of Corrigin to address previous RAV issues noted that the basic scope of work for the Walton Street intersection with the Brookton Highway to comply with RAV 7 would require widening of the sweeps on the North East and South West corners to allow the turning vehicle to stay in lane. There are considerable existing services relocations involved in widening the North East quadrant with the final pavement / seal construction design required to meet Main Roads WA standards. The estimated cost of the upgrade is approximately \$185,000.



Goyder and Jose Streets have not previously been assessed for access to the RAV network. These roads are in the centre of the business and main street precinct as well as close to the school.

#### **COMMENT**

In recommending that Main Roads WA consider adding a street or road to the RAV network Council is not able to limit the number of vehicles using the road. If the streets in town were to be assessed as suitable for RAV 4 access there would be no way to prevent unlimited grain or mining trucks travelling through the town throughout the year.

This report recommends that Council submits Walton Street to Main Roads for assessment as a conditional Network 4 and that the applicant be considered for a Restricted Local Access Permit (RLAP) for Jose and Goyder Streets to deliver stock to the two supermarkets in town.

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*  
*Road Traffic (Vehicles) Regulations 2014*  
*Road Traffic (Vehicles) Act 2012*  
*Road Traffic (Administration) Act 2008*  
*Road Traffic (Administration) Regulations 2014*  
*Road Traffic Code 2000*

Land Administration Act 1997 (Sec 55)  
Main Roads Act 1930

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

NIL

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 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.
		1.1.1.3	Road asset management plan and footpath management plan to be incorporated in the review and expansion of the Asset Management Plan (AMP)

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

***(35/2019) Moved: Cr Hardingham Seconded: Cr Dickinson***

*That Council submits Walton Street to Main Roads for assessment as a conditional Network 4 and that the applicant be considered for a Restricted Local Access Permit (RLAP) for Jose and Goyder Streets to deliver stock to the two supermarkets in town.*

***Carried 4/0***

**Note: Cr Weguelin, Cr Gilmore, Cr Mason re-entered the meeting at 3.47pm.**

### 8.3.2 POLICY RAV ASSESSMENT

Applicant:	Shire of Corrigin
Date:	11/03/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	TT.0001
Attachment Ref:	Attachment 8.3.2 - Proposed policy – Restricted Access Vehicles

#### SUMMARY

Council is requested to consider adopting a policy to enable the CEO to conduct a preliminary assessment and to support an application to Main Roads to consider adding a road to the RAV network if deemed suitable.

#### BACKGROUND

The Shire of Corrigin has many roads that are not on the RAV network and regularly receives applications requesting that Council, as the road owner, support an application to Main Roads to have a road considered for assessment to be added to the RAV network.

A more efficient method of dealing with the volume of applications for roads to be considered by Main Roads to be added to the RAV network would be to adopt a policy authorising the CEO to conduct the preliminary assessment and to support an application to Main Roads to consider adding a road to the RAV network if deemed suitable.

If the road is deemed unsuitable to be added to a RAV network when assessed, it may be considered for a Restricted Local Access Permit (RLAP), or the matter brought to Council for consideration. The RLAP permit is for individual access to a road with a specific combination and with suitable conditions to mitigate any risk.

#### COMMENT

This report recommends that Council adopt a policy authorising the CEO to conduct a preliminary assessment of requested roads to ensure there are no obvious issues that would deem RAV access unsuitable and provide Main Roads Heavy Vehicle Services with any comments relating to road condition, planning conflicts or development issues that may be impacted by adding the above road(s) onto the RAV network.

#### STATUTORY ENVIRONMENT

*Local Government Act 1995*  
*Road Traffic (Vehicles) Regulations 2014*  
*Road Traffic (Vehicles) Act 2012*  
*Road Traffic (Administration) Act 2008*  
*Road Traffic (Administration) Regulations 2014*  
*Road Traffic Code 2000*  
*Land Administration Act 1997 (Sec 55)*  
*Main Roads Act 1930*

#### POLICY IMPLICATIONS

NIL

#### FINANCIAL IMPLICATIONS

NIL



**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 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.
		1.1.1.3	Road asset management plan and footpath management plan to be incorporated in the review and expansion of the Asset Management Plan (AMP)

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**(36/2019) Moved: Cr Hardingham Seconded: Cr Weguelin**

*That Council adopt a policy authorising the CEO to conduct a preliminary assessment of RAV4 applications to ensure there are no obvious issues that would deem RAV access unsuitable and provide Heavy Vehicle Services with any comments relating to road condition, planning conflicts or development issues that may be impacted by adding the road(s) onto the RAV network*

**Carried 7/0**

## **9 NOTICE OF MOTIONS FOR THE NEXT MEETING**

NIL

## **10 CHIEF EXECUTIVE OFFICER'S REPORT**

### **WALGA Central Zone Meeting**

The Shire of Corrigin will host the WA Local Government Association Central (WALGA) Country Zone Meeting on Friday 15 March 2019. The meeting will be attended by elected members, CEO's, WALGA representatives, members of parliament and invited guests and provides an opportunity for Corrigin to showcase the town and our excellent facilities.

### **Wheatbelt Medical Student Immersion Program**

It has been a busy week in Corrigin with our community hosting 20 medical students from Curtin and Notre Dame Universities. The program aims to assist the students to understand rural life and encourage them to consider it for their future career.

The students were billeted with 10 local families over four days and visited the local doctor, hospital and school. The students also visited the Hickey farm, Men's Shed, St John Ambulance, senior citizens and played netball. The students hosted a dinner on their last night to thank the community.

### **Roads**

The WANDRRA project is coming to an end with the Red Dust crew leaving town last week. All that remains to finalise the project is some gravel pit rehabilitation and the final sign off of the roads by the Manager of Works.

Outside staff working hard to complete busy works program before the end of financial year.

Work has commenced on a 10 year road program in preparation for the 2019/20 budget workshops.

### **New Staff**

Two of our valued staff members have recently resigned and the position of Executive Support Officer and Customer Service position have been advertised. Interviews are planned for early in April and hopefully the positions will be filled shortly after.

## **11 PRESIDENT'S REPORT**

- Australia Day - Hosted the Australia Day Ambassador Dr Ann O'Neil and her husband.
- Attended the Thank a Volunteer and Welcome to Corrigin event
- Hosted students that were part of the Wheatbelt Medical Student Immersion Program
- Central Country Zone meeting was held in Corrigin

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

NIL

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

NIL

**14 INFORMATION BULLETIN**

**15 WALGA AND CENTRAL ZONE MOTIONS**

NIL

**16 NEXT MEETING**

Ordinary Council meeting on Tuesday 16 April 2019 at 3.00pm.

**17 MEETING CLOSURE**

The Chairperson, Shire President Cr. L Baker, closed the meeting at 4.26pm.



# CENTRAL COUNTRY ZONE

## Minutes

**Friday 15 March 2019  
Corrigin Recreation and Events  
Centre  
Larke Crescent Corrigin**

**Commencing at 9.33am**

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# Minutes

## Central Country Zone of WALGA

Friday 15 March 2019, commencing at 9.33am

### 1.0 OPENING AND WELCOME

In opening the meeting at 9.33am, Cr Conley welcomed all delegates and guests to the meeting and proceeded to Item 1.1.

#### 1.1 Motion of Condolence – John Cowcher

On the 16th January 2019 John Cowcher sadly lost his life in a boating incident. John and his family were enjoying their annual holiday in Peaceful Bay when he was tragically taken from us.

John was first elected to the Council of the Shire of Williams in 1993. He served as Deputy President and was then elected President in 1999. He continued in the position of President for almost 20 years until his untimely death.

To have devoted so much to the community of Williams through his local government service speaks volumes for the character of John. He lived and breathed community engagement and was passionate about delivering on the Williams community's aspirations.

John was a regular delegate at Zone Meetings and actively participated in developing Zone policy. He will be sadly missed for his keen interest in local government matters and for his wise counsel

John served as Deputy President of the Zone for the 2013-2015 period. He was actively involved in representing the views of the Zone on fire management and the Emergency Service Levy and was instrumental in the Zone setting up a Zone Working Group that had the task of seeking an independent review of the current management and distribution of the Emergency Services Levy.

Many delegates will remember John's welcome to the last Central Country Zone meeting in Williams in November 2018 and the passion with which he promoted Williams and its many achievements, particularly around the aged care facilities.

The Zone extends its deepest sympathy to Heidi, Christopher and Michael.

The Zone President Cr Conley then invited delegates to observe a minute silence in memory of John.

#### 1.2 Welcome – Cr Lyn Baker

Cr Lyn Baker, President Shire of Corrigin extended a welcome to Corrigin to delegates and guests and outlined some of the current activities and community initiatives being delivered in the community.

## 2.0 ATTENDANCE AND APOLOGIES

### Attendance

Cr Mark Conley (Chair)	President, Shire of Cuballing
Cr Dee Ridgway	President, Shire of Beverley
Cr Chris Pepper	Deputy President, Shire of Beverley
Mr Stephen Gollan	CEO, Shire of Beverley
Cr Katrina Crute	President, Shire of Brookton
Cr Neil Walker	Deputy President, Shire of Brookton
Ms Vicki Morris	DCEO, Shire of Brookton
Cr Lyn Baker	President, Shire of Corrigin
Cr Des Hickey	Deputy President, Shire of Corrigin
Ms Natalie Manton	CEO, Shire of Corrigin
Mr Gary Sherry	CEO, Shire of Cuballing
Mr Allen Cooper	A/CEO, Shire of Dumbleyung
Cr Barry West	President, Shire of Kulin
Cr Rodney Duckworth	Deputy President, Shire of Kulin
Mr Garrick Yandle	CEO, Shire of Kulin
Cr Jeanette De Landgraft	President, Shire of Lake Grace
Cr Steve Hunt	Deputy President, Shire of Lake Grace
Ms Denise Gobbart	CEO, Shire of Lake Grace
Cr Bill Mulrone	President, Shire of Pingelly
Cr David Freebairn	Deputy President, Shire of Pingelly
Mr Mark Dacombe	A/CEO Shire of Pingelly
Cr Brett McGuinness	Deputy President, Shire of Quairading
Mr Graeme Fardon	CEO, Shire of Quairading
Cr Phillip Blight (entered the meeting at 10.55am)	President, Shire of Wagin
Cr Greg Ball (entered the meeting at 10.55am)	Councillor, Shire of Wagin
Mr Peter Webster (entered the meeting at 10.55am)	CEO, Shire of Wagin
Cr Ian Turton	Councillor, Shire of Wandering
Cr Ray Harrington OAM	President, Shire of West Arthur
Ms Nicole Wasmann	CEO, Shire of West Arthur
Cr Julie Russell	President, Shire of Wickepin
Mr Mark Hook	CEO, Shire of Wickepin
Cr Moya Carne	Councillor, Shire of Williams
Mr Geoff McKeown	CEO, Shire of Williams

Mr Bruce Wittber, Joint Executive Officer

### WALGA Representatives

Mr Ian Duncan, Executive Manager Infrastructure  
Ms Anne Banks-McAllister AM, Regional Capacity Building Manager

### Department of Local Government, Sport and Cultural Industries

Ms Geneveve Giumelli, Senior Legislation and Strategy Officer

### Guests

Mr Craig Manton	Regional Manager, Wheatbelt Region Main Roads WA
Mr Dennis O'Reilly	General Manager Regional Services, Department of Transport
Ms Louise Adamson	Operations Manager, MRWA Central Wheatbelt Region
Mr Gordon MacMile	Director Strategic Coordination and Delivery, Department of Local Government, Sport and Cultural Industries
Ms Mandy Walker	Director Regional Development, RDA Wheatbelt Inc
Mr Stephen Grimmer	Facilitator Strategy and Improvement City of Albany and IPR Support Program Co-ordinator
Ms Pip Kirby	Wheatbelt Development Commission



## Apologies

Shire of Narrogin	
Cr Wayne Davies	President, Shire of Quairading
Shire of Wagin	late attendance
Cr Brendan Whitely	President, Shire of Wandering
Ms Amanda O'Halloran	CEO, Shire of Wandering

Mr Wayne Scheggia	Deputy CEO WALGA
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Hon Mia Davies MLA	Member for Central Wheatbelt
Mr Peter Rundle MLA	Member for Roe
Hon Martin Aldridge MLC	Member for Agricultural Region
Hon Jim Chown MLC	Member for Agricultural Region
Hon Colin De Grussa MLC	Member for Agricultural Region
Hon Laurie Graham MLC	Member for Agricultural Region
Hon Darren West MLC	Member for Agricultural Region

Mr Tim Woolerson	General Manager Transwa
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Ms Helen Westcott	Joint Executive Officer
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### 3.0 DECLARATION OF INTEREST

Nil

### 4.0 ANNOUNCEMENTS

Nil

## 5.0 GUEST SPEAKERS

### 5.1 New Transport Portfolio Initiative (9.45am)

Mr Craig Manton, Regional Manager MRWA and Mr Dennis O'Reilly, General Manager Regional Services Department of Transport will present on the Transport Portfolio Unified Relationship Management Trial.

### 5.2 Integrated Planning and Reporting - Peer Support Program (10.05am) (Attachment)

Ms Anne Banks-McAllister AM, Regional Capacity Building Manager WALGA and Mr Stephen Grimmer, Facilitator Strategy and Improvement City of Albany and IPR Support Program Co-ordinator

#### **Background:**

The eleven Local Governments in the Great Southern recently completed a pilot peer support program for implementing the requirements of Integrated Planning and Reporting (IPR). The program is all about the sharing of practical tools, templates, ideas and experience in implementing and maintaining the requirements of the Integrated Planning & Reporting Framework, supported by a Program Facilitator and regional peers. The program has been so successful that all eleven participants are still actively involved and the program is being rolled out in the South West. A number of Local Governments across Western Australia have expressed interest in the program.

The program is supported by WALGA, the Department of Local Government, Sport and Cultural Industries and LG Professionals WA. As administrators of the program, LG Professionals WA has successfully applied for funding to roll the program out across the state and the program is now engaging with other rural and regional Local Governments to determine the best way to achieve this. The Program Facilitator (Stephen Grimmer from the City of Albany) is available to present on the Peer Support Program with interested Local Governments, to share the Great Southern experience and to listen and understand the best way to take the program into other areas.

The South West is currently looking to participate in the Program.

A brochure is attached.

### 5.3 Royal Commission into Institutional Responses to Child Sexual Abuse (10.25am) (Attachment)

Mr Gordon MacMile, Director Strategic Coordination and Delivery, Department of Local Government, Sport and Cultural Industries

Presentation on consultation being undertaken by the Department of Local Government, Sport and Cultural Industries with local government on the National Redress Scheme for Institutional Child Sexual Abuse (Information and Discussion Paper attached).

10.55am Cr Blight, Cr Ball and Mr Webster entered the meeting

**10.58am Meeting adjourned for morning tea**

**11.20am Meeting reconvened after morning tea**

At this point of the meeting Cr Conley invited the representative of the Department of Local Government, Sports and Cultural Industries (DLGSC) to address the meeting

Ms Geneveve Giumelli Senior Legislation and Strategy Officer gave an update on the activities of the DLGSC. A copy of the DLGSC Update is attached to minutes.

## 6.0 MINUTES

### 6.1 Confirmation of Minutes – Friday 30 November 2018 (Attachment)

Presenting the Minutes of the Central Country Zone Meeting held on Friday 30 November 2018.

**Meeting Comment:**

The Executive Officer advised that it had been brought to his attention that the Hon Rick Mazza MLC was in attendance for part of the last Zone Meeting and as such the attendance list should be amended accordingly.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Central Country Zone held Friday 30 November 2018 be confirmed as a true and accurate record of the proceedings.

**RESOLUTION:**                      **Moved: Cr Baker**                      **Seconded: Cr Blight**

**That the Minutes of the Meeting of the Central Country Zone held Friday 30 November 2018 be confirmed as a true and accurate record of the proceedings subject to the inclusion of Hon Rick Mazza MLC in the attendance list.**

**CARRIED**

### 6.2 Business Arising from Minutes Zone Meeting Friday 30 November 2018

#### 6.2.1 Item 10.4 Review of *Local Government Act 1995* Central Country Zone Position

Following the last Zone Meeting the Draft Response prepared by the Local Government Act Review Working Group in respect to beneficial organisations, financial management and rates, fees and charges, and endorsed by the Zone has been submitted to the Department of Local Government, Sport and Cultural Industries and WALGA.

#### 6.2.2 Item 10.5 Customer Service Standards for Collection Network of Container Deposit Scheme – Shire of Cuballing

This matter was considered at the last Zone Meeting when it was resolved as follows:

**RESOLUTION:**                      **Moved: Mr Fardon**                      **Seconded: Cr West**

1. *That the Central Country Zone make a submission to the Department of Water and Environmental Regulation in relation to the draft Container Deposit Scheme (CDS) Customer Service Standards pointing out the following concerns:*
  - *lack of consideration of district/Shire population – Central Country Zone is of the view that within the Zone the minimum requirement in respect to refund point population thresholds should be the district population and not town population;*
  - *consideration of distance - the service standards of outer regional areas to provide a collection point within 100kms and travelling two hours to access a collection point is too great and will discourage participation in the CDS; and*
  - *lack of local refund points reducing impacting on use of CDS - the lack of local collection points could significantly reduce the positive impacts of the CDS in the Central Country Zone.*
2. *That a representative of the Department of Water and Environmental Regulation with knowledge of the Container Deposit Scheme and proposed Customer Service Standards be invited to attend the next meeting of the Zone.*

**CARRIED**

A submission on the Container Deposit Scheme Customer Service Standards was prepared and submitted by the 6 December 2018. A copy of the submission was distributed to all Member Councils.

A representative of the Department of Water and Environmental Regulation was invited to attend this meeting of the Zone but the Executive Officer was advised by Ro Richardson, Manager Container Deposit Scheme that *"Unfortunately, I will not be able to attend your Zone meeting due to project work pressures but would appreciate a copy of the minutes"*.

Mr Richardson also advised:

*The customer service standards nominate a minimum number of refund points, however local governments without a nominated refund point are encouraged to submit proposals for refund points addressing customer convenience and required handling fee once the coordinator opens the collection network tender process.*

**RECOMMENDATION:**

That the report be noted.

**RESOLUTION:**                      **Moved: Mr Sherry**                      **Seconded: Cr Mulroney**

**That the report be noted.**

**CARRIED**

**6.2.3 Item 10.6 State Government Consultation within the Wheatbelt**

This matter was considered at the last Zone Meeting when it was resolved as follows:

**RESOLUTION:**                      *Moved: President Ballard*                      *Seconded: Cr Ball*

1. *That the Central Country Zone write to the Minister for Regional Development expressing concern that on occasions State Government Agencies, in conducting community and local government consultation, fail to hold consultations in various locations within the Wheatbelt which prevent relevant community input.*
2. *That a copy of the correspondence to the Minister be also sent to all Members of Parliament representing the Central Country Zone.*

**CARRIED**

Correspondence was prepared and sent to the Minister for Regional Development together with all local Members of Parliament. No response has been received from the Minister however a number of Members of Parliament have responded with most waiting for a response from the Minister before dealing with the matter further.

**6.2.4 Item 10.7 Country Ambulance Strategy**

This matter was considered at the last Zone Meeting when it was resolved as follows:

**RESOLUTION:**                      *Moved: Cr Baker*                      *Seconded: Cr Ball*

1. *That the Central Country Zone prepare correspondence to the public consultation on Country Ambulance Strategy incorporating the following issues:*
  - *Declining volunteer numbers;*
  - *Transfer of Responsibilities from St John Ambulance to WA Country Health Service;*
  - *Viability of St John Ambulance Sub-centres;*
  - *Adoption of a Paid Staff Model;*
  - *Developing improved relationships with local governments;*
  - *Improved quality of health and hospital services to remove the requirement for inter hospital transfers; and*
  - *Change to WA Country Health Service policy that does not enable patients to be transported to the most appropriate hospital facility.*
2. *That a copy of the correspondence submitted to the public consultation on Country Ambulance Strategy be forwarded to WALGA for information and action.*

**CARRIED**

A submission on the Country Ambulance Strategy was prepared and submitted by the 10 December 2018. A copy of the submission was distributed to all Member Councils.

**6.3 Minutes of the Executive Committee Meeting – Wednesday 6 March 2019 (Attachment)**

Presenting the Minutes of the Executive Committee Meeting held on Wednesday 6 March 2019.

**Executive Officer Comment:**

Any recommendations from the meeting are included as separate agenda items.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Central Country Zone Executive Committee held Wednesday 6 March 2019 be received.

**RESOLUTION:**                      **Moved: Cr Crute**                      **Seconded: Cr De Landgrafft**

**That the Minutes of the Meeting of the Central Country Zone Executive Committee held Wednesday 6 March 2019 be received.**

**CARRIED**

**6.4 Local Government Act Review Working Group Meeting – Wednesday 6 February 2019 (Attachment)**

Presenting the Minutes of the Local Government Act Review Working Group Meeting held on Wednesday 6 February 2019.

**Executive Officer Comment:**

Any recommendations from the meeting are included as separate agenda items.

**RECOMMENDATION:**

That the Minutes of the Local Government Act Review Working Group Meeting held on Wednesday 6 February 2019 be received.

**RESOLUTION:**                      **Moved: Cr Crute**                      **Seconded: Cr Baker**

**That the Minutes of the Local Government Act Review Working Group Meeting held on Wednesday 6 February 2019 be received.**

**CARRIED**

## 7.0 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS

*Zone delegates to consider the Matters for Decision contained in the WA Local Government Association State Council Agenda and put forward resolutions to Zone Representatives on State Council*

### 7.1 State Councillor Report

Cr Phillip Blight

#### **Central Country Zone State Councillor Report WALGA State Council Meeting 5 December 2018**

The following comments/notes are provided on the WALGA State Council Meeting held on Wednesday 5 December 2018

There was some discussion about the vexatious use of media to disparage and or to grandstand

Most zones accepted the recommendations as proposed by the secretariat and they were then passed without debate other than:

#### **Item 5.1 Proposed Removal by Main Roads WA of the “Letter of Approval” Restricted Access Vehicle Operating Condition**

*The following clause was added:*

That WALGA:

5. Advocates to Main Roads to establish a stakeholder working group to develop an appropriate mechanism through which the increased infrastructure costs from the use of heavy vehicles and those loaded in excess of limits (concessional loading) can be recovered from those benefiting, and redirected into the cost of road maintenance.

RESOLUTION 132.7/2018 CARRIED

#### **Item 5.7 Off Road Vehicles**

An amendment was carried to broaden the scope of funding and responsibility.

Most other composite recommendations were unchanged from the position of the Central Country Zone and carried with little discussion.

### 7.2 WALGA Status Report (Attachment)

*From Executive Officer*

#### **BACKGROUND:**

Presenting the Status Report for March 2019

#### **RECOMMENDATION:**

That the Central Country Zone notes the:

- State Councillor Report; and
- WALGA Status Report.

That the Central Country Zone notes the:

- State Councillor Report; and
- WALGA Status Report

CARRIED

At this point the meeting moved to consider Item 10.2 but is recorded in numeric sequence.

### 7.3 Review of WALGA State Council Agenda - Matters for Decision

From Executive Officer

#### Background:

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The Zone is able to provide comment or submit an alternate recommendation that is then presented to the State Council for consideration.

#### 5.1 Local Government Act Review – Sector Positions Following Feedback from Submissions (05-034-01-0001 TB)

#### WALGA Recommendation

That WALGA endorse and submit to the Minister for Local Government and the Department of Local Government, Sport and Cultural Industries:

1. The Local Government Act Review Report contained in this agenda; and,
2. The attached WALGA Advocacy Positions.

#### ZONE COMMENT:

The State Council agenda item is a very extensive document and provides a summary of responses including commentary on the WALGA Key Principles of the Act Review together with feedback to the Detailed Discussion Papers. As such it is not practicable to outline in detail the WALGA position on each aspect of the review.

The following Key Principles have been developed as a result of feedback from Member Councils:

#### 1. Sector Feedback – WALGA Key Principles

*There was strong support in feedback received from member Local Governments for the following key principles for the Act review:*

- Retain General Competence Powers

*The Local Government Act is founded on the general competence powers principle, which gives Local Governments the legal capacity to do anything that is not prohibited by law. This principle is uniformly supported by the Local Government sector and that it should not be diluted by over-regulating the operations of Local Government.*

- Provide Flexible, Principles-based Legislative Framework

*The Local Government Act works well when Local Governments apply their general competence powers within a legislative framework that provides for good governance, with accountability to the community for decision-making. The Local Government sector seeks a light-touch regulation approach accompanied by best practice guidance, support and assistance.*

- Principles not Prescription

*There is concern that, without adequate care and sector input, the new Local Government Act will be overly prescriptive and mistakes of the past will be repeated. Prescriptive compliance regimes do not typically drive innovation or organisational performance; instead boxes are ticked and processes to comply are implemented leading to inefficiencies and distractions.*

*The Local Government Act should focus on principles and objectives, not on process. As an example, Local Governments are required to give state-wide public notice of the intention to review a local law, and this means it must be advertised in a newspaper circulated throughout the state.*

*The objective of requiring a state-wide public notice is to inform the community. However, one could argue that typical citizens are unlikely to study the Local Government Notices section of The West Australian, and therefore this requirement is ineffective. Given this is what is written into the Act, an administrator could suggest that they have complied with the law and therefore the community is informed, even though a state-wide notice clearly does not achieve this! Most administrators do not take this approach and Local Governments have instead innovated and now distribute email newsletters and operate multiple social media accounts and it is these methods that inform the community.*

*Similarly with regional subsidiaries, a key feature of the model is to enable Local Governments to establish a subsidiary that is fit-for-purpose by adapting the governing charter to the subsidiary's purpose and structure. Instead, the regulations are prescriptive and a number of Local Governments have considered the model and opted not to pursue it. Best practice, guidance material and smart people working together to solve problems drive innovation; prescriptive regulation drives compliance for the sake of compliance.*

*To focus on the process and not the principles and objectives risks embedding today's practice into legislation instead of allowing Local Governments the flexibility to innovate and adapt to new methods and new technologies. Not everything a Local Government should do needs to be legislated. Ultimately, Councils are considered to be generally competent and are accountable to the community through democratic elections held every two years.*

- Enabling Legislation

*The need to provide enabling legislation with a "menu of opportunities" for the sector. The State Government need to set legislation that enables Local Governments to carry out activities, even though all Local Governments may not want to carry the activity, those that wish to, should be permitted to. A good example of this is Beneficial Enterprises that is discussed later in this report.*

- Avoid Red Tape

*WALGA has called for the de-cluttering of the extensive regulatory regime that underpins the Local Government Act. The Act Review provides a timely reminder that the legislative burden on Local Government is vast and burdensome; the Local Government Act itself runs to over 500 pages and the 9 associated Regulations combine to approximately 400 additional pages. It would not be unfair or unkind to observe that few within each Local Government's administration, and fewer Elected Members, would grasp the level of detail contained throughout the Act and Regulations, creating of its own accord a compliance burden.*

*This scale of legislation represents a considerable challenge to the delivery of effective and efficient governance. WALGA echoes the sentiments of Dr David Cox, Chair of the Law Reform Commission of Western Australia, who stated at the Local Government Act Forum in January 2019:*

*"Consideration in drafting (the new Act) is to think about who you are drafting it for? Consider who has to read it and write it for normal people – not law graduates. People want to know what's governing them and they need to understand it."*

- Size and scale compliance regime

*There is a marked appetite in the response to the Facilitated Workshops, Detailed Discussion Papers and Future of Local Government Statewide Forum for differentiation between Local Governments based on size and scale.*



The Zone would generally agree with the above Key Principles.

Outlined below are the details of any position recommended to the Zone, by the Zone Working Group, which is different to the WALGA position.

Question	WALGA Position	Zone Position	Comment
“All local governments regardless of their size should have the same level of powers and responsibilities.”	Supportive/Very Supportive 95%	Unsupportive	The Zone is of the view that some powers and responsibilities should be mandatory to all local governments, however there should be an opportunity for local governments, to be able to opt in (or opt out) of certain “optional” powers and responsibilities with such opportunity based on size and location
“Local governments should be required to have a legal practitioner certify that a local law is within power and legally enforceable.”	Supportive 70%	Neutral	This would be supported only if the Joint Standing Committee on Delegated Legislation is not also going to review the local laws
“The process for public question time should be consistent between councils.”	Supportive/Very Supportive 80%	Unsupportive	
“People unhappy with the quality of the answer given at public question time should be able to escalate the matter to an independent person.”	Neutral/Supportive 80%	Very Unsupportive	
To what extent are you concerned about behaviour and good governance in local government?	A great deal/ a lot 60%	No comment	Question not answered as it is considered this is more related to community opinion
“Local governments should determine if they require a community engagement charter or policy and the content of that charter or policy.”	Supportive 70%	Unsupportive	

In addition to responding to the individual questions WALGA has also considered a number of new concepts which are outlined below:

### Building Upgrade Finance

It is **recommended** that support for Building Upgrade Finance be included in WALGA’s advocacy positions.

### Renewable Energy Infrastructure Service Charge

It is **recommended** that support for Renewable Energy Infrastructure Service Charge be **included** in WALGA’s advocacy positions.

## State/Local Government Relations

It is **recommended** that the principle that “The State Government must not assign any legislative responsibilities to Local Governments unless there is provision for resources required to fulfill the responsibilities” be included in WALGA’s advocacy positions.

## Financial Ratios

It is **recommended** that the financial ratios be reduced to the following three (3) ratios and be included in WALGA’s advocacy positions.

- Operating Surplus ratio
- Net Financial Liabilities ratio
- Asset Renewal Funding Ratio

## Community Engagement

It is **recommended** that Local Governments be required to adopt a community engagement policy, however there should be no prescription on how this is carried out.

## Local Government (Long Service Leave) Regulations

It is **recommended** that support for the following position statement on *Local Government (Long Service Leave) Regulations* be **included** in WALGA’s advocacy positions.

<b>Position Statement</b>	That a review be undertaken of the Local Government (Long Service Leave) Regulations to identify opportunities to amend and improve the Regulations to address ambiguity and readability to enable consistent interpretation and application of a key sector entitlement.
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A number of amended positions are proposed following the consultation and submission process.

## Local Government Act Review Principles

Attendees at the Facilitated Workshops, the Future of Local Government Forum and further meetings with members where the Act Review was discussed, have raised additional standards that could be added to improve and enhance WALGA’s Local Government Act Principles:

- (a) Uphold the General Competence Principle currently embodied in the Local Government Act;
- (b) Provide for a flexible, principles-based legislative framework;
- (c) Promote a size and scale compliance regime;
- (d) **Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration the Local Government’s role in creating a sustainable and resilient community through;**
  - i. **Economic Development**
  - ii. **Environmental Protection**
  - iii. **Social Advancement**
- (e) **Avoid red tape and ‘de-clutter’ the extensive regulatory regime that underpins the Local Government Act; and**
- (f) **The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.**

It is **recommended** that support for the additional Principles be **included** in WALGA’s advocacy positions.

## Transferability of Employees between State & Local Government

It is **recommended** WALGA’s advocacy for transferability of employees between State & Local Government be **withdrawn**.

## Beneficial Enterprises

It is **recommended** that support for **all** Local Governments to have the ability to establish a Beneficial Enterprises be **included** in WALGA's advocacy positions.

## Electronic and On-line Voting for Local Government Elections

It is **recommended** that WALGA support the introduction of electronic and on-line voting for Local Government elections be **included** in WALGA's advocacy positions.

All of the WALGA advocacy positions are included as an attachment to Item 5.1

### Executive Officer Comment:

No formal recommendation has been made in respect to this item as it is felt that the Zone needs to work through each issue, where WALGA is proposing a change to its advocacy position, and also determine a response where there is a difference of opinion on the survey questions which have been detailed above.

**RESOLUTION: Moved: Cr McGuinness Seconded: Cr Ball**

**That the WALGA Recommendation be amended to read:**

**That WALGA endorse and submit to the Minister for Local Government and the Department of Local Government, Sport and Cultural Industries:**

1. **The Local Government Act Review Report contained in this agenda, subject to the following amendments (highlighted in yellow) to the WALGA Position:**

Question	WALGA Position	Zone Position	Comment
"All local governments regardless of their size should have the same level of powers and responsibilities."	Supportive/Very Supportive 95%	<b>Unsupportive</b>	The Zone is of the view that some powers and responsibilities should be mandatory to all local governments, however there should be an opportunity for local governments, to be able to opt in (or opt out) of certain "optional" powers and responsibilities with such opportunity based on size and location
"Local governments should be required to have a legal practitioner certify that a local law is within power and legally enforceable."	Supportive 70%	<b>Neutral</b>	This would be supported only if the Joint Standing Committee on Delegated Legislation is not also going to review the local laws

“The process for public question time should be consistent between councils.”	Supportive/Very Supportive 80%	Unsupportive	
“People unhappy with the quality of the answer given at public question time should be able to escalate the matter to an independent person.”	Neutral/Supportive 80%	Very Unsupportive	
To what extent are you concerned about behaviour and good governance in local government?	A great deal/ a lot 60%	No comment	Question not answered as it is considered this is more related to community opinion
“Local governments should determine if they require a community engagement charter or policy and the content of that charter or policy.”	Supportive 70%	Unsupportive	

and;

2. The attached WALGA Advocacy Positions on Building Upgrade Finance, Renewable Energy Infrastructure Service Charge, State/Local Government Relations, Financial Ratios, Community Engagement, Local Government (Long Service Leave) Regulations, Local Government Act Review Principles, Transferability of Employees between State & Local Government, Beneficial Enterprises and Electronic and On-line Voting for Local Government Elections.

**CARRIED**

## 5.2 Economic Development Project (05-088-03-0001 ABM DM)

### WALGA Recommendation

That State Council endorses the:

1. Local Government Economic Development: Research Findings and Future Directions Discussion Paper; and,
2. Local Government Economic Development Framework.

### ZONE COMMENT:

Zone supports the WALGA recommendation.

### **5.3 Interim Submission to Salaries and Allowances Tribunal – Elected Member Fees and Allowances (05-034-01-0019 TL)**

#### **WALGA Recommendation**

That the interim submission to the Salaries and Allowances Tribunal relating to Elected Member Fees and Allowances be endorsed.

#### **ZONE COMMENT:**

WALGA's submission argues for an increase to the Elected Member fees and allowances payable to Elected Members in the order of three percent, with the Salaries and Allowances Tribunal to consider appropriate economic indicators and increasing training requirements in future years.

Zone supports the WALGA recommendation.

#### **Central Country Zone Meeting Comment:**

Cr Blight expressed a concern that the three percent increase being proposed in the WALGA submission to the Salaries and Allowance Tribunal did not seem adequate in light of the proposed changes to the Local Government Act that will require compulsory Universal Training. Cr Blight felt that this would require additional time to be devoted to Councillor duties and as such should be recognised in the level of fees and allowance paid to elected members. It was also noted that there had not been an increase in fees and allowances for a number of years.

**RESOLUTION:**                      **Moved: Cr Blight**                      **Seconded: Cr West**

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**That the WALGA Recommendation be amended to read:**

**That the interim submission to the Salaries and Allowances Tribunal relating to Elected Member Fees and Allowances be endorsed, subject to the submission being amended to include a request to the Salaries and Allowances Tribunal to undertake a review of the fees and allowances, following the introduction of mandatory universal training as proposed by the clause 64 of the *Local Government Legislation Amendment Bill 2019*, so as to ensure adequate recognition is given to the impact on the role of an elected member created by universal training.**

**CARRIED**

### **5.4 Review of the Administrative Road Classification Methodology - Regional Roads within Rural/Non Built Up Areas (05-001-03-0033 MM)**

#### **WALGA Recommendation**

That State Council supports the proposed Administrative Road Classification Methodology - Regional Roads within Rural/Non Built Up Areas.

#### **ZONE COMMENT:**

Zone supports the WALGA recommendation.

### **5.5 Interim Submission – Draft Position Statement: Container Deposit Scheme Infrastructure (05-036-03-0064 VJ)**

#### **WALGA Recommendation**

That the interim submission to the WA Planning Commission on Draft Position Statement: Container Deposit Scheme Infrastructure, be endorsed.

#### **ZONE COMMENT:**

According to the WALGA State Council Report the position statement aims to provide guidance on how container deposit scheme infrastructure could be considered and assessed in the Western Australian planning system.

Zone supports the WALGA recommendation.

**5.6 Interim Submission – Parliamentary Inquiry into Short-Stay Accommodation (05-036-03-0016 CH)**

**WALGA Recommendation**

That the interim submission to the Economics and Industry Standing Committee's Inquiry into Short-Stay Accommodation be endorsed.

**ZONE COMMENT:**

Zone supports the WALGA recommendation

**5.7 Interim Submission – State Planning Policy 2.4 Basic Raw Materials (05-036-03-0017 CH)**

**WALGA Recommendation**

That the interim submission to the Western Australian Planning Commission on draft State Planning Policy 2.4 Basic Raw Materials and the Draft Basic Raw Materials Guidelines be endorsed.

**ZONE COMMENT:**

Zone supports the WALGA recommendation.

**5.8 Community Policy Reform Project (05-018-02-0010 KD)**

**WALGA Recommendation**

That State Council receives the Community Policy Reform Report and endorses the establishment of a Community Technical Reference Group.

**ZONE COMMENT:**

Zone supports the WALGA recommendation.

**5.9 Submissions – Draft WA Cultural Infrastructure Strategy (05-012-03-0015 SM)**

**WALGA Recommendation**

That the Submission on the Draft WA Cultural Infrastructure Strategy be endorsed.

**ZONE COMMENT:**

Zone supports the WALGA recommendation.

**5.10 Interim Submission - Public Health Act 2016 Aquatic Facilities and Public Buildings Regulation Review (05-031-01-0001 EDR)**

**WALGA Recommendation**

That the Interim Submissions provided to the Department of Health Public Health Act 2016 Discussion Papers on Regulations for Aquatic Facilities and Public Buildings be endorsed.

**ZONE COMMENT:**

Zone supports the WALGA recommendation

**5.11 WA Foodborne Illness Reduction Strategy (05-031-01-0001 EDR)**

**WALGA Recommendation**

That the WA Foodborne Illness Reduction Strategy 2018-2021+ be endorsed.

**ZONE COMMENT:**

Zone supports the WALGA recommendation.

**RECOMMENDATION:**

That the Central Country Zone endorses all recommendations being matters contained in the WALGA State Council Agenda other than those recommendations separately considered.

**RESOLUTION:**                      **Moved: Cr Baker**                      **Seconded: Cr West**

**That the Central Country Zone endorses all recommendations being matters contained in the WALGA State Council Agenda other than those recommendations separately considered.**

**CARRIED**

**7.4 Review of WALGA State Council Agenda - Matters for Noting/Information**

- 6.1 ERA Business Licensing Inquiry – WALGA Response to Draft Report (05-049-03-0001 DM)
- 6.2 Local Government Performance Monitoring Project 2017/2018 (05-036-04-0004 VJ)
- 6.3 Review of Coastal Hazard Risk Management and Adaption Planning (CHRMAP) Guidelines (05-036-03-0065 AR)
- 6.4 Completion of the Changing Places and Community Infrastructure Grant Programs (06-072-01-0001 and 06-071-01-0001 Respectively KD)
- 6.5 Update on Building and Energy’s State Wide Cladding Audit (05-015-02-0010 VJ)
- 6.6 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)
- 6.7 Electric Scooter Shared Services (05-005-03-0010MM)
- 6.8 Systemic Sustainability Study Actions Update (05-034-02-0003 TB)
- 6.9 2018 WALGA Annual General Meeting Action updates (01-003-02-0003 TB)

**7.5 Review of WALGA State Council Agenda - Organisational Reports**

- 7.1 Key Activity Reports
  - 7.1.1 Report on Key Activities, Environment and Waste Unit (01-006-03-0017 MJB)
  - 7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB) (Attachment)
  - 7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 ID)
  - 7.1.4 Report on Key Activities, People and Places (01-006-03-0014 JB)

**7.6 Review of WALGA State Council Agenda - Policy Forum Reports**

- 7.2 Policy Forum Reports
  - 7.2.1 Mayors/Presidents Policy Forum
  - 7.2.2 Mining Community Policy Forum
  - 7.2.3 Container Deposit Legislation Policy Forum
  - 7.2.4 Economic Development Policy Forum

## **7.7 WALGA President's Report**

Presenting the WALGA President's Report for March 2019.

### **RECOMMENDATION:**

That the Central Country Zone notes, other than those recommendations separately considered, the following reports contained in the WALGA State Council Agenda:

- Matters for Noting/Information;
- Organisational Reports;
- Policy Forum Reports; and
- WALGA President's Report.

**RESOLUTION:**                      **Moved: Cr Crute**                      **Seconded: Cr Mulroney**

**That the Central Country Zone notes, other than those recommendations separately considered, the following reports contained in the WALGA State Council Agenda:**

- **Matters for Noting/Information;**
- **Organisational Reports;**
- **Policy Forum Reports; and**
- **WALGA President's Report**

**CARRIED**



## 8.0 FINANCE

### 8.1 Review of Zone Honoraria and Meeting Attendance Fee

**Reporting Officer:** Bruce Wittber, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 6 March 2019

**Attachments:** Nil

#### Background:

The Zone Executive Committee at its meeting on 6 March 2019 gave consideration to the matter and resolved to recommend to the Central Country Zone as follows:

*RESOLUTION: Moved: Cr Blight Seconded: Cr De Landgraft*

*That the Central Country Zone Executive Committee recommend to the Central Country Zone meeting on Friday 15 March 2019:*

1. *That the current Zone policy relating to the payment of meeting fees and travel, to an elected member be amended to read as follows:*

*That the Zone approve payment of meeting fees and travel, to an elected member –*

- *equal to the maximum Council meeting fee for a Band 4 Council as listed in Table 4 of the most recent Salaries and Allowances Tribunal determination dated 12 April 2016, if outside Zone area, or full day within the Zone (\$236);*
- *equal to the maximum Committee meeting fee for a Band 4 Council as listed in Table 3 of the most recent Salaries and Allowances Tribunal determination dated 12 April 2016, for a half day meeting within the Zone (\$118);*
- *return travel at 95.54 cents per km;*
- *conditions:*
  - *claims payable on receipt of a signed declaration –*
    - *to President and State Council Delegate, or as authorised by the President*
    - *to elected members specifically appointed as a representative, prior to claim*
    - *where no other payment is available to the elected member*
  - *no claims payable:*
    - *for attendance at Ordinary, Meetings of the Zone, or participation in phone conferences and video conferences except where a person has been appointed as a Zone delegate to an external Committee, in which case the delegate may claim a meeting fee equal to the maximum Committee meeting fee for a Band 4 Council as listed in Table 3 of the most recent Salaries and Allowances Tribunal determination dated 12 April 2016, for a half day meeting within the Zone (\$118), for attendance at a meeting by way of phone or video conferences;*
    - *to Council employees representing the Zone.*

2. *That the 2019/2020 honorarium be set at the following amounts:*

<i>Zone President</i>	<i>\$1,040</i>
<i>Zone State Council Delegate</i>	<i>\$520</i>
<i>Other Zone Executive Committee members</i>	<i>\$260</i>

**CARRIED**

#### Executive Officer Comment:

Recognising that at the Zone Meeting on 24 May 2019 it is proposed to submit the 2019/2020 budget for adoption it is considered prudent to determine any changes to the Zone Honoraria and Meeting Attendance Fee arrangements ahead of that meeting so that the changes (if any) can be incorporated in to the budget deliberations.

Currently the Zone uses the following policy:

*That the Zone approve payment of meeting fees and travel, to an elected member –*

- *equal to the maximum Council meeting fee for a Band 4 Council as listed in Table 4 of the Salaries and Allowances Tribunal determination dated 12 April 2016, if outside Zone area, or full day within the Zone (\$236);*
- *equal to the maximum Committee meeting fee for a Band 4 Council as listed in Table 3 of the Salaries and Allowances Tribunal determination dated 12 April 2016, for a half day meeting within the Zone (\$118);*
- *return travel at 95.54 cents per km;*
- *conditions:*
  - *claims payable on receipt of a signed declaration –*
    - *to President and State Council Delegate, or as authorised by the President*
    - *to elected members specifically appointed as a representative, prior to claim*
    - *where no other payment is available to the elected member*
    -
  - *no claims payable:*
    - *for attendance at Ordinary, Meetings of the Zone, or participation in phone conferences and video conferences except where a person has been appointed as a Zone delegate to an external Committee, in which case the delegate may claim a meeting fee equal to the maximum Committee meeting fee for a Band 4 Council as listed in Table 3 of the Salaries and Allowances Tribunal determination dated 12 April 2016, for a half day meeting within the Zone (\$118), for attendance at a meeting by way of phone or video conferences.;*
    - *to Council employees representing the Zone.*

The Salaries and Allowances Tribunal (SAT) on 10 April 2018 issued a determination that there was no increase in elected members fees and allowances for the period 1 July 2018 to 30 June 2019. A further review is currently underway with a determination most probably in early April 2019.

If SAT proposes a change in meeting fees this can be accommodated with a minor amendment to the policy that changes the determination date to the most recent determination. Amending the policy to reflect the most recent determination will avoid the need to change the policy in the future when changes in the meeting fee changes. It is likely that any change to the meeting fee will be reasonably small and able to be absorbed into current budget deliberations for 2019/2020.

On that basis the Executive Committee is recommending that the wording of the Meeting Fees and Travel Policy read as follows (note additional words are highlighted and those proposed to be deleted are highlighted and struck through):

*That the Zone approve payment of meeting fees and travel, to an elected member –*

- *equal to the maximum Council meeting fee for a Band 4 Council as listed in Table 4 of the **most recent** Salaries and Allowances Tribunal determination ~~dated 12 April 2016~~, if outside Zone area, or full day within the Zone ~~(\$236)~~;*
- *equal to the maximum Committee meeting fee for a Band 4 Council as listed in Table 3 of the **most recent** Salaries and Allowances Tribunal determination ~~dated 12 April 2016~~, for a half day meeting within the Zone ~~(\$118)~~;*
- *return travel at 95.54 cents per km;*
- *conditions:*
  - *claims payable on receipt of a signed declaration –*
    - *to President and State Council Delegate, or as authorised by the President*
    - *to elected members specifically appointed as a representative, prior to claim*
    - *where no other payment is available to the elected member*
  - *no claims payable:*
    - *for attendance at Ordinary, Meetings of the Zone, or participation in phone conferences and video conferences except where a person has been appointed as a Zone delegate to an external Committee, in which case the delegate may claim a meeting fee equal to the maximum Committee meeting fee for a Band 4 Council as listed in Table 3 of the **most recent** Salaries and Allowances Tribunal determination ~~dated 12 April 2016~~, for a half day meeting within the Zone ~~(\$118)~~, for attendance at a meeting by way of phone or video conferences.;*
    - *to Council employees representing the Zone.*

All other aspects of the policy remain as previously approved.

## RECOMMENDATION:

That the Central Country Zone adopts the following policy in relation to Zone Honoraria and Meeting Attendance Fee:

1. That the current Zone policy relating to the payment of meeting fees and travel, to an elected member be amended to read as follows:

*That the Zone approve payment of meeting fees and travel, to an elected member –*

- *equal to the maximum Council meeting fee for a Band 4 Council as listed in Table 4 of the most recent Salaries and Allowances Tribunal determination, if outside Zone area, or full day within the Zone;*
- *equal to the maximum Committee meeting fee for a Band 4 Council as listed in Table 3 of the most recent Salaries and Allowances Tribunal determination, for a half day meeting within the Zone;*
- *return travel at 95.54 cents per km;*
- *conditions:*
  - *claims payable on receipt of a signed declaration –*
    - *to President and State Council Delegate, or as authorised by the President*
    - *to elected members specifically appointed as a representative, prior to claim*
    - *where no other payment is available to the elected member*
  - *no claims payable:*
    - *for attendance at Ordinary, Meetings of the Zone, or participation in phone conferences and video conferences except where a person has been appointed as a Zone delegate to an external Committee, in which case the delegate may claim a meeting fee equal to the maximum Committee meeting fee for a Band 4 Council as listed in Table 3 of the most recent Salaries and Allowances Tribunal determination, for a half day meeting within the Zone, for attendance at a meeting by way of phone or video conferences;*
    - *to Council employees representing the Zone.*

2. That the 2019/2020 honorarium be set at the following amounts:

Zone President	\$1,040
Zone State Council Delegate	\$520
Other Zone Executive Committee members	\$260

**RESOLUTION:            Moved: Cr McGuinness            Seconded: Cr Russell**

**That the Central Country Zone adopts the following policy in relation to Zone Honoraria and Meeting Attendance Fee:**

1. That the current Zone policy relating to the payment of meeting fees and travel, to an elected member be amended to read as follows:

***That the Zone approve payment of meeting fees and travel, to an elected member –***

- ***equal to the maximum Council meeting fee for a Band 4 Council as listed in Table 4 of the most recent Salaries and Allowances Tribunal determination, if outside Zone area, or full day within the Zone;***
- ***equal to the maximum Committee meeting fee for a Band 4 Council as listed in Table 3 of the most recent Salaries and Allowances Tribunal determination, for a half day meeting within the Zone;***
- ***return travel at 95.54 cents per km;***
- ***conditions:***
  - ***claims payable on receipt of a signed declaration –***
    - ***to President and State Council Delegate, or as authorised by the President***
    - ***to elected members specifically appointed as a representative, prior to claim***
    - ***where no other payment is available to the elected member***
  - ***no claims payable:***

- *for attendance at Ordinary, Meetings of the Zone, or participation in phone conferences and video conferences except where a person has been appointed as a Zone delegate to an external Committee, in which case the delegate may claim a meeting fee equal to the maximum Committee meeting fee for a Band 4 Council as listed in Table 3 of the most recent Salaries and Allowances Tribunal determination, for a half day meeting within the Zone, for attendance at a meeting by way of phone or video conferences;*
- *to Council employees representing the Zone.*

2. That the 2019/2020 honorarium be set at the following amounts:

Zone President	\$1,040
Zone State Council Delegate	\$520
Other Zone Executive Committee members	\$260

**CARRIED**

## **9.0 ZONE REPORTS**

### **9.1 Zone President's Report**

Cr Mark Conley

### **9.2 Local Government Agricultural Freight Group**

Cr Katrina Crute

The meeting scheduled for Friday 8 February 2019 was cancelled and as a consequence there has been no meeting since the last Zone Meeting.

### **9.3 Great Southern District Emergency Management Committee (DEMC)**

President Ballard

### **9.4 Wheatbelt South Regional Road Group**

Cr Katrina Crute, Chair of Wheatbelt South Regional Road Group

There has been no meeting since the last Zone Meeting.

## 10.0 ZONE BUSINESS - MEMBER COUNCIL MATTERS

### 10.1 Matters for Noting (Attachments)

#### Draft Heritage Regulations (Attachment)

Minister for Local Government; Heritage; Culture and the Arts media release of 5 March 2019 is attached.

WALGA has been supporting the Department of Planning, Lands and Heritage in the final stages of consultation that will support the implementation of the Heritage Act 2018. This process will take submissions on an initial set of regulations to accompany the Act; develop guidelines for local heritage surveys; and seek expressions of interest for a new Heritage Council, which will be appointed once the new Act is proclaimed. Local government input to the consultation process is strongly encouraged, with submissions via the on line portal taken until 3 May 2019. Further information can be found at [www.stateheritage.wa.gov.au](http://www.stateheritage.wa.gov.au).

#### Minister for Environment - Waste Levy (Attachment)

Minister for Environment media release of 6 March 2019 is attached.

A media release outlining the decision by the State Government to not increase the Waste Levy for 2019/2020.

#### RECOMMENDATION:

That the matters listed for noting be received.

#### RESOLUTION:

Moved: Cr Blight

Seconded: Cr Ball

---

That the matters listed for noting be received, with the Executive Officer seeking some clarification from WALGA on the potential extension of the levy charge to non-metropolitan areas.

CARRIED

## 10.2 Review of *Local Government Act 1995* Central Country Zone Position (Attachment)

**Reporting Officer:** Bruce Wittber, Executive Officer  
**Disclosure of Interest:** Nil  
**Date:** 6 March 2019  
**Attachments:** Central Country Zone Local Government Act Review Working Group's Response

### Background:

At the Zone Meeting on Friday 31 August 2018 it was agreed as per the below resolution to establish a Working Group to assist the Zone with the Local Government Act Review:

**RESOLUTION:** *Moved: Cr Hunt* *Seconded: Cr Baker*

*That:*

1. *A Working Group of elected members and officers (CEOs) be formed by the Central Country Zone to review in detail proposed changes applicable to (but not limited to) those issues listed in Local Government Act Phase 2 review with recommendations and a draft submission being presented back to the Central Country Zone for its consideration at its meeting on Friday 30 November 2018; and*
2. *The Working Group be formed at the Central Country Zone meeting on Friday 31 August 2018*

*CARRIED*

The Zone further resolved in relation to the membership of the Working Group:

**RESOLUTION:** *Moved: Cr Watkins* *Seconded: Cr Kilpatrick*

*That Cr Mark Conley, Cr Phillip Blight, Cr Katrina Crute, Cr Brett McGuinness, Ms Natalie Manton, Mr Mark Hook, Cr Julie Russell, Mr Matthew Gilfellon, Cr Ian Turton and Ms Denise Gobbart be appointed to the Local Government Act Phase 2 Working Party.*

*CARRIED*

The goal of the Working Group's deliberation was to consider all the discussion papers and to then formulate a submission or Zone position that can be provided in a submission to both the DLGSC and WALGA.

The Working Group met on Tuesday 30 October 2018 and the outcome of that meeting was considered by the Zone at its meeting on Friday 30 November 2018.

The Working Group met again on Wednesday 6 February 2019.

### Executive Officer Comment:

At the meeting on Wednesday 6 February 2019 the Working Party "worked" through the Department of Local Government, Sport and Cultural Industries, Discussion Papers covering the following topics:

The final six discussion papers relate to the following topics:

- ✓ **Smart**
  - Administrative efficiencies
  - Local laws
  - Council meetings
  - Interventions
- ✓ **Inclusive**
  - Community consultation and engagement
  - Integrated Planning and Reporting
  - Complaints management
  - Elections

Details of the Working Group's response to the questions on administrative efficiencies, local laws, council meetings, interventions, community consultation and engagement, Integrated Planning and Reporting, complaints management and elections are outlined on the attached Working Group Response.

Recognising that WALGA was preparing its report to the State Council on the Local Government Act Review the outcome of the Working Group's Meeting on 6 February 2019 was provided to WALGA as a draft, subject to endorsement at this meeting.

**RECOMMENDATION:**

That the Draft Response prepared by the Local Government Act Review Working Group in respect to administrative efficiencies, local laws, council meetings, interventions, community consultation and engagement, Integrated Planning and Reporting, complaints management and elections, as attached, be endorsed and submitted to the Department of Local Government, Sport and Cultural Industries and WALGA as the Central Country Zone's position.

This matter was dealt with prior to Agenda Item 7.3 but is recorded in numeric order.

**RESOLUTION:**                      **Moved: Cr Walker**                      **Seconded: Cr Turton**

**That the Draft Response prepared by the Local Government Act Review Working Group in respect to administrative efficiencies, local laws, council meetings, interventions, community consultation and engagement, integrated planning and reporting, complaints management and elections, as attached, be endorsed and submitted to the Department of Local Government, Sport and Cultural Industries and WALGA as the Central Country Zone's position.**

**CARRIED**

The meeting returned to Agenda Item 7.3



### **10.3 Partnering Agreement for the Provision of Mutual Aid for Recovery during Emergencies – Shire of Wagin (Attachment)**

**Reporting Officer:** Peter Webster, CEO Shire of Wagin  
Bruce Wittber, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 6 March 2019

**Attachments:** Draft Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery

#### **Background**

The Shire of Wagin, following a meeting with Department of Fire and Emergencies, has suggested that local governments in the area should have a Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery (MOU).

The Shire obtained a copy of an MOU involving the Cities of Mandurah and Rockingham and the Shire of Murray a copy of which is attached to this agenda.

#### **Executive Officer Comment:**

Whilst the “example” MOU will need to be revised to suit the Central Country Zone’s needs it however forms a good basis to commence discussion by Member Councils. In addition, the Executive Officer has also been made aware of a similar MOU entered into in August 2018, by the Member Councils of the South West Country Zone.

In submitting this matter for consideration, it is not known whether Member Councils are already in an existing MOU or whether the size of the Zone may be a deterrent from entering in to such a mutual arrangement.

Recognising that some Member Councils may be unfamiliar with the concept it may be appropriate to refer the suggestion to all Member Councils for comment and further consideration at the next in-person Zone meeting on 24 May 2019.

#### **RECOMMENDATION:**

That the concept of a Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery be referred to Member Councils for comment and the matter be listed for consideration at the next in-person Zone meeting on Friday 24 May 2019.

**RESOLUTION:**                      **Moved: Cr Blight**                      **Seconded: Cr Ball**

**That the concept of a Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery be referred to Member Councils for comment and the matter be listed for consideration at the next in-person Zone meeting on Friday 30 August 2019.**

**CARRIED**

## **11.0 ZONE BUSINESS - OTHER BUSINESS/URGENT BUSINESS**

Nil

## **12.0 ZONE BUSINESS - EMERGING ISSUES**

*(The intent of the item is to enable Member Councils to bring to the attention of the delegates a matter that is developing. It is proposed that the matter will be tabled for discussion but not decision and then enable Member Councils to take the information away and consider an outcome for possible consideration at the next Zone meeting.)*

### **12.1 Induction before Nomination – Shire of Wagin**

The Shire of Wagin referred to the inclusion in clause 15 of the *Local Government Legislation Amendment Bill 2019* of the requirement for “all candidates to complete an online induction prior to nominating for election” and sought some clarification on what is meant by the induction and what process is going to be used if a person nominating has not completed the induction course.

The Executive Officer indicated that he would follow the matter up.

## **13.0 MEMBERS OF PARLIAMENT**

Nil

## **14.0 OTHER REPRESENTATIVES REPORTS**

### **14.1 Department of Local Government, Sport and Cultural Industries**

Ms Geneveve Giumelli, Senior Legislation and Strategy Officer

A copy of the March Update Report is attached to the Minutes.

### **14.2 Wheatbelt Development Commission**

Ms Pip Kirby

### **14.3 Regional Development Australia (RDA) Wheatbelt (Attachment)**

Ms Mandy Walker, Director Regional Development,

Presenting Zone Update Report March 2019

### **14.4 Main Roads WA**

Mr Craig Manton, Regional Manager, Wheatbelt Region

Ms Louise Adamson, Operations Manager, Central Wheatbelt Region

## **15.0 DATE, TIME AND PLACE OF NEXT MEETING**

Friday 3 May 2019 – Teleconference (WALGA Business only)

Friday 24 May 2019 – Shire of Beverley

## 16.0 CLOSURE

There being no further business the Chair declared the meeting closed at 12.47pm.

### DECLARATION

These minutes were confirmed by the Central Country Zone at the meeting held on 24 May 2019

Signed \_\_\_\_\_  
Person presiding at the meeting at which these minutes were confirmed



Department of  
**Local Government, Sport  
and Cultural Industries**

# **National Redress Scheme for Institutional Child Sexual Abuse**

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**Department of Local Government, Sport  
and Cultural Industries**

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Information and Discussion Paper

10 January 2019

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# 1. ENGAGEMENT WITH WA LOCAL GOVERNMENT: ROYAL COMMISSION AND REDRESS

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The State Government, specifically through the Department of Local Government, Sport and Cultural Industries (DLGSC), has previously consulted with WA Local Government and other key stakeholders on the Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission) findings and recommendations.

A summary of this consultation and progress to date is on page 7.

A key recommendation made by the Royal Commission was for survivors of institutional child sexual abuse to have access to redress.

In response to this Royal Commission recommendation, the National Redress Scheme for Institutional Child Sexual Abuse (the Scheme) has been established. The State Government commenced participation in the Scheme from 1 January 2019. Further information on the Scheme can be found Appendix A on page 15.

DLGSC and the Department of the Premier and Cabinet propose to undertake an engagement process with WA Local Governments to raise awareness regarding redress for institutional abuse survivors and to consider how survivors of abuse within the community may be acknowledged, treated and supported.

As part of this consultation, the State Government would like to:

- develop an understanding of the activities of that Local Government(s) undertake and / or facilitate which may expose children to sexual abuse (both past and present activities);
- gather knowledge of any survivors in the community and any past abuse where a Local Government may be responsible and / or liable for redress, either directly or indirectly;
- increase knowledge within the Local Government sector of the State Government's response to the Royal Commission and the Scheme more generally.

This engagement will be undertaken in two parts (as per the Table below):

1. Initially, the State Government seeks to raise awareness within the Local Government sector of survivors within the WA community and their potential for redress;
2. Secondly, the State Government seeks to understand the best mechanism for survivors within the community to obtain redress if liability resides with Local Governments, either directly or indirectly.

This second phase will also allow discussion and agreement to be reached on whether Local Government(s) will participate in the Scheme and, if so, whether participation will be with the State Government.

Phase	Activity	Description and Action	Agency	Timeline
Phase 1	Notification	State Council meeting – Noting of State Government engagement	WALGA	6 December 2018
	Information and Preliminary Discussion	Distribution of Paper 1. to WA Local Governments	DLGSC	10 January 2019
		WALGA hosted webinar	DLGSC / DPC	23 January 2019
		Contact and information support	DLGSC	ongoing
	Consultation	Metro and Country Zone meetings	WA LG's / DLGSC	February / March 2019 (TBC)
		WALGA hosted webinar	DLGSC/ DPC	March 2019 (TBC)
		Consolidation of LG feedback	DLGSC	Early April 2019
		State Council meeting – Consideration of LG feedback	WALGA	8 May 2019

Phase	Activity	Description and Action	Agency	Timeline
Phase 2	Updated Options and Participation Approach	Distribution of Paper 2. to WA Local Governments	DLGSC	Late May 2019
		Metro and Country Zone meetings	WA LG's / DLGSC	June 2019 (TBC)
		WALGA hosted webinar	DLGSC / DPC	June 2019
		Consolidation of LG feedback	DLGSC	June 2019
		State Council meeting – Endorsement of LG position	WALGA	3 July 2019
Phase 3	Finalisation	Development and Execution of Agreement(s) with WA LG's (if relevant)	WALGA / WA LG's / State Govt	Late July 2019
		Update of WA State Government Declaration (if relevant)	State Govt	August 2019

DLGSC has developed some discussion questions in Section 8 of this paper to guide further discussion and consultation to occur as outlined in the consultation table above.

Local Governments are recommended to wait until after the information webinars (late February / early March 2019) before providing formal feedback or responses to the discussion questions.

## 2. THE ROYAL COMMISSION INTO INSTITUTIONAL RESPONSES TO CHILD SEXUAL ABUSE

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The Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission) was established in January 2013, to investigate systemic failures of public and private institutions<sup>1</sup> to protect children from child sexual abuse, report abuse, and respond to child sexual abuse. The Royal Commission's Terms of Reference required it to identify what institutions should do better to protect children in the future, as well as what should be done to:

- achieve best practice in reporting and responding to reports of child sexual abuse;
- eliminate impediments in responding to sexual abuse;
- address the impact of past and future institutional child sexual abuse.

The Western Australian Government (State Government) strongly supported the work of the Royal Commission through the five years of inquiry, presenting detailed evidence and submissions and participating in public hearings, case studies and roundtables.

The Royal Commission released three reports throughout the inquiry: *Working with Children Checks (August 2015)*; *Redress and Civil Litigation (September 2015)* and *Criminal Justice (August 2017)*. The Final Report (Final Report) of the Royal Commission into Institutional Responses to Child Sexual Abuse incorporated the findings and recommendations of the previously released reports and was handed down on 15 December 2017. To access a full version of the Royal Commission's Findings and the Final Report, follow the link at <https://www.childabuseroyalcommission.gov.au/>

The Royal Commission made 409 recommendations to prevent and respond to institutional child sexual abuse through reform to policy, legislation, administration, and institutional structures. These recommendations are directed to Australian governments and institutions, and non-government institutions. One specific recommendation was directed at Local Government, while many others will directly or indirectly impact on the organisations that Local Government works with and supports within the community.

Of the 409 recommendations, 310 are applicable to the Western Australian State Government.

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<sup>1</sup> \* For clarity in this Paper, the term 'Institution' means any public or private body, agency, association, club, institution, organisation or other entity or group of entities of any kind (whether incorporated or unincorporated), however described, and:

- Includes for example, an entity or group of entities (including an entity or group of entities that no longer exist) that provides, or has at any time provided, activities, facilities, programs or services of any kind that provide the means through which adults have contact with children, including through their families
- Does not include the family.



### 3. THE WESTERN AUSTRALIAN GOVERNMENT RESPONSE TO THE ROYAL COMMISSION

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The State Government examined the 310 applicable recommendations and provided a comprehensive and considered response, taking into account the systems and protections the State Government has already implemented. The State Government has accepted or accepted in principle over 90 per cent of the 310 applicable recommendations.

The State Government's response was released on 27 June 2018 fulfilling the Royal Commission recommendation 17.1, that all governments should issue a formal response within six months of the Final Report's release, indicating whether recommendations are accepted; accepted in principle; not accepted; or will require further consideration. The WA Government's response to the Royal Commission recommendations can be accessed at:

<http://www.dpc.wa.gov.au/childabuseroyalcommission>

The State Government has committed to working on the recommendations with the Commonwealth Government, other states and territories, local government, non-government institutions (including religious institutions) and community organisations.

The State Government's overall approach to implementation of reforms is focused on:

- Stronger Prevention (including Safer Institutions and Supportive Legislation)
  - Create an environment where children's safety and wellbeing are the centre of thought, values and actions;
  - Places emphasis on genuine engagement with and valuing of children;
  - Creates conditions that reduce the likelihood of harm to children and young people.
- Reliable Responses (including Effective Reporting)
  - Creates conditions that increase the likelihood of identifying any harm;
  - Responds to any concerns, disclosures, allegations or suspicions of harm.
- Supported Survivors (including Redress).

Some of the recommendations of the Royal Commission have already been addressed through past work of the State Government, and others working in the Western Australian community to create safe environments for children. This work is acknowledged and where appropriate, will be built upon when implementing reforms and initiatives that respond to the Royal Commission's recommendations.

The information in this Paper may contain material that is confronting and distressing. If you require support, please [click on this link](#) to a list of available support services. The Royal Commission's Final Report and other publications can be accessed by [clicking on this link](#).

## 4. PREVIOUS ENGAGEMENT WITH WA LOCAL GOVERNMENT

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DLGSC has previously consulted with the WA Local Government Association (WALGA), Local Government Professionals Western Australia (LGPro) and WA Local Governments on the overall recommendations, findings and (potential) key implications of the Royal Commission.

This consultation occurred between July and September 2018 through the distribution of an Information and Discussion Paper (31 July 2018), the hosting of webinars (August 2018) and an invitation for submissions that concluded in late September 2018.

The purpose of this consultation was to raise awareness of the Royal Commission findings and recommendations and provide information on key aspects relating to WA Local Governments and the broader community, as well as discussion questions for further consideration and to prompt discussion.

Key feedback from the consultation process included:

- That the area of influence for local government is in the State-based implementation plan as developed through consulting with the sector, so the WA State Government can develop and resource accordingly.
- The principles of the recommendation are fundamentally sound in that it determines the role of local government as a capacity building function with resources, training and associated materials to be the responsibility of State Government, led by the Department of Communities in partnership with DLGSC.
- Local Governments expressed generalised support, with concerns regarding the implementation of reforms in relation to:
  - the impact to the Local Government workforce;
  - increasing levels of service expectations;
  - strategic alignment and a whole of government approach;
  - deliberative consultation and good governance moving forward;
  - data collection;
  - financial management policy and process;
  - volunteer and community groups, and
  - rural and remote communities.

The findings of this consultation have been finalised and will inform the State Government's development of key policies, reforms and program initiatives throughout 2019.

Local Governments and community organisations are encouraged to continue to promote and use existing child screening (Working with Children Checks) at <https://workingwithchildren.wa.gov.au/> and child safeguarding initiatives (Safe Clubs for Kids) at <http://www.dsr.wa.gov.au/support-and-advice/safety-and-integrity-in-sport/sportsafe/safe-clubs-4-kids>

## 5. SURVIVORS IN THE COMMUNITY

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Throughout the five years of its inquiry, the Royal Commission heard detailed evidence and submissions, and held many public and private hearings, case studies and roundtables. Most notably, the Royal Commission heard directly from survivors of historical abuse.

The Royal Commission reported that survivors came from diverse backgrounds and had many different experiences. Factors such as gender, age, education, culture, sexuality or disability had affected their vulnerability and the institutions response to abuse.

The Royal Commission, however, did not report on the specific circumstances of individuals with the details of survivors protected; the circumstances of where and within which institutions their abuse occurred is also protected and therefore unknown. Further, survivors within the WA community may have chosen to not disclose their abuse to the Royal Commission.

Accordingly, it is not known exactly how many survivors were abused within Western Australian institutions, including within Local Government contexts. Within this context of survivors in the community, who may or may not be known, consideration needs to be given to how all institutions, including Local Governments, can fulfil the Royal Commission's recommendation in relation to redress.

The Royal Commission's *Redress and Civil Litigation (September 2015)* Report recommended the establishment of a single national redress scheme to recognise the harm suffered by survivors of institutional child sexual abuse. This report also recommended that Governments around Australia remove the limitation periods that applied to civil claims based on child sexual abuse, and consequently prevented survivors – in most cases – pursuing compensation through the courts.

As a result of reforms made in response to these recommendations, WA survivors now have the following options to receive recognition of their abuse:

1. Pursuing civil court action(s) against the perpetrator and/or the responsible institution. The *Civil Liability Legislation Amendment (Child Sexual Abuse Actions) Act 2018* (WA) took effect on 1 July 2018, removing the limitation periods that previously prevented persons who had experienced historical child sexual abuse from commencing civil action.
2. Applying to the National Redress Scheme, which provides eligible applicants with a monetary payment, funds to access counselling and an apology. Note, to receive redress the responsible institution(s) will need to have joined the Scheme.

Local Governments are recommended to consider the potential implications of both options above, should a survivor pursue redress for abuse where the authority may be directly or indirectly responsible and / or liable.

## 6. NATIONAL REDRESS SCHEME FOR INSTITUTIONAL CHILD SEXUAL ABUSE

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The Royal Commission's *Redress and Civil Litigation (September 2015)* Report recommended the establishment of a single national redress scheme to recognise the harm suffered by survivors of institutional child sexual abuse.

The National Redress Scheme (the Scheme):

- Acknowledges that many children were sexually abused in Australian institutions;
- Recognises the suffering they endured because of this abuse;
- Holds institutions accountable for this abuse; and
- Helps people who have experienced institutional child sexual abuse gain access to counselling and psychological services, a direct personal response, and a redress-payment.

The National Redress Scheme involves:

- People who have experienced institutional child sexual abuse who can apply for redress;
- The National Redress Scheme team — Commonwealth Government staff who help promote the Scheme and process applications.
- Redress Support Services — free, confidential emotional support and legal and financial counselling for people thinking about or applying to the Scheme;
- Participating Institutions that have agreed to provide redress to people who experienced institutional child sexual abuse; and
- Independent Decision Makers who will consider applications and make recommendations and conduct reviews.

The National Redress Scheme formally commenced operation on 1 July 2018 and offers eligible applicants three elements of redress:

- A direct personal response from the responsible institution, if requested;
- Funds to access counselling and psychological care; and
- A monetary payment of up to \$150,000 (average payment expected to be approximately \$76,000).

Importantly, the Scheme also provides survivors with community based supports, including: application assistance; financial support services; and independent legal advice.

The Scheme is being administered by the Commonwealth Government on behalf of all participating governments, and government and non-government institutions, who contribute on a 'responsible entity pays' basis.

All State and Territory Governments and many of the major non-government institutions, including the Anglican Church, Catholic Church, Scouts, Uniting Church and YMCA, have either formally joined the Scheme or have committed to join.

Institutions that agree to join the Scheme are required to adhere to the legislative requirements set out in the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth).

More information on the Scheme can be found at Appendix A (page 15) and at [www.nationalredress.gov.au](http://www.nationalredress.gov.au).

## 7. STATE AND WA LOCAL GOVERNMENT PARTICIPATION IN THE NATIONAL REDRESS SCHEME

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The WA Parliament has passed the legislation required to allow for the Government and WA based non-government institutions to participate in the Scheme. The *National Redress Scheme for Institutional Child Sexual Abuse (Commonwealth Powers) Act 2018* (WA) took effect on 21 November 2018.

The WA Government will be participating in the Scheme from 1 January 2019.

The State Government's Redress Coordination Unit has been established within the Office of the Commissioner for Victims of Crime, Department of Justice and will:

- Act as the State Government's single point of contact with the Scheme;
- Coordinate information from State Government agencies to the Scheme; and
- Coordinate the delivery of Direct Personal Responses (DPR) to redress recipients (at their request) by responsible State Government agencies to redress recipients.

State Government agencies are currently working to ensure preparedness for the 1 January 2019 participation commencement date.

The State Government has finalised a list of the institutions that it wishes to have declared as 'participating institutions' by the Commonwealth Minister for Social Services.<sup>2</sup>

### CURRENT TREATMENT AND FUTURE PARTICIPATION OF WA LOCAL GOVERNMENTS IN THE SCHEME

Under the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth), Local Governments may be considered a State Government institution.<sup>3</sup>

There are several considerations for the State Government and Local Governments (both individually and collectively) about joining the Scheme.

The State Government must consider a range of factors relating to organisations or bodies participation in the Scheme, before their inclusion in the declaration as a State Government institution.

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<sup>2</sup> Sections 110, 111 and 115 of the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth) are particularly relevant.

<sup>3</sup> Section 111(1)(b).

These factors include the capability and capacity of the agencies or organisations to:

- Respond to requests for information from the State Government's Redress Coordination Unit within prescribed timeframes;
- Deliver direct personal responses to redress recipients that experienced abuse that the agency or body is considered responsible for; and
- Financially contribute to the redress payment made by the Scheme on behalf of the agency or body.

The State Government's declaration of participating institutions currently does not include WA Local Governments, to enable consultation to take place. The declaration can be amended, if necessary, in the future.

Once the State Government is operational in the Scheme and throughout the consultation period, the Commonwealth will be able to advise the State Government if/when the Scheme receives redress applications that name a WA Local Government as the potentially responsible institution. Available options can be considered by all parties at this time.

**It is a matter for WA Local Governments as to whether they choose to participate, either individually or collectively, in the National Redress Scheme, or not at all.**

There are several benefits of participating in the Scheme that Local Governments may wish to consider, including:

- Demonstrated commitment to addressing historical abuse by providing to survivors of child sexual abuse in Local Government institutions with the opportunity to receive redress;
- Potential mitigation of a Local Government's exposure to costly civil litigation based on child sexual abuse; and
- Ensures survivors can access therapeutic elements of redress, including a direct personal response.

It should be noted that if it was determined that WA Local Governments should be excluded from the State Government's declaration in the longer term, it would still be possible for WA Local Governments to participate either individually or collectively in the Scheme.

WA Local Governments would need to be explicitly prescribed as non-State Government institutions in the *National Redress Scheme for Institutional Child Sexual Abuse Rules 2018* (Cth) for this to occur.

If this approach is taken, Local Governments would need to consider whether and how they engage with the Scheme, as communication and support would not be able to be facilitated by the State Government's Redress Coordination Unit.

## 8. NATIONAL REDRESS SCHEME – KEY CONSIDERATIONS / DISCUSSION POINTS

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### SURVIVORS LIVING IN THE COMMUNITY

- 1) Are individual Local Governments aware of any abuse survivors in their communities, and the circumstances of where any abuse may have occurred?
- 2) Are Local Governments aware of any abuse situations that may have occurred in situations where the authority may have some responsibility (either direct or indirect)?

Circumstances may include:

- Direct - Council run child care services, aquatic and recreation facilities, youth facilities, holiday program and activity services, events
- Indirect – Council settings provided to or activities provided by another party (hiring of facilities, contracting of services)

### LOCAL GOVERNMENT AND REDRESS

- 3) What further information does Local Government need on the Scheme to facilitate consideration of participating in the Scheme?
- 4) What arrangements would need to be put in place to facilitate information sharing with either the Scheme or the State Government in response to requests for information?
- 5) Are Local Governments aware of any cases of abuse within Local Government institutions that may potentially be subject of a redress application?
- 6) What is the capacity of Local Government to cover the cost associated with any redress liability claims?
- 7) What is the capacity of Local Government to deliver direct personal responses to redress recipients?
- 8) What support would be required to assist Local Government participation in the Scheme?
- 9) What is the most appropriate risk-based approach for Local Government(s) to take in managing any potential survivor claims?



## 9. ACKNOWLEDGEMENTS

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The contents of this Information and Discussion Paper includes extracts from the following identified sources. Information has been extracted and summarised to focus on key aspects applicable to the Department of Local Government, Sport and Cultural Industries' key stakeholders and funded bodies:

- The Royal Commission into Institutional Responses to Child Sexual Abuse – Final Report.

To access a full version of the Royal Commission's Findings and the Final Report, please follow the link at <https://www.childabuseroyalcommission.gov.au/>

- Western Australian State Government response to the Royal Commission (27 June 2018).

To access a full version of the State Government's detailed response and full report, please follow the link at

[https://www.dpc.wa.gov.au/ProjectsandSpecialEvents/Royal-Commission/Pages/The-WA-Government-Response-to-Recommendations-\(June-2018\).aspx](https://www.dpc.wa.gov.au/ProjectsandSpecialEvents/Royal-Commission/Pages/The-WA-Government-Response-to-Recommendations-(June-2018).aspx)

- More information on the National Redress Scheme can be found at [www.nationalredress.gov.au](http://www.nationalredress.gov.au).
- The full National Redress Scheme - Participant and Cost Estimate (July 2015) Report at <https://www.dlgsc.wa.gov.au/resources/publications/Pages/Child-Abuse-Royal-Commission.aspx>

## 10. FOR MORE INFORMATION

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Website: [www.dlqc.wa.gov.au](http://www.dlqc.wa.gov.au)

# APPENDIX A

## FURTHER INFORMATION – NATIONAL REDRESS SCHEME

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### TIMEFRAME TO JOIN THE SCHEME

Institutions can join the Scheme within the first two years of its commencement. This means that institutions can join the Scheme up to and including 30 June 2020 (the second anniversary date of the Scheme). The Commonwealth Minister for Social Services may also provide an extension to this period to allow an institution to join the Scheme after this time. However, it is preferred that as many institutions as possible join the Scheme within the first two years to give certainty to survivors applying to the Scheme about whether the institution/s in which they experienced abuse will be participating.

If an institution has not joined the Scheme, they are not a participating institution. However, this will not prevent a person from applying for redress. In this circumstance, a person's application cannot be assessed until the relevant institution/s has joined the Scheme. The Scheme will contact the person to inform them of their options to either withdraw or hold their application. The Scheme will also contact the responsible institution/s to provide information to aid the institution/s to consider joining the Scheme.

### THE SCHEME'S STANDARD OF PROOF

The Royal Commission recommended that 'reasonable likelihood' should be the standard of proof for determining eligibility for redress. For the purposes of the Scheme, 'reasonable likelihood' means the chance of the person being eligible is real and is not fanciful or remote and is more than merely plausible.

When considering a redress application, the Scheme Operator must consider whether it is reasonably likely that a person experienced sexual abuse as a child, and that a participating institution is responsible for an alleged abuser/s having contact with them as a child. In considering whether there was reasonable likelihood, all the information available must be taken into account.

Where a participating institution does not hold a record (i.e. historical information), the Scheme Operator will not be precluded from determining a person's entitlement to redress. The information to be considered by the Scheme Operator includes:

- The information contained in the application form (or any supplementary information provided by a person by way of statutory declaration);
- Any documentation a person provided in support of their application;
- The information provided by the relevant participating institution/s in response to a Request for Information from the Operator, including any supporting documentation provided; and

- Any other information available including from Scheme holdings (for example where the Scheme has built up a picture of relevant information about the same institution during the relevant period, or the same abuser).

It should be noted that the 'reasonable likelihood' standard of proof applied by the Scheme is of a lower threshold (or a lower standard of proof) than the common law standard of proof applied in civil litigation – the 'balance of probabilities'. Please see 11.7 of the Royal Commission's *Redress and Civil Litigation Report (2015)* for additional information on the difference between the two.

## MAXIMUM PAYMENT AND SHARED RESPONSIBILITY

The amount of redress payment a person can receive depends on a person's individual circumstances, specifically the type of abuse the person experienced.

A person may only make one application for redress. The maximum redress payment payable under the scheme to an applicant is \$150,000 in total.

The payment of redress is made by the institution(s) found responsible for exposing the individual to the circumstances that led to the abuse.

There may be instances where one or more institutions are found to be jointly responsible for the redress payment to a person, and instances where a person may have experienced abuse in one or more different institutions. In such situations, the redress payable by an institution will be apportioned in accordance with the Scheme's assessment framework - see <https://www.legislation.gov.au/Details/F2018L00969> and method statement - see <http://guides.dss.gov.au/national-redress-guide/4/1/1>

Prior payments made by the responsible institution for the abuse to the applicant (e.g. ex-gratia payments) will be taken into account and deducted from the institutions' redress responsibility.

# ROYAL COMMISSION INTO INSTITUTIONAL RESPONSES TO CHILD SEXUAL ABUSE

Redress and Civil Litigation  
March 2019



*'what institutions and governments should do to address, or alleviate the impact of, past and future child sexual abuse and related matters in institutional contexts, including, in particular, in ensuring justice for victims through the provision of redress by institutions, processes for referral for investigation and prosecution and support services. (Royal Commission – Sept 2015)*

# Topics

- Purpose
- Background and Overview – Royal Commission and Redress
- WA Government Response
- Current Situation and Update – Redress
  - National Redress Scheme
  - Western Australia
  - Local Government
- Survivors in the Community
- Local Government Scenarios
- Things for Local Government to consider
- Next Steps - Redress
- Current Situation and Update – Royal Commission
- Next Steps – Royal Commission
- Further information / contacts



# RC – Background and Overview

The Royal Commission established in 2013 to investigate failures of public and private institutions to protect children from sexual abuse.

The Royal Commission released three reports throughout the inquiry:

- Working with Children Checks (August 2015);
- Redress and Civil Litigation (September 2015); and
- Criminal Justice (August 2017).

The Royal Commission Final Report was released on 15 December 2017 and contained a total of 409 main and sub-recommendations:

- 310 recommendations applicable to the WA Government
- 99 recommendations outside the jurisdiction of the WA Government

Main recommendations:

- Local Government - With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out a range of functions;
- Community groups including sport, recreation, exercise groups, dance, martial arts, cadets / other defence force activity for children, outdoor adventure groups, Scouts / Girl Guides, hobby groups, arts and crafts groups, cultural and musical pursuits, tuition groups implement the child safe standards;
- Other recommendations:
  - Legal responsibilities and Redress
  - Improving responses to and reporting child sexual abuse
  - Recordkeeping and information sharing
  - Working with Children Checks
  - Mandatory Reporting and Prescribed Bodies



# Redress – Background and Overview

- The Royal Commission's *Redress and Civil Litigation (September 2015)* Report recommended the establishment of a single national redress scheme to recognise the harm suffered by survivors of institutional child sexual abuse.
- The National Redress Scheme (the Scheme):
  - Acknowledges that children were sexually abused;
  - Recognises the suffering people endured;
  - Holds institutions accountable for; and
  - Helps people who have been abused, access counselling and psychological services, an apology and a redress-payment.
- The National Redress Scheme formally commenced operation on 1 July 2018 and offers eligible applicants three elements of redress:
  - A direct personal response from the responsible institution, if requested;
  - Funds to access counselling and psychological care; and
  - A monetary payment of up to \$150,000 (average payment expected to be approximately \$76,000).
- Scheme also provides survivors with community based supports, including:
  - Application assistance;
  - Financial support services; and
  - Independent legal advice.
- Scheme run by the Commonwealth Government on behalf of all participating govts, and govt and NGO's on a 'responsible entity pays' basis.
- All State and Territory Govts and many major NGO's have joined the Scheme or have committed to join. South Australia joining 1 February 2019
- To join the Scheme organisations must adhere to the requirements of the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018 (Cth)*.



# WA Government Response

## The State Government's

- Public response was released on 27 June 2018 fulfilling the Royal Commission recommendation 17.1
- Has accepted or accepted in principle 305 of the 310 applicable recommendations (98%)
- Has committed to working on the recommendations with the Commonwealth Government, other states and territories, local government, non-government institutions (including religious institutions) and community organisations
- Published its first annual report (19 December 2018) on progress implementing the 310 Royal Commission recommendations that are applicable

The State Government's overall approach to implementation of reforms is focused on:

- **STRONGER PREVENTION** (including Safer Institutions and Supportive Legislation)
  - Create an environment where children's safety and wellbeing are the centre of thought, values and actions;
  - Places emphasis on genuine engagement with and valuing of children;
  - Creates conditions that reduce the likelihood of harm to children and young people.
- **RELIABLE RESPONSES** (including Effective Reporting)
  - Creates conditions that increase the likelihood of identifying any harm;
  - Responds to any concerns, disclosures, allegations or suspicions of harm.
- **SUPPORTED SURVIVORS (INCLUDING REDRESS).**





# Survivors in the Community

- The RC heard detailed evidence and submissions, and held many public and private hearings, case studies and roundtables. Most notably, the Royal Commission heard directly from survivors of historical abuse.
- Survivors came from diverse backgrounds and had many different experiences.
- Specific circumstances of survivors and their details have been protected.
- Not known exactly how many survivors were abused within Western Australian institutions, including within Local Government contexts.
- WA survivors now have the following options to receive recognition of their abuse:
  - Pursuing civil court action(s) against the perpetrator and/or the responsible institution.
  - Applying to the National Redress Scheme, which provides eligible applicants with a monetary payment, funds to access counselling and an apology (Direct Personal Response).
- Local Governments to consider the potential implications of both options above, should a survivor pursue redress for abuse where the authority may be directly or indirectly responsible and / or liable.



# Current Situation – Redress

- National Redress Scheme commenced on 1 July 2018.
- The WA Parliament passed the legislation for the Government and WA based non-government institutions to participate in the National Redress Scheme on 21 November 2018.
- The WA Government commenced participating in the Scheme from 1 January 2019.
- The State Government's Redress Coordination Unit has been established within the Office of the Commissioner for Victims of Crime, Department of Justice
- Currently no application naming a WA local government received.
- Under the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018 (Cth)*, Local Governments may be considered a State Government institution.
- There are several considerations for the State Government and Local Governments (both individually and collectively) about joining the Scheme and / or whether LG's are included the declaration as a State Government institution.
- The State Government's declaration of participating institutions currently does not include WA Local Governments, to enable consultation to take place. The declaration can be amended, if necessary, in the future.
- **WA Local Governments to consider whether they want to participate, either individually or collectively, in the National Redress Scheme, or not at all.**



# Scenario 1 – NRS Now

## Assumption

WA local government (either collectively or individually) not joined the National Redress Scheme

## Scenario

Tomorrow an application is lodged with the NRS that names a WA Local Govt.

## Process

Commonwealth will be advise the State Government if/when the Scheme receives redress applications that names a WA Local Government as the potentially responsible institution.

Available options can be considered by all parties at this time.



# Scenario 2 – Provision of Information

## Assumption

WA Local Government participating in the NRS either individually or with the State Government.

## Scenario

Redress application is lodged, Local Government provided with a Request for Information (RFI) from Scheme Operator

What types of information is requested and / or provided ?

## Process

Local Government will (confidentially) advise their Council and provide requested information



# Scenario 3 – Legal Services

## Assumption

Local Government participating in the NRS either individually or with State Govt.

## Scenario

Redress application is lodged, Local Government provided with a RFI.

What types of legal services or advice is required ?

## Process

NRS designed for the applicant and the responsible organisation to not require legal representation or advice



# Scenario 4 – Redress to be paid

## Assumption

Local Government participating in the NRS either individually or with State Govt.

## Scenario

A redress application is made and assessed, redress is offered and accepted by a survivor.

## Process

- Local Government will (confidentially) advise their Council and provide requested information
- Local Government make provision for payment (section 6.8 – LG Act)  
Expenditure from Municipal fund not included in budget



# Scenario 5 – Direct Personal Response

## Assumption

WA Local Government participating in the NRS either individually or with the State Government.

## Scenario

A redress application is made and assessed, redress is offered and accepted by a survivor.

## Process

Provision to be made for a Direct Personal Response to the survivor if requested



# Local Govt Considerations

## **SURVIVORS LIVING IN THE COMMUNITY**

- Are individual Local Governments aware of any abuse survivors in their communities, and the circumstances of where any abuse may have occurred?
- Are Local Governments aware of any abuse situations that may have occurred in situations where the authority may have some responsibility (either direct or indirect)?
- Circumstances may include:
  - Direct - Council run child care services, aquatic and recreation facilities, youth facilities, holiday program and activity services, events
  - Indirect – Council settings provided to or activities provided by another party (hiring of facilities, contracting of services)

## **LOCAL GOVERNMENT AND REDRESS**

- What further information does Local Government need on the Scheme to facilitate consideration of participating in the Scheme?
- What arrangements would need to be put in place to facilitate information sharing with either the Scheme or the State Government in response to requests for information?
- Are Local Governments aware of any cases of abuse within Local Government institutions that may potentially be subject of a redress application?
- What is the capacity of Local Government to cover the cost associated with any redress liability claims?
- What is the capacity of Local Government to deliver direct personal responses to redress recipients?
- What support would be required to assist Local Government participation in the Scheme?
- What is the most appropriate risk-based approach for Local Government(s) to take in managing any potential survivor claims?





# Next Steps - Redress



Engagement with WA Local Governments to:

- raise awareness regarding redress for institutional abuse survivors
- to consider how survivors of abuse within the community may be acknowledged, treated and supported.

Engagement will be undertaken in two parts:

1. March 2019 - Initially, the State Government seeks to raise awareness within the Local Government sector of survivors within the WA community and their potential for redress;
2. April / May 2019 - Secondly, the State Government seeks to understand the best mechanism for survivors within the community to obtain redress if liability resides with Local Governments, either directly or indirectly.

# Current Situation – Royal Commission

- State Govt through DLGSC consulted with WALGA, LGPro and WA Local Governments (July and September 2018) on the overall recommendations, findings and (potential) key implications of the Royal Commission.
- Key feedback from the consultation process included:
  - WA State Government to be the lead, with LG assisting through existing community touch-points;
  - Principles of the recommendation fundamentally sound in that local government has a capacity building function;
  - Resources, training and associated materials to be the responsibility of State Government, led by the Department of Communities in partnership with DLGSC.
- Local Governments expressed generalised support, with concerns regarding the implementation of reforms.
- National Office for Child Safety established
- National Principles for Child Safe Organisations adopted by COAG (Feb 2019)
- Child safeguarding resources being launched
- National > State > legislation, strategies, policies and responsibilities being developed
- Tools for community organisations to self-assess their child safeguarding practices and improve



# Next Steps – Royal Commission



(Beginning) of Acceptance of Responsibility and Change:

- Child safeguarding is a fundamental change in society's behaviour – gradual changes in the way things are done, over a long period of time;
- All levels – National > State > community to begin to understand and accept that responsibilities and accountabilities will be different in the future.

(Begin) to consider Child Safeguarding:

- Organisation to consider / review current child safeguarding approaches and practice;
- Identify and commence efforts to improve child safeguarding approaches and practice.

Further information on the WA Government's response to the Royal Commission recommendations can be accessed at:

<http://www.dpc.wa.gov.au/childabuseroyalcommission>

More information on the National Redress Scheme can be found at:

[www.nationalredress.gov.au](http://www.nationalredress.gov.au).

For queries:

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Director Strategic Coordination and Delivery

Department of Local Government, Sport and Cultural Industries

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*'what institutions and governments should do to address, or alleviate the impact of, past and future child sexual abuse and related matters in institutional contexts, including, in particular, in ensuring justice for victims through the provision of redress by institutions, processes for referral for investigation and prosecution and support services.*

# **RoeROC**

*Roe Regional Organisation of Councils  
Corrigin – Kondinin – Kulin - Narembeen*

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## **COUNCIL MINUTES**

**Shire of Kulin  
Council Chambers  
Thursday 21 March 2019**

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## 1. Opening and Announcements

RoeROC Chair, Shire of Kulin President, Barry West, opened the meeting at 12.55pm

## 2. Record of Attendance

Cr Barry West	President & Chair, Shire of Kulin
Cr Rodney Duckworth	Shire of Kulin
Garrick Yandle	CEO, Shire of Kulin
Cr Lynette Baker	President, Shire of Corrigin
Cr Des Hickey	Shire of Kulin
Cr Sue Meeking	President, Shire of Kondinin
Mia Dohnt	CEO, Shire of Kondinin
Cr Rhonda Cole	President Shire of Narembeen
Chris Jackson	CEO, Shire of Narembeen
Will Pearce	Roe Health EHO
Lauren Pittman	Roe Health EHO

## 3. Apologies

Natalie Manton	CEO, Shire of Corrigin
Nicole Thompson	Executive Support Officer (Minutes)

## 4. Guests

Nil

## 5. Minutes of Meetings – RoeROC Council Meeting 1 November 2018

### Comment

Approval required by Council for the minutes of the RoeROC meeting held on held 1 November 2018.

### **RESOLUTION 01/0319**

*That the Minutes of the RoeROC Meeting held 1 November 2018 be confirmed as a true and correct record.*

**Moved Cr Lyn Baker**

**Seconded Cr Rhonda Cole**

**Carried**

## Business Arising from the Minutes

Chris Jackson asked if any feedback has been received regarding Rural Health Wests' presentation at the last meeting.

Lyn Baker:-

- Doctors in Corrigin
- Regional Trainee Scheme – 20 in total from both Curtin and Notre Dame, hopefully UWA in 2020 – seeking additional host farms and families

## RESOLUTION 02/0319

*That Rural Health West be invited to attend RoeROC meetings on a semi-regular basis possibly once or twice per year. Shire of Lake Grace also be invited to attend when Rural Health West are in attendance.*

**Moved Chris Jackson**

**Seconded Mia Dohnt**

**Carried**

Who has the signed Regional Health Scheme MOU?

- Original signed copy seems to be misplaced.
- Lake Grace has a copy with their signatures.
- Will Pearce to collect from Lake Grace and take to each Shire accordingly for signing.
- Original to be returned to Kulin.

## 6. Presentations

### Will Pearce

#### Bendering Landfill

- New trench Avon Waste
- Fenced
- New rainwater tank
- Sand around tank
- Barry West – gravel to stop sand blowing
- Chris Jackson – signage on Narembeen-Kondinin Road at location of site for contractors
- How many contractors?
  - Avon Waste
  - Western Areas – contract, to be followed up by Corrigin and Kondinin to see if contract is in place, as regular income is noted in the financials.
  - Asbestos contractor
- Lyn Baker – Shire of Kulin has recently dumped material
- Barry West – asbestos paid accordingly.

## 7. Matters for Decision

### 7.1 Finances – presented by Shire of Corrigin

#### RESOLUTION 03/0319

*The RoeROC Financial Statements prepared by the Shire of Corrigin as at the 12 March 2019 indicating;*

<i>Bendering Refuse Site balance</i>	<i>\$ -2,940.33</i>
<i>Environmental Health Service Scheme YTD expenditure</i>	<i>\$129,612.82</i>

*be received.*

**Moved Cr Rhonda Cole**

**Seconded Cr Sue Meeking**

**Carried**

### 7.2 Rainwater Tank Installation Bendering Landfill

Covered by Will Pearce in Presentations.



## **8. Other Matters**

### **8.1 2019 Meeting Dates**

#### ***Agreed next meeting to be held Thursday 20 June 2019 in Kulin***

##### Street Sweeper

Mia Dohnt suggested the group consider purchasing a street sweeper to share amongst Councils. Kulin does have its own tractor mounted and others currently use contractors. Potentially new one that could also be used for footpaths as well as streets. Garrick Yandle (KU) and Mark Burgess (KN) to investigate prices.

##### Rural Health West

Lyn Baker attended the last Rural Health West meeting. The Rural Health Commissioner (National) is trying to develop a rural GP pathway.

##### WALGA Zone Meeting

Rhonda Cole raised the issue of extended power outages affecting Telstra, require battery back-up extended periods. Boyd Brown spoke to meeting – alternative option is small diesel gen-set.

Mia Dohnt Auditor General charges have increased from \$12,000 to \$30,000

##### Emergency Recovery Coordinator

Business continuity plan

Sharing resources / approach plans – CEO's to meet & discuss

CESM – seek information from Lake Grace who currently share one with Pingrup.

##### RoeROC Dinner

Please provide indicative numbers to Shire of Kulin who will be hosting this year.

##### Wheatbelt Secondary Freight Route Funding Announcement

Garrick Yandle will be attending 27 March 2019 at Bindoon.

Confirmed to be \$70M.

Barry West noted the importance of this as a regional project and thanked members of the WSFR Working Group in Lyn Baker and Garrick Yandle for their contribution in progressing the project to funding stage.

##### CEOs Meeting

RoeROC CEOs to meet late April / early May.

## **9. Closure**

There being no further business, the meeting was declared closed at 2.05pm.

**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FOR THE MONTH OF MARCH 2019**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
63	06/03/2019	MIKAYLA DAYMAN	PAYMENT OF 2018 STEVENSON SCHOLARSHIP	\$ 512.93	ES TRUST
64	07/03/2019	MIKAYLA DAYMAN	PAYMENT OF 2018 STEVENSON SCHOLARSHIP	\$ 365.85	ES TRUST
20391	07/03/2019	SYNERGY	ELECTRICITY CHARGES	\$ 3,795.45	MUNI
20392	07/03/2019	WATER CORPORATION OF WA	WATER CHARGES	\$ 103.36	MUNI
20393	14/03/2019	SHIRE OF CORRIGIN	PAYROLL DEDUCTIONS	\$ 184.00	MUNI
20394	25/03/2019	SYNERGY	ELECTRICITY CHARGES	\$ 14,485.85	MUNI
20395	25/03/2019	WATER CORPORATION OF WA	WATER CHARGES	\$ 15,387.15	MUNI
20396	28/03/2019	SHIRE OF CORRIGIN	PAYROLL DEDUCTIONS	\$ 177.00	MUNI
EFT13597	07/03/2019	ALLENS TRAFFIC MANAGEMENT	TRAFFIC MANAGEMENT PLAN - DRY WELL ROAD	\$ 495.00	MUNI
EFT13598	07/03/2019	BROWNLEY'S PLUMBING & GAS	PLUMBING SERVICES	\$ 1,884.85	MUNI
EFT13599	07/03/2019	BULLARING CONTRACTORS	WANDRRA - REHABILITATION OF GRAVEL PITS	\$ 54,235.50	MUNI
EFT13600	07/03/2019	BUNNINGS GROUP LIMITED	HARDWARE SUPPLIES	\$ 237.91	MUNI
EFT13601	07/03/2019	DEPT OF FIRE & EMERGENCY SERVICES	2018 / 2019 ESL - THIRD QUARTER CONTRIBUTION	\$ 20,770.84	MUNI
EFT13602	07/03/2019	DOLLY CATHERINE OSPINA GODOY	STAFF REIMBURSEMENT	\$ 436.35	MUNI
EFT13603	07/03/2019	FIRST HEALTH SERVICES	CORRIGIN MEDICAL CENTRE SERVICE FEE FOR MARCH 2019	\$ 10,709.53	MUNI
EFT13604	07/03/2019	KATEMS SUPERMARKET	REFRESHMENTS AND CATERING SUPPLIES	\$ 77.47	MUNI
EFT13605	07/03/2019	LANDGATE	RURAL UV'S CHARGEABLE	\$ 92.20	MUNI
EFT13606	07/03/2019	PERFECT COMPUTER SOLUTIONS PTY LTD	MONTHLY MONITORING FEE FOR FEBRUARY 2019	\$ 85.00	MUNI
EFT13607	07/03/2019	RED DUST HOLDINGS	WANDRRA WORKS FOR THE MONTH OF DECEMBER 2018	\$ 211,005.30	MUNI
EFT13608	07/03/2019	SHIRE OF CORRIGIN - LICENSING	PLATE CHANGE FEE FOR TOYOTA UTILITY CR168	\$ 26.85	MUNI
EFT13609	07/03/2019	ST JOHN AMBULANCE WA LTD	FIRST AID CABINET	\$ 220.00	MUNI
EFT13610	07/03/2019	STIRLING FREIGHT EXPRESS	FREIGHT CHARGES	\$ 1,189.87	MUNI
EFT13611	07/03/2019	TANYA LUDLOW	STAFF REIMBURSEMENT	\$ 200.00	MUNI
EFT13613	15/03/2019	ABCO PRODUCTS PTY LTD	CLEANING PRODUCTS FOR CREC	\$ 338.23	MUNI
EFT13614	15/03/2019	AVON WASTE	4 WEEKS RUBBISH COLLECTION - FEBRUARY 2019	\$ 17,097.68	MUNI
EFT13615	15/03/2019	BOC LIMITED	CONTAINER SERVICE - DAILY TRACKING FEE	\$ 11.01	MUNI
EFT13616	15/03/2019	CARRAMAR RESOURCE INDUSTRIES	41.5 TONNES OF CONCRETE SAND	\$ 1,430.00	MUNI
EFT13617	15/03/2019	CHADWEN HOLDINGS TRUST	POSTAGE CHARGES FOR FEBRUARY 2019	\$ 150.60	MUNI
EFT13618	15/03/2019	CHRISTINE HILL FOOD	CATERING FOR THANK A VOLUNTEER EVENT	\$ 700.00	MUNI
EFT13619	15/03/2019	CORRIGIN HARDWARE	HARDWARE SUPPLIES	\$ 1,274.10	MUNI
EFT13620	15/03/2019	CORRIGIN HOTEL	REFRESHMENTS AND CATERING SUPPLIES	\$ 150.00	MUNI

**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FOR THE MONTH OF MARCH 2019**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>BANK</b>
EFT13621	15/03/2019	CORRIGIN OFFICE SUPPLIES	STATIONERY SUPPLIES	\$ 18.95	MUNI
EFT13622	15/03/2019	GREAT SOUTHERN FUEL SUPPLIES	FUEL SUPPLIES FOR THE MONTH OF FEBRUARY 2019	\$ 1,508.45	MUNI
EFT13623	15/03/2019	HANSON CONSTRUCTION MATERIALS PTY LTD	91.75 TONNES OF GRADED AGGREGATE	\$ 5,983.18	MUNI
EFT13624	15/03/2019	MCMILES INDUSTRIES PTY LTD	REPAIRS TO TRASH PUMP	\$ 1,390.65	MUNI
EFT13625	15/03/2019	NEU-TECH AUTO ELECTRICS	REMOVE ROTATING BEACON & TWO-WAY FROM UTE	\$ 99.00	MUNI
EFT13626	15/03/2019	PIPPA DAVEY	STAFF REIMBURSEMENT	\$ 51.00	MUNI
EFT13627	15/03/2019	RED DUST HOLDINGS	WANDRRA WORKS FOR THE MONTH OF JANUARY 2019	\$ 174,000.20	MUNI
EFT13628	15/03/2019	ROYAL LIFE SAVING SOCIETY WA	CODE OF PRACTICE SAFETY ASSESSMENT SERVICE	\$ 671.00	MUNI
EFT13629	15/03/2019	THE WORKWEAR GROUP PTY LTD	STAFF UNIFORMS	\$ 215.90	MUNI
EFT13630	15/03/2019	WESTERN ENGINEERING CORRIGIN	REPAIR PULL STARTERS ON PLANT ITEMS	\$ 155.00	MUNI
EFT13631	15/03/2019	WESTERN HYDRAULICS CORRIGIN	REPAIR OIL LEAK IN LOADER	\$ 200.00	MUNI
EFT13632	15/03/2019	WESTERN MECHANICAL CORRIGIN	SERVICE AND REPAIRS TO GRADERS AND PRIME MOVER	\$ 12,299.15	MUNI
EFT13633	15/03/2019	WESTERN TYRES CORRIGIN	REPAIR TYRES ON PRIME MOVER AND SIDE TIPPER TRAILER	\$ 140.00	MUNI
EFT13637	25/03/2019	ABCO PRODUCTS PTY LTD	CLEANING PRODUCTS FOR CREC	\$ 30.47	MUNI
EFT13638	25/03/2019	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT FOR THE MONTH OF FEBRUARY 2019	\$ 31,582.00	MUNI
EFT13639	25/03/2019	AVON VALLEY TOYOTA	NEW TOYOTA HILUX LESS TRADE IN PLUS REGISTRATION FEES	\$ 14,891.45	MUNI
EFT13640	25/03/2019	AVON WASTE	HOOK BIN HIRE AT TRANSFER STATION NOV 2018 - FEB 2019	\$ 3,401.00	MUNI
EFT13641	25/03/2019	BUNNINGS GROUP LIMITED	HARDWARE SUPPLIES	\$ 158.17	MUNI
EFT13642	25/03/2019	CHRISTINE HILL FOOD	PICNIC LUNCHES FOR VISITING MEDICAL STUDENTS	\$ 350.00	MUNI
EFT13643	25/03/2019	CORRIGIN OFFICE SUPPLIES	STATIONERY SUPPLIES	\$ 40.10	MUNI
EFT13644	25/03/2019	CORRIGIN ROADHOUSE	CATERING FOR DECEMBER 2018 TO MARCH 2019	\$ 2,097.00	MUNI
EFT13645	25/03/2019	CORRIGIN TYREPOWER	REPAIR TYRE ON SIDE TIPPER TRAILER	\$ 87.00	MUNI
EFT13646	25/03/2019	COURIER AUSTRALIA	FREIGHT CHARGES	\$ 10.73	MUNI
EFT13647	25/03/2019	DOLLY CATHERINE OSPINA GODOY	STAFF REIMBURSEMENT	\$ 868.68	MUNI
EFT13648	25/03/2019	EAGLE PRINTING CO	PRINTING SERVICES	\$ 223.00	MUNI
EFT13649	25/03/2019	ELDERS RURAL SERVICES AUSTRALIA LIMITED	17.5 TONNES OF GP CEMENT	\$ 7,686.25	MUNI
EFT13650	25/03/2019	EXURBAN PTY LTD	TOWN PLANNING CONSULTANCY SERVICES FEBRUARY 2019	\$ 532.48	MUNI
EFT13651	25/03/2019	GREAT SOUTHERN FUEL SUPPLIES	13,000 LITRES OF DIESEL FUEL	\$ 16,865.42	MUNI
EFT13652	25/03/2019	HENRY SCHEIN HALAS	REPAIRS TO NURSE SYRINGE AT CORRIGIN DENTAL SURGERY	\$ 349.62	MUNI
EFT13653	25/03/2019	IKES HOME IMPROVEMENT & GLASS CENTRE	WINDOW LOCK FOR SHIRE RESIDENCE	\$ 59.79	MUNI
EFT13654	25/03/2019	JASON SIGNMAKERS	NO LEFT TURN SIGNS, NO RIGHT TURN SIGNS	\$ 171.60	MUNI

**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FOR THE MONTH OF MARCH 2019**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>BANK</b>
EFT13655	25/03/2019	MALLEE TREE CAFE & GALLERY	REFRESHMENTS AND CATERING	\$ 718.00	MUNI
EFT13656	25/03/2019	MARKETFORCE	ADVERTISING - PUBLIC NOTICES	\$ 220.77	MUNI
EFT13657	25/03/2019	MCPEST PEST CONTROL	TREATMENT FOR DENTAL SURGERY	\$ 220.00	MUNI
EFT13658	25/03/2019	NEU-TECH AUTO ELECTRICS	SERVICE AND REPAIRS TO MOWER AND UTES	\$ 1,597.31	MUNI
EFT13659	25/03/2019	PHILSSOUNDS	ASSESSMENT OF TOWN HALL PA SYSTEM	\$ 150.00	MUNI
EFT13660	25/03/2019	PIPPA DAVEY	STAFF REIMBURSEMENT	\$ 35.00	MUNI
EFT13661	25/03/2019	RE GEORGE	PLANT HIRE	\$ 1,980.00	MUNI
EFT13662	25/03/2019	ROYAL LIFE SAVING SOCIETY WA	CPR POSTERS FOR SWIMMING POOL	\$ 154.00	MUNI
EFT13663	25/03/2019	SEEK LIMITED	ADVERTISING - RECRUITMENT	\$ 759.00	MUNI
EFT13664	25/03/2019	SHIRE OF CORRIGIN - LICENSING	PLATE REMAKE FEE CR168	\$ 51.20	MUNI
EFT13665	25/03/2019	WA LOCAL GOVERNMENT ASSOCIATION	ELECTED MEMBER TRAINING	\$ 515.00	MUNI
EFT13666	25/03/2019	WESTERN ENGINEERING CORRIGIN	REPAIR RUBBISH TRAILER	\$ 260.00	MUNI
EFT13667	25/03/2019	WESTERN HYDRAULICS CORRIGIN	REPLACE O-RING ON LOADER	\$ 280.00	MUNI
EFT13668	25/03/2019	WESTERN MECHANICAL CORRIGIN	SERVICE AND REPAIRS TO PRIME MOVER AND SMALL TRUCK	\$ 1,369.00	MUNI
EFT13669	28/03/2019	AUSTRALIAN WORKERS' UNION	PAYROLL DEDUCTIONS	\$ 48.00	MUNI
EFT13670	28/03/2019	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	\$ 82.00	MUNI
EFT13671	28/03/2019	SHIRE OF CORRIGIN OUTSIDE STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 100.00	MUNI
3390	25/03/2019	BABAKIN-CORRIGIN CRICKET CLUB	BOND REFUND	\$ 650.00	TRUST
EFT13612	15/03/2019	BUILDING COMMISSION	BUILDING SERVICES LEVIES FOR FEBRUARY 2019	\$ 205.57	TRUST
EFT13634	25/03/2019	CO-OPERATIVE BULK HANDLING LIMITED	DESTINATION FREIGHT FEE	\$ 1,519.00	TRUST
EFT13635	25/03/2019	PUBLIC TRANSPORT AUTHORITY	TRANSWA TICKETING SALES FOR FEBRUARY 2019	\$ 97.86	TRUST
EFT13636	25/03/2019	SHIRE OF CORRIGIN - MUNICIPAL	TRANSWA TICKETING COMMISSION FOR FEBRUARY 2019	\$ 20.79	TRUST
DD10295.1	01/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 34,912.55	LIC
DD10297.1	05/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 17,494.90	LIC
DD10310.1	06/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 2,438.80	LIC
DD10312.1	07/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 8,464.15	LIC
DD10314.1	08/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 198.35	LIC
DD10316.1	11/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 1,112.10	LIC
DD10318.1	12/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 4,857.65	LIC
DD10320.1	13/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 1,222.20	LIC
DD10341.1	14/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 1,040.90	LIC

**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FOR THE MONTH OF MARCH 2019**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>BANK</b>
DD10346.1	15/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 997.40	LIC
DD10348.1	18/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 937.20	LIC
DD10350.1	19/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 4,996.85	LIC
DD10369.1	20/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 11,108.75	LIC
DD10371.1	21/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 2,329.45	LIC
DD10373.1	22/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 1,988.45	LIC
DD10375.1	25/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 1,369.30	LIC
DD10382.1	25/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 2,681.70	LIC
DD10377.1	26/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 877.70	LIC
DD10384.1	28/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 849.10	LIC
DD10386.1	29/03/2019	DEPARTMENT OF TRANSPORT - P/L	DOT DIRECT DEBIT	\$ 2,636.80	LIC
DD10353.1	01/03/2019	WESTNET PTY LTD	INTERNET CHARGES	\$ 45.31	MUNI
DD10354.1	01/03/2019	WESTNET PTY LTD	INTERNET CHARGES	\$ 219.95	MUNI
DD10355.1	01/03/2019	WESTNET PTY LTD	INTERNET CHARGES	\$ 59.95	MUNI
DD10356.1	01/03/2019	WESTNET PTY LTD	INTERNET CHARGES	\$ 89.95	MUNI
DD10357.1	05/03/2019	TELSTRA	PHONE CHARGES	\$ 160.90	MUNI
DD10358.1	05/03/2019	TELSTRA	PHONE CHARGES	\$ 470.71	MUNI
DD10392.1	05/03/2019	NATIONAL AUSTRALIA BANK	CREDIT CARD PAYMENTS	\$ 1,077.17	MUNI
DD10323.1	13/03/2019	WA SUPER	PAYROLL DEDUCTIONS	\$ 11,234.87	MUNI
DD10323.10	13/03/2019	MATRIX SUPERANNUATION & ROLLOVER DIVISION	SUPERANNUATION CONTRIBUTIONS	\$ 62.04	MUNI
DD10323.2	13/03/2019	CBH SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 333.98	MUNI
DD10323.3	13/03/2019	FIRSTWRAP PLUS SUPER AND PENSION	PAYROLL DEDUCTIONS	\$ 255.14	MUNI
DD10323.4	13/03/2019	AVANTEOS INVESTMENTS LTD	PAYROLL DEDUCTIONS	\$ 154.11	MUNI
DD10323.5	13/03/2019	HSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 632.72	MUNI
DD10323.6	13/03/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 2,003.38	MUNI
DD10323.7	13/03/2019	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$ 584.07	MUNI
DD10323.8	13/03/2019	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 306.61	MUNI
DD10323.9	13/03/2019	BT SUPERANNUATION INVESTMENT FUND	SUPERANNUATION CONTRIBUTIONS	\$ 212.13	MUNI
DD10359.1	13/03/2019	TELSTRA	MOBILE PHONE CHARGES	\$ 322.94	MUNI
DD10360.1	19/03/2019	TELSTRA	PHONE CHARGES	\$ 1,442.54	MUNI
DD10365.1	19/03/2019	CLASSIC FUNDING GROUP PTY LTD	RESOURCE CENTRE PHOTOCOPIER LEASE PAYMENT	\$ 237.60	MUNI

**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FOR THE MONTH OF MARCH 2019**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>BANK</b>
DD10361.1	27/03/2019	TELSTRA	PHONE CHARGES	\$ 69.89	MUNI
DD10362.1	27/03/2019	TELSTRA	PHONE CHARGES	\$ 249.91	MUNI
DD10363.1	27/03/2019	TELSTRA	PHONE CHARGES	\$ 94.99	MUNI
DD10364.1	27/03/2019	TELSTRA	PHONE CHARGES	\$ 34.95	MUNI
DD10379.1	27/03/2019	WA SUPER	PAYROLL DEDUCTIONS	\$ 9,624.31	MUNI
DD10379.10	27/03/2019	MATRIX SUPERANNUATION & ROLLOVER DIVISION	SUPERANNUATION CONTRIBUTIONS	\$ 57.87	MUNI
DD10379.2	27/03/2019	CBH SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 159.57	MUNI
DD10379.3	27/03/2019	FIRSTWRAP PLUS SUPER AND PENSION	PAYROLL DEDUCTIONS	\$ 186.31	MUNI
DD10379.4	27/03/2019	AVANTEOS INVESTMENTS LTD	PAYROLL DEDUCTIONS	\$ 116.76	MUNI
DD10379.5	27/03/2019	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 748.90	MUNI
DD10379.6	27/03/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,249.98	MUNI
DD10379.7	27/03/2019	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$ 421.78	MUNI
DD10379.8	27/03/2019	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 226.50	MUNI
DD10379.9	27/03/2019	BT SUPERANNUATION INVESTMENT FUND	SUPERANNUATION CONTRIBUTIONS	\$ 225.62	MUNI
JNL	14/03/2019	PAYROLL	FORTNIGHTLY PAYROLL PAYMENT PPE 13/03/2019	\$ 75,554.27	MUNI
JNL	28/03/2019	PAYROLL	FORTNIGHTLY PAYROLL PAYMENT PPE 27/03/2019	\$ 61,027.99	MUNI
				<b>\$ 917,469.59</b>	

<b>MUNICIPAL ACCOUNT PAYMENTS</b>	<b>\$ 811,583.29</b>
<b>TRUST ACCOUNT PAYMENTS</b>	<b>\$ 2,493.22</b>
<b>LICENSING ACCOUNT PAYMENTS</b>	<b>\$ 102,514.30</b>
<b>EDNA STEVENSON TRUST ACCOUNT PAYMENTS</b>	<b>\$ 878.78</b>
	<b>\$ 917,469.59</b>



**SHIRE OF CORRIGIN**  
**NAB BUSINESS MASTERCARD**  
**PAYMENTS OF ACCOUNTS BY CREDIT CARD**  
**FOR THE STATEMENT PERIOD: 30 JANUARY 2019 TO 28 FEBRUARY 2019**

DATE	DETAILS	DESCRIPTION	AMOUNT
<b>CARD NUMBER 4557-XXXX-XXXX-4143</b>			
25/01/2019	CORRIGIN HOTEL	DRINKS WITH AUSTRALIA DAY GUEST SPEAKER	\$ 18.70
25/01/2019	CORRIGIN HOTEL	DINNER WITH AUSTRALIA DAY GUEST SPEAKER	\$ 115.00
30/01/2019	CALTEX BUSSELTON	DIESEL FUEL FOR CEO VEHICLE	\$ 74.70
6/02/2019	CUBALLING	DIESEL FUEL FOR CEO VEHICLE	\$ 79.80
17/02/2019	COLES EXPRESS KARAWARA	DIESEL FUEL FOR CEO VEHICLE	\$ 69.74
22/02/2019	NOVOTEL PERTH LANGLEY	ACCOMMODATION ETC FOR H IVES FOR SOCIAL MEDIA CONFERENCE	\$ 719.23
<b>CREDIT CARD TOTAL</b>			<b>\$ 1,077.17</b>
<b>CARD NUMBER 4557-XXXX-XXXX-9989</b>			
<b>CREDIT CARD TOTAL</b>			<b>\$ -</b>
<b>BILLING ACCOUNT</b>			<b>\$ -</b>
<b>TOTAL CREDIT CARD PAYMENTS</b>			<b>\$ 1,077.17</b>

I, Catherine Ospina Godoy, Manager Finance, have reviewed the credit card payments and confirm that from the descriptions on the documentation provided that ;

- all transactions are expenses incurred by the Shire of Corrigin;
- all purchases have been made in accordance with the Shire of Corrigin policy and procedures;
- all purchases are in accordance with the Local Government Act 1995 and associated regulations;
- no misuse of the any corporate credit card is evident .

Catherine Ospina Godoy

Signature

2/ 04 /2019 .



Statement for

### NAB Business Visa (BFP)

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001  
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &  
AEDT Saturday and Sunday  
Fax 1300 363 658  
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

### Cardholder Details

Cardholder Name: MRS NATALIE ANITA MANTON  
Account No: [REDACTED] 4143  
Statement Period: 30 January 2019 to 28 February 2019  
Cardholder Limit: \$10,000

### Transaction record for: MRS NATALIE ANITA MANTON

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
30 Jan 2019	\$18.70 ✗	CORRIGIN HOTEL CORRIGIN	* Drinks Australia Day Guests. Didn't get receipt				74564509029
30 Jan 2019	\$115.00 ✓	CORRIGIN HOTEL CORRIGIN	Dinner with Australia Day Guest Speaker + Shire President				74564509029
1 Feb 2019	\$74.70 ✓	CALTEX BUSSELTON BUSSELTON	49.83 Litres of Diesel fuel				74940529031
7 Feb 2019	\$79.80 ✓	ARKDM PTY LTD CUBALLING	Diesel Fuel				74940529037
18 Feb 2019	\$69.74 ✓	COLES EXPRESS 6929 KARAWARA	46.84 Litres of Diesel fuel				74363969048
22 Feb 2019	\$719.23 ✓	Novotel Langley FD Int Perth	Heather Ives Social Media Conference				74619709053
<b>Total for this period</b>	<b>\$1,077.17</b>		<b>Totals</b>				

### Employee declaration

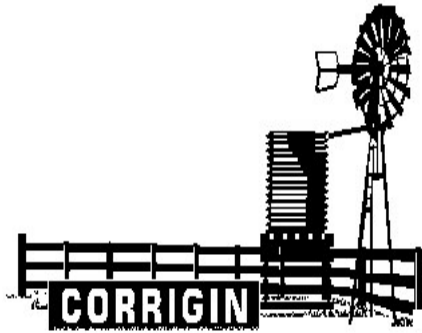
I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: \_\_\_\_\_

Date: 12/3/19

059/21/01/M01349/S003815/1007629





# Corrigin Agricultural Society (inc)

(Affiliated with the Royal Agricultural Society)

P.O. Box 195 , Corrigin 6375

Hon Sec Mrs Sue Courboules  
PH 90632422 Fax 90632624  
Email [scourbs@bigpond.com](mailto:scourbs@bigpond.com)

Pres Mr Tim Thornton  
PH 0429681183  
Email [tim.thornton@westnet.com.au](mailto:tim.thornton@westnet.com.au)

Hon.Treasurer Mrs. C Green  
PH 0408632653  
Email [cgreen@wn.com.au](mailto:cgreen@wn.com.au)

Mrs N Manton  
CEO  
Corrigin Shire  
9 Lynch St  
Corrigin 6375  
1<sup>st</sup> March 2019.

Dear Natalie,

Each year after the February meeting, the Ag Society submits its “wish list” for Shire to consider in the budget. This year’s show will be on Saturday 14<sup>th</sup> September, it will be the 97<sup>th</sup>. The requests are as follows:

1. Financial assistance towards the fireworks of \$2500.
2. Official invites for the shared official function to be emailed by the Community Resource Center. (They have past format on file).
3. Use of the shire cleaner to do a cleanup shift on show day as our volunteers don’t have the spare time and the toilets can get very messy. Around 12 noon and another hour at about 5pm would suffice (2-3 hours). Also, on the Monday after the show to finish off the 2 community toilet areas (near the football changerooms). We make sure that they are left in a tidy state. Ag Society pays a cleaner to clean the 2-hockey toilet/ changerooms, and again this year we will extend that to the kitchen, as it must be done to a very high standard. Our Sunday busy bee takes care of all other areas including function room, entrance, indoor court, disabled toilets and of course the oval.
4. The use of Ben Hewitt to check all temporary structures as per the Health and Safety documentation.
5. The use of the rubbish removal truck on show day and for the Sunday clean up.
6. The outdoor shire men to provide the large mobile red rubbish bins and any extra green and yellow ones if possible, as rubbish is always a problem.
7. The use of a master key (held by me) from Monday of show week until the Monday after show day. This avoids having many different sets to look after. The busy bees start on the Monday (prior) to roll out the carpet and conclude Sunday with the community clean up.
8. Marking of permanent parking bays in the car park. Last years parking was a mess, the exit to the north of the oval was blocked and it became quite unsafe around 5pm when exhibitors all tried to get closer to the building to pack up. Even though our security person had a presence, it was still a worry.

Once again committee has commenced planning for another exciting event with a wide range of different entertainment having already been sourced. After having

experienced a show now, hopefully you can appreciate the value of it to the entire community. It really is the one single event that unites the entire district and offers something for everyone.

Committee looks forward to the amazing support from Shire as it certainly helps to make the show a great success.

Thanking you in anticipation.

Yours truly,

Sue Courboules (Hon Secretary)