



# MINUTES

## ORDINARY COUNCIL MEETING

TUESDAY 16 OCTOBER 2018



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 3.06pm.

**COUNCIL RESOLUTION**

**(164/2018) Moved: Cr Hickey Seconded: Cr Mason**

*The Ordinary Council Meeting was adjourned at 3.06 pm to conduct rates incentive prize draw.*

**Carried 6/0**

**COUNCIL RESOLUTION**

**(165/2018) Moved: Cr Weguelin Seconded: Cr Gilmore**

*That Ordinary Council meeting was reconvened at 3.09pm*

**Carried 6/0**

**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. J A Mason

Cr. M A Weguelin

Chief Executive Officer

N A Manton

Governance Executive Officer

J K Baker

**APOLOGIES**

NIL

**LEAVE OF ABSENCE**

Cr. S G Hardingham

Cr Mason requested a leave of absence from Council on Tuesday 18 December 2018.

**COUNCIL RESOLUTION**

**(166/2018) Moved: Cr Hickey Seconded: Cr Gilmore**

*That Cr Mason be granted a leave of absence from Council on Tuesday 18 December 2018.*

**Carried 6/0**

**3 PUBLIC QUESTION TIME**

NIL

**4 MEMORIALS**

NIL

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

NIL

**6 DECLARATIONS OF INTEREST**

NIL

**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 18 September 2018 (Attachment 7.1.1).

**COUNCIL RESOLUTION**

***(167/2018) Moved: Cr Hickey Seconded: Cr Gilmore***

*That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 18 September 2018 (Attachment 7.1.1) be confirmed as a true and correct record.*

***Carried 6/0***

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

**7.2.1 ROEROC MEETING**

Minutes of the RoeRoc meeting held on Thursday 20 September 2018 (Attachment 7.2.1).

**COUNCIL RESOLUTION**

***(168/2018) Moved: Cr Hickey Seconded: Cr Weguelin***

*That the minutes of the RoeRoc meeting held on Thursday 20 September 2018 (Attachment 7.2.1) be received.*

***Carried 6/0***

## 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:	5/10/2018
Reporting Officer:	Heather Ives, Coordinator, Community Services
Disclosure of Interest:	NIL
File Ref:	CS.0008
Attachment Ref:	NIL

#### CORRIGIN CRC MONTHLY USAGE – SEPTEMBER 2018:

CUSTOMER ACCESSING 'FEE FOR SERVICE' AND SALES					
SERVICES / FEES	MTHLY	YTD AS OF JULY 18	SALES	MTHLY	YTD AS OF JULY 18
Internet Use / Computer Use	9	62	Movie Club Fees	10	20
Photocopying / Printing / Faxing	36	131	Phonebook Sales	26	94
Laminating / Binding / Folding	5	18	Moments In Time Books	1	2
Sec. Services / Scans / CD Burning	4	21	Book Sales	0	0
Room Hire	5	17	Wrapping Paper / Postcard Sales	0	9
Equipment Hire	1	3	Polo Shirt / Eco Bag Sales	0	3
Training / Course Fees	6	12	Phone calls	1	1
Resource Centre Membership Fees	0	0	Sale of Assets	0	0
Exam Supervision	0	0			
Total:	61		Total:	38	
<i>Monthly People through:</i>	99				
CUSTOMER ACCESSING 'CORRIGIN CRC SERVICES'					
SERVICES	MTHLY	YTD AS OF JULY 18	SERVICE	MTHLY	YTD AS OF JULY 18
Phonebook Enquiries	2	10	University Exams	0	0
Tourism	76	172	Broadband for Seniors / Webinars	9	23
Government Access Point	0	5	General Enquires (Face/Email/Website)	132	536
Community Information	58	174	Corrigin Toy Library	9	29
Conf. / Vid Conf. / Training /	40	189	TR Homes (Referrals)	0	0
Total:	176		Total:	150	
<i>Monthly People through:</i>	326				

**TOTAL FOR THE MONTH OF SEPTEMBER: 425**

COMMUNITY ECONOMIC / BUSINESS AND SOCIAL DEVELOPMENT BOOKINGS – SEPTEMBER 2018			
DESCRIPTION	NO'S	ROOM	GOVT. HOT OFFICE BOOKING (HO), COMMERCIAL BOOKING
Forrest Personnel – Disability Services	3	Professional Office	Commercial Booking
Movie Club	10	Conference Room	N/A
ALW – Crochet Market Bag	13	Conference Room	N/A
SMYL – Parenting Services	4	Professional Office	Commercial Booking
Forrest Personnel – Disability Services	2	Professional Office	Commercial Booking
CBH – Training	8	Conference Room	Commercial Booking
CBH – Training	8	Conference Room	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										

**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**

**(169/2018) Moved: Cr Weguelin      Seconded: Cr Gilmore**  
 That Council receives the Corrigin Community Resource Centre Report.

**Carried 6/0**

### 8.1.2 ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	5/10/2018
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 – September 2018

#### 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 September 2018 are provided as Attachment 8.1.2 – Accounts for Payment – September 2018.

After payment of the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$713.35.

Bank Account	Payment Type	Reference	Amount	Total
Municipal	EFT	12963 - 13020,		
		13029 - 13078	\$693,277.29	
	Cheque	020349 - 020356	\$34,244.73	
	Direct Debit	September 2018	\$26,491.34	
	Payroll	September 2018	\$104,597.24	<b>\$858,610.60</b>
Trust	EFT	13021 - 13028	\$4,392.55	
	Cheque	003387	\$50.00	
	Direct Debit	September 2018	\$640.00	<b>\$5,082.55</b>
Licensing Trust	EFT	13079 - 13080	\$2,992.30	
	Direct Debit	September 2018	\$38,709.50	<b>\$41,701.80</b>
Edna Stevenson	Cheque	000061	\$1,171.15	<b>\$1,171.15</b>
<b>Total Payments for the Month of September 2018</b>				<b>\$906,566.10</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 - September, the following information is provided on the last cheque or EFT number used.

Bank Account	Payment Type	Last Number	First Number in report
Municipal & Trust & Licensing Trust	EFT	EFT12962	EFT12963
Municipal	Cheque	020348	020349
Trust	Cheque	003386	003387
Edna Stevenson	Cheque	000060	000061

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**

**(170/2018) Moved: Cr Gilmore Seconded: Cr Mason**

*That Council reviews the list of accounts paid and acknowledges that payments totalling \$906,566.10 have been made during the month of September 2018.*

**Carried 6/0**

### 8.1.3 ACCOUNTS FOR PAYMENT – CREDIT CARDS

Applicant:	Shire of Corrigin
Date:	8/10/2018
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 28 July 2018 to 28 August 2018.

#### 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**

**(171/2018) Moved: Cr Mason Seconded: Cr Weguelin**

*That Council in accordance with Attachment 8.1.3 endorse credit card payments made for the period 28 July to 28 August 2018 for \$1,559.03.*

**Carried 6/0**

### **8.1.4 MONTHLY FINANCIAL REPORT**

Applicant:	Shire of Corrigin
Date:	10/10/2018
Reporting Officer:	Catherine Ospina Godoy, Manager Finance
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.4 – Monthly Financial Report – September 2018

#### **SUMMARY**

This report provides Council with the monthly financial report for the month ending 30 September 2018.

#### **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**

**(172/2018) Moved: Cr Weguelin      Seconded: Cr Mason**

*That Council accept the Statement of Financial Activity for the month ending 30 September 2018 included as Attachment 8.1.4 as presented, along with notes of any material variances.*

**Carried 6/0**

## 8.2 GOVERNANCE AND COMPLIANCE REPORTS

### 8.2.1 REGISTER OF POLICIES REVIEW

Applicant:	Shire of Corrigin
Date:	8/10/2018
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	CM.0059
Attachment Ref:	Attachment 8.2.1 – Register of Policies – review 2018

#### SUMMARY

This report relates to the review of Council's existing register of policies that was last reviewed and adopted by Council in October 2017.

#### BACKGROUND

The Register of Policies is to be reviewed annually by the office of CEO and is to be taken to Council for consideration and adoption.

#### COMMENT

The objectives of the register of policies are to:

- provide Council with a formal written record of all policy decisions;
- provide staff with precise guidelines in which to act in accordance with Council's wishes;
- enable staff to act promptly in accordance with Council's requirements but without continual reference to Council;
- enable Councillors to adequately handle enquiries from electors without undue reference to the staff or Council;
- enable Council to maintain a continual review of Council policy decisions and to ensure they are in keeping with community expectations, current trends and circumstances; and
- enable ratepayers to obtain immediate advice on matters of Council policy.

Attachment 8.2.1 shows the changes throughout the document to draw attention to any minor amendments that have been made to policies. The policies that have been highlighted in yellow have either had significant changes or are new policies.

The suggested changes are also referenced in the document control table at the beginning of the document.

**STATUTORY ENVIRONMENT**

Council’s role to determine the Local Government’s policies is defined in the Local Government Act, Section 2.7(2) (b):

*Local Government Act 1995 – Section 2.7 Role of council*

- (1) *The council —*
  - (a) *governs the local government’s affairs; and*
  - (b) *is responsible for the performance of the local government’s functions.*
- (2) *Without limiting subsection (1), the council is to —*
  - (a) *oversee the allocation of the local government’s finances and resources; and*
  - (b) *determine the local government’s policies.*

**POLICY IMPLICATIONS**

Review of Council’s Register of Policies. Some minor and some significant changes will be made to the document.

**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.
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Absolute Majority

**COUNCIL RESOLUTION**

**(173/2018) Moved: Cr Hickey Seconded: Cr Weguelin**

*That Council in accordance with Section 2.7(2)(b) of the Local Government Act 1995:*

*Adopt the amendments to policies as provided for in Attachment 8.2.1 – Register of Policies – review 2018 to become the new Shire of Corrigin Register of Policies.*

**Carried 6/0**

## 8.2.2 ROE TOURSIM EXECUTIVE OFFICER AGREEMENT

Applicant:	Shire of Corrigin
Date:	10/09/2018
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	ED.0016
Attachment Ref:	NIL

### SUMMARY

This item seeks Council endorsement of an extension to the existing Roe Tourism Executive Officer agreement which expired on 30 September 2018.

### BACKGROUND

Roe Tourism Association (RTA) is made up of Shires of Bruce Rock, Corrigin, Narembeen, Kondinin, Kulin and Lake Grace. Each shire contributes \$2,500 towards the Executive Officer (EO) and a further \$2,500 for full membership for items such as: advertising, marketing, brochures and banners.

At the 10 April 2018 meeting the Roe Tourism committee endorsed the Shire of Corrigin as the Executive Officer (EO) for a six month term to bring the EO General Service Agreement in alignment with the Roe Tourism Association AGM in October 2018.

On Tuesday 15 May 2018 Council authorised the CEO to enter into a contract with the Roe Tourism Association Incorporation (RTA), for the provision of an EO for a term expiring 30 September 2018. The EO General Service Agreement was signed by RTA and the Shire of Corrigin on 18 June 2018 and this Agreement has now expired.

The Corrigin Community Resource Centre (CRC) Co-ordinator, Heather Ives, commenced as the EO on 8 June 2018 and has provided the service to RTA for the past four months. The RTA General Service Agreement currently provides funding of \$10,000 for 5 hours per week plus travel costs.

### COMMENT

This is the first time the RTA has worked with the Shire of Corrigin and had a CRC in the EO role. Following the initial six month term of the agreement there is an opportunity for review and to decide whether to continue with the current arrangement.

The CEO supports the Corrigin CRC continuing to provide the EO support to the RTA as it delivers the following benefits:

- Professional and efficient administration and financial support.
- Efficiencies for each shire not having to have individual tourism staff.
- Consistent promotion and tourism messaging across the six shires.
- Increased reach of advertising.
- Co-ordinated approach to journey planning.
- Better industry networks.

The workload has been greater than the estimated five hours per week due to a backlog of issues to be resolved, amendments to the constitution as well as finalising and submitting grant applications. Once these tasks have been completed the EO position is realistically expected to require at least eight hours per week.



The position will require an increase in the EO services payments to \$15,000 per annum, for eight hours per week. Any additional special projects or funding agreements may require extra EO hours and/or will need to be completed by volunteers or committee members.

#### STATUTORY ENVIRONMENT

NIL

#### POLICY IMPLICATIONS

NIL

#### FINANCIAL IMPLICATIONS

Roe Tourism contributions, wages, administration support and office overheads included in 2018/19 budget.

#### 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 1.3 – Well supported and diverse industry

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.3.1	Develop and implement an Economic and Tourism Strategy for the district	1.3.1.2	Implement Economic & Tourism Develop Strategy
		1.3.1.3	Economic & Tourism Develop strategies, programs & initiatives to be incorporated in LTFP and annual budgets

##### 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

**(174/2018) Moved: Cr Dickinson Seconded: Cr Gilmore**

*That Council:*

- 1. Authorise the CEO to enter into an Executive Officer General Service Agreement with Roe Tourism Association Incorporated for the period 1 October 2018 to 30 September 2021.*
- 2. Negotiate an agreement to provide Executive Officer support to Roe Tourism Association at a cost of \$15,000 per annum for eight hours per week.*

**Carried 6/0**

## 8.3 WORKS AND GENERAL PURPOSES

### 8.3.1 WANDRRA PROJECT PROGRESS REPORT

Applicant:	Ian Gilmore, Associate, Core Business Australia
Date:	9/10/2018
Reporting Officer:	Ian Gilmore, Associate, Core Business Australia
Disclosure of Interest:	NIL
File Ref:	ROA.0037
Attachment Ref:	NIL

#### SUMMARY

The report seeks to update Council on the reinstatement works associated with the WANDRRA AGRN743 claim at several locations across the Shire's local road network.

#### BACKGROUND

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

#### COMMENT

Core Business Australia Pty Ltd (CORE) as Supervisor for '*AGRN743 Corrigin Flood Recovery Minor Works*' has prepared Project Progress Report of the WANDRRA works as follows:

#### Contractor Administration

Recent Work Cycles:

Please refer the Schedule of Construction and Roster below

#### Progress to date

The works programme has been highly productive during September and October with actual re-sheet rates below budgeted costs.

#### Methodology

- Laid off Semi water truck until summer made possible by sourcing water from Dams
- Laid off one grader due to lack of trucks.
- Laid off one loader due to lack of trucks.

#### Recommendations

##### Gravel Sources

Gravel stockpiling is progressing well with seven pits scheduled to be completed by Christmas. The dozer will then go onto gravel pit rehabilitation.

Jobs Pits are exhausted however Peter Dickinson has offered us a new Pit off Pruden Rd that can be stockpiled after the Oats has been harvested.

Schedule

RDH were unable to source more trucks due to sub-contractors requiring a higher rate than RDH are currently charging. Therefore silt removal activities will be co-ordinated with the re-sheeting.

Culvert crew should be finished by Christmas.

**Project Progress**

Next Stage Completion

1. Tulloch – Current
2. Parsons- South Bruce Rock Rd
3. Nambadilling.
4. Gnerkadilling.

Completed Roads

1. Corrigin Wogerlin
2. Walton
3. Tilbee
4. Mulcahy
5. Branson
6. Parsons – Nth of Bruce Rock Rd

SHIFT/DATE	2nd Oct	11th Oct	RDO	16th Oct	25th Oct	RDO	30th Oct	8th Nov
	Swing 19			Swing 20			Swing 21	
Re- sheet								
X = Completed								
Tilbee								
Mulcahy								
Tulloch	5 km							
Branson								
Parsons South		X		4km				
Nambadilling					5km		3km	5km
Watters								
Pruden								
Gnerkadilling								
Crossland								
Silt pick-up								
Nambadilling							2km	
Gnerkadilling								

## **STATUTORY ENVIRONMENT**

### Local Government Act 1995

#### *3.57. Tenders for providing goods or services*

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) Regulations may make provision about tenders.*

### Local Government (Functions and General) Regulations 1996

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150, 000 unless sub-regulation (2) states otherwise.*
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if:
  - (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or*
  - (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program;**

## **POLICY IMPLICATIONS**

Policy 2.10 Purchasing Policy

## **FINANCIAL IMPLICATIONS**

NIL

**COMMUNITY AND STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 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.
		1.1.1.2	Develop a footpath management plan, including hierarchy and service levels
		1.1.1.3	Road asset management plan and footpath management plan to be incorporated in the review and expansion of the Asset Management Plan (AMP)
		1.1.1.4	Road asset management plan and footpath management plan to be implemented through road works program.

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**(175/2018) Moved: Cr Mason Seconded: Cr Hickey**

*That Council notes the WANDRRA Project Progress as provided in the report.*

**Carried 6/0**

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

NIL

**10 CHIEF EXECUTIVE OFFICER'S REPORT**

**Spring Clean**

The works staff have been working hard on keeping the town looking great for residents and visitors. Miss B's Park, the Skate Park and town gardens have been trimmed and the carpets at the Corrigin Recreation and Events Centre have been cleaned. The cricket pitch has been prepared and the pool has been refilled ready for the summer season.

Unfortunately we continue to experience problems with the Rotary Park toilets and had to close them over the past few weeks. We are working to get the plumbing system fixed as soon as possible.

The caravan park has been busy with numerous visitors during this spring season. The wildflowers are blooming beautifully on our road verges making a colourful display for visitors to the region.

**Annual Leave**

The CEO took annual leave from 24 to 28 September 2018.

**Road Works**

Work has been completed on the shoulder widening project on the Bulyee Quairading Road and the team will move to the Babakin Corrigin Road to widen and reconstruct three kilometres of the road to a seven metre seal.

**11 PRESIDENT'S REPORT**

Shire President Cr. L Baker was away for the month of October and thanked Cr Hickey for stepping in for her. Cr Baker noted that she has been re-elected on the Rural Health West Board. She also wished to mention that she has been invited to attend the Australia Day, Australian of the Year Awards at Government House and will be honoured to attend on the behalf of the shire.

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

Cr Mason attended Roe Tourism and Tidy Towns meetings on 15 October 2018.

The next Central Ag Care meeting is coming up. Following the recent Central Ag Care AGM Cr Mason is now the Chair of the Committee.

Cr Gilmore attended a recent Historical Society meeting. They have revised the constitution to comply with new legislation.

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

NIL

**14 INFORMATION BULLETIN**

NIL

**15 WALGA AND CENTRAL ZONE MOTIONS**

NIL

**16 NEXT MEETING**

Ordinary Council meeting Tuesday 20 November 2018 at 3.00pm.

**17 MEETING CLOSURE**

The Chairperson, Shire President Cr. L Baker closed the meeting at 4.05pm.