

## **1. DECLARATION OF OPENING**

The Chairperson, Deputy Shire President Cr. D L Hickey opened the meeting at 3.00pm

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

Deputy Shire President

Cr. D L Hickey  
Cr. J A Mason  
Cr. B D Praetz  
Cr. M B Dickinson

Chief Executive Officer  
Deputy Chief Executive Officer  
Manager Finance

R L Paull  
T L Dayman  
D C Ospina Godoy

### **APOLOGIES**

Cr. S G Hardingham

### **LEAVE OF ABSENCE**

Shire President Cr. L Baker  
Cr. T J Pridham

## **3. PUBLIC QUESTION TIME**

There were no public questions.

## **4. MEMORIALS**

It was advised that Bill Lockyer and Leo Baker had passed away since the last meeting.

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

There were no petitions/deputations/presentations/submissions.

(Note: The Chief Executive Officer advised that representatives from the Corrigin Historical Society & Pioneer Museum will now seek to address Council at the Ordinary Meeting of 17 October 2017).

## **6. DECLARATIONS OF INTEREST**

Cr Hickey declared an Impartiality interest in item 8.2.3, with the nature of interest being that he is a member of the Corrigin Bowling Club.

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

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

Minutes of the Ordinary Meeting of Council held on Tuesday 22 August 2017 at the Shire of Corrigin Chambers, Corrigin (Attachment 7.1).

### **OFFICER'S RECOMMENDATION**

*That the Minutes of the Ordinary Meeting of Council held on Tuesday 22 August 2017 (Attachment 7.1 ) be confirmed as a true and correct record.*

**COUNCIL RESOLUTION**

**(189/2017) Moved: Cr Mason; Seconded: Cr Praetz**

***That the Minutes of the Ordinary Meeting of Council held on Tuesday 22 August 2017  
(Attachment 7.1 ) be confirmed as a true and correct record.***

***Carried 4/0***

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

**7.2.1. MINUTES OF THE CENTRAL COUNTRY ZONE MEETING (ATTACHMENT 7.2.1)**

Minutes of the Central Country Zone meeting held on Friday 1 September 2017 via Teleconference (Attachment 7.2.1).

**OFFICER'S RECOMMENDATION**

*That the minutes of the Central Country Zone meeting held Friday 1 September 2017 via Teleconference (Attachment 7.2.1) be received.*

**COUNCIL RESOLUTION**

**(190/2017) Moved: Cr Praetz; Seconded: Cr Mason**

***That the minutes of the Central Country Zone meeting held Friday 1 September 2017 via Teleconference (Attachment 7.2.1) be received.***

***Carried 4/0***

**7.2.2. LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING MINUTES (ATTACHMENT 7.2.2)**

Minutes of the Local Emergency Management Committee meeting held on Monday 11 September 2017 at the Shire of Corrigin Chambers, Corrigin (Attachment 7.2.2).

**OFFICER'S RECOMMENDATION**

*That the Minutes of the Local Emergency Management Committee meeting held on Monday 11 September 2017 at the Shire of Corrigin Chambers, Corrigin (Attachment 7.2.2) be received.*

**COUNCIL RESOLUTION**

**(191/2017) Moved: Cr Praetz; Seconded: Cr Mason**

***That the Minutes of the Local Emergency Management Committee meeting held on Monday 11 September 2017 at the Shire of Corrigin Chambers, Corrigin (Attachment 7.2.2) be received.***

***Carried 4/0***

**MATTERS ARISING**

*Proposed revocation of Westplan Dambreak*

**LOCAL EMERGENCY MANAGEMENT COMMITTEE RECOMMENDATION**

*That the Shire of Corrigin Local Emergency Management Committee recommend to Council to endorse the revocation to the WestPlan Dambreak as sought in correspondence from Frank Edwards, Chair State Emergency Management Committee dated 6 July 2017.*

**OFFICER'S RECOMMENDATION**

*That Council endorse the revocation of the WestPlan Dambreak as sought in correspondence from Frank Edwards, Chair State Emergency Management Committee dated 6 July 2017.*

**COUNCIL RESOLUTION**

**(192/2017) Moved: Cr Praetz ; Seconded: Cr Dickinson**

***That Council endorse the revocation of the WestPlan Dambreak as sought in correspondence from Frank Edwards, Chair State Emergency Management Committee dated 6 July 2017.***

***Carried 4/0***

**7.2.3. WHEATBELT SOUTH AGED HOUSING ALLIANCE MEETING MINUTES (ATTACHMENT 7.2.3)**

Minutes of the Wheatbelt South Aged Housing Alliance meeting held on Tuesday 12 September 2017 at the Shire of Wickepin Council Chambers, Wickepin (Attachment 7.2.3).

**OFFICER'S RECOMMENDATION**

*That the Minutes of the Wheatbelt South Aged Housing Alliance meeting held on Tuesday 12 September 2017 at the Shire of Wickepin Council Chambers, Wickepin (Attachment 7.2.3) be received.*

**COUNCIL RESOLUTION**

**(193/2017) Moved: Cr Praetz; Seconded: Cr Mason**

***That the Minutes of the Wheatbelt South Aged Housing Alliance meeting held on Tuesday 12 September 2017 at the Shire of Wickepin Council Chambers, Wickepin (Attachment 7.2.3) be received.***

***Carried 4/0***

**7.2.4. MINUTES OF SHIRE OF CORRIGIN AUDIT AND RISK MANAGEMENT COMMITTEE –  
(MINUTES PRESENTED TO COUNCIL)**

Meeting held on Tuesday 19 September 2017 commencing at 12 noon at the Council Chambers, 9 Lynch Street, Corrigin (presented to Council).

**COUNCIL RESOLUTION**

**(194/2017) Moved: Cr Mason; Seconded: Cr Praetz**

***That the Minutes of the Audit and Risk Management Committee meeting held on Tuesday 19 September 2017 at the Shire of Corrigin Chambers, Corrigin be received.***

***Carried 4/0***

**MATTERS ARISING**

***Matters arising from the Shire of Corrigin Audit and Risk Management Committee that require a Council decision.***

**COMMITTEE'S RECOMMENDATION**

*That the Audit and Risk Management Committee recommend that Council receive the Review of Shire of Corrigin Practices Status report as provided in Attachment 7.1.*

**COUNCIL RESOLUTION**

**(195/2017) Moved: Cr Mason; Seconded: Cr Praetz**

***That Council receive the Review of Shire of Corrigin Practices Status report as provided in Attachment 7.1.***

***Carried 4/0***

**COMMITTEE'S RECOMMENDATION**

*That the Audit and Risk Management Committee recommend that Council receive the Financial Management Review Status report as provided in Attachment 7.2.*

**COUNCIL RESOLUTION**

**(196/2017) Moved: Cr Mason ; Seconded: Cr Praetz**

**That Council receive the Financial Management Review Status report as provided in Attachment 7.2.**

**Carried 4/0**

**8. MATTERS REQUIRING A COUNCIL DECISION**

**8.1. CORPORATE & COMMUNITY SERVICES REPORTS**

**8.1.1. CORRIGIN COMMUNITY RESOURCE CENTRE**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	19 September 2017
Reporting Officer:	Heather Ives, Coordinator, Community Services
Disclosure of Interest:	No interest to disclose
File Number:	CS 0008
Attachment Reference:	Nil

**CRC STAFFING**

- Pippa Davey commencing maternity leave on 11 September 2017. Belinda Browning will be replacing Pippa for a 12 month maternity leave contract period.

**CORRIGIN CRC Monthly Usage – August 2017:**

CUSTOMER ACCESSING 'FEE FOR SERVICE' and SALES					
SERVICES / FEES	MTHLY	YTD FROM JULY 17	SALES	MTHLY	YTD FROM JULY 17
Internet Use / Computer Use	27	58	Phonebook Sales	19	63
Photocopying / Printing / Faxing	25	49	Moments In Time Books	0	1
Laminating / Binding / Folding	5	9	Book Sales	0	0
Sec. Services / Scans / CD Burning	1	11	Wrapping Paper / Postcard Sales	0	0
Room Hire	13	19	Polo Shirt / Eco Bag Sales	0	0
Equipment Hire	0	4	Phone calls	0	24
Training / Course Fees	9	22	Sale of Assets	0	0
Resource Centre Membership Fees	0	0		0	0
Exam Supervision	0	0			
Movie Club Fees	3	3			
Total:	83		Total:	19	
Monthly People through:	102				
CUSTOMER ACCESSING 'CORRIGIN CRC SERVICES'					
SERVICES	MTHLY	YTD FROM JULY 17	SERVICE	MTHLY	YTD FROM JULY 17
Phonebook Enquiries	6	14	Conf. / Vid Conf. / Training / Westlink	99	175
Tourism	17	27	Exams	1	5
VET Affairs	1	1	Broadband for Seniors / Webinars	2	7
ATO	0	2	General Enquires (Face/Email/Website)	83	231
Government Access Point	0	3	Corrigin Toy Library	11	20
Community Information	50	84	TR Homes (Referrals)	0	1
Total:	74		Total:	196	
Monthly People through:	270				

**TOTAL FOR THE MONTH OF AUGUST: 372**

<b>COMMUNITY ECONOMIC / BUSINESS and SOCIAL DEVELOPMENT BOOKINGS</b>			
DESCRIPTION	NO'S	ROOM	GOVT. HOT OFFICE BOOKING (HO), COMMERCIAL BOOKING
Janeane Anderson (Student Tutoring)	9	Professional Office	Commercial Booking
Movie Club - August	5	Conference Room	N/A
Holyoake – Drug and Alcohol Counselling	8	Professional Office	Commercial Booking
Narrogin Corrective Services	3	Professional Office	Commercial Booking
Ralph Bolton Meeting	7	Conference Room	Commercial Booking
Forrest Personnel - Employment	7	Conference Room	Commercial Booking
Corrigin Dental Meeting	7	Conference Room	Commercial Booking
CSBP Meeting	7	Conference Room	Commercial Booking
Farming Files & Fine Food - W/Shop	22	Mallee Tree Cafe	Commercial Booking
Public Sector Meeting	22	Conference Room	Commercial Booking
Three Farmers Meeting	2	Professional Office	Commercial Booking

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YEAR TOTAL
2007-08	535	613	537	714	511	520	561	510	625	733	576	469	6904
2008-09	479	444	581	532	501	411	417	501	575	525	543	651	6160
2009-10	629	682	626	757	590	727	421	623	715	529	491	539	7329
2010-11	708	610	871	759	465	530	426	444	611	413	607	691	7135
2011-12	568	536	572	535	542	381	426	520	527	499	564	491	6161
2012-13	545	694	691	716	756	497	552	636	413	590	370	479	6939
2013-14	651	494	516	706	597	479	405	529	641	640	616	553	6827
2014-15	769	757	750	878	651	443	455	569	403	603	486	499	7263
2015-16	543	695	668	813	681	466	591	534	530	585	626	553	7285
2016-17	620	588	675	618	455	366	513	388	595	336	540	450	6144
2017-18	461	372											

## **STATUTORY ENVIRONMENT**

Local Government Act 1995

## **POLICY IMPLICATIONS**

None known

## **FINANCIAL IMPLICATIONS**

None known

## **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

### **Objective: Leadership**

***Strong Governance and leadership***

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

<b>Strategic Community Plan</b>		<b>Corporate Business Plan</b>	
<b>Outcome</b>	<b>Strategies</b>	<b>Action No.</b>	<b>Actions</b>
4.2.2	Continue to improve operational efficiencies and provide effective services	4.2.2.1	Review delivery of services for operational and cost effective efficiencies

## VOTING REQUIREMENT

Simple Majority

## OFFICER'S RECOMMENDATION

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

## COUNCIL RESOLUTION

**(197/2017) Moved: Cr Praetz; Seconded: Cr Mason**

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

***Carried 4/0***

### 8.1.2. ACCOUNTS FOR PAYMENT – AUGUST 2017

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	12 September 2017
Reporting Officer:	Tanya Ludlow, Finance Officer - Creditors
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.2 – Accounts for Payments

## SUMMARY

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

## BACKGROUND

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

## COMMENT

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

After payment of the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$37,226.38.

### **Previous Accounts for Payment report**

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

Bank Account	Payment Type	Last Number	First Number in report
Municipal	Cheque	020225	020226
Municipal & Trust & Police Licensing	EFT	EFT11400	EFT11401
Trust	Cheque	003371	No Payments
Edna Stevenson	Cheque	000060	No Payments

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

## STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations

## POLICY IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2017/2018 Annual Budget.

## COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

### Objective: Leadership

*Strong Governance and leadership*

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

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

## VOTING REQUIREMENT

Simple Majority

## OFFICER'S RECOMMENDATION

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

1. Cheque 020226 - 020231 payments in the Municipal Fund totalling \$9,019.75;
2. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$316,333.26;
3. Direct Debit (DD) payments in the Municipal Fund totalling \$8,621.20;
4. Payroll Journal (JNL) payments in the Municipal Fund totalling \$174,123.40;
5. Electronic Funds Transfer (EFT) payments in the Trust Fund totalling \$497.85;
6. Direct Debit (DD) payments in the Licensing Trust Fund totalling \$28,210.85; and
7. Total payments for August 2017 being \$536,806.31.

## COUNCIL RESOLUTION

*(198/2017) Moved: Cr Praetz; Seconded: Cr Mason*

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

1. Cheque 020226 - 020231 payments in the Municipal Fund totalling \$9,019.75;
2. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$316,333.26;
3. Direct Debit (DD) payments in the Municipal Fund totalling \$8,621.20;
4. Payroll Journal (JNL) payments in the Municipal Fund totalling \$174,123.40;
5. Electronic Funds Transfer (EFT) payments in the Trust Fund totalling \$497.85;
6. Direct Debit (DD) payments in the Licensing Trust Fund totalling \$28,210.85; and
7. Total payments for August 2017 being \$536,806.31.

*Carried 4/0*

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

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	12 September 2017
Reporting Officer:	Catherine Ospina Godoy – Manager Finance
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.3 - Credit card payments

**SUMMARY**

This report provides Council with a list of all financial dealings relating the use of credit card payments for the period 29<sup>th</sup> June to 28<sup>th</sup> July 2017

**BACKGROUND**

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

Council is presented with the monthly accounts for payment at each Council meeting, providing information of payments made for the reporting period (note **Attachment 8.1.3**). This report includes the monthly payment of the credit card debit to the National Australia Bank.

**COMMENT**

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

This report provides Council with detailed information of purchases paid for using the Shire of Corrigin Corporate Credit Cards.

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

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

**STATUTORY ENVIRONMENT**

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

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

Financial implications and performance to budget are reported to Council on a monthly basis. In this regard, expenditure must be in accordance with the 2017/2018 Annual Budget.



## COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

### Objective: Leadership

#### *Strong Governance and leadership*

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

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

## VOTING REQUIREMENT

Simple Majority

## OFFICER'S RECOMMENDATION

*That Council in accordance with Attachment 8.1.3 endorse credit card payments made for the period 29<sup>th</sup> June to 28<sup>th</sup> July 2017 was \$4,938.30.*

## COUNCIL RESOLUTION

*(199/2017) Moved: Cr Dickinson; Seconded: Cr Praetz*

*That Council in accordance with Attachment 8.1.3 endorse credit card payments made for the period 29<sup>th</sup> June to 28<sup>th</sup> July 2017 was \$4,938.30.*

*Carried 4/0*

### 8.1.4 MONTHLY FINANCIAL REPORT – AUGUST 2017

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	13 September 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.4 - Statement of Financial Activity

## SUMMARY

For Council to review and accept the monthly Financial Report for the month ending 31 August 2017.

## BACKGROUND

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

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

#### **COMMENT**

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

#### **STATUTORY ENVIRONMENT**

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

*R34 Local Government (Financial Management) Regulations 1996*

#### **POLICY IMPLICATIONS**

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

#### **FINANCIAL IMPLICATIONS**

Monthly Statement of Financial Activity.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

#### **Objective: Leadership**

***Strong Governance and leadership***

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

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

#### **VOTING REQUIREMENT**

Simple Majority

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

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

#### **COUNCIL RESOLUTION**

***(200/2017) Moved: Cr Praetz; Seconded: Cr Mason***

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

***Carried 4/0***

## **8.2. GOVERNANCE AND COMPLIANCE REPORTS**

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

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	September 2017
Reporting Officer:	Rob Paull Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	Various
Attachments:	Attachment 8.2.1 - Status Report

#### **SUMMARY**

To report back to Council actions performed under delegated authority from the period 1 August to 31 August 2017.

#### **BACKGROUND**

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

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

#### **COMMENT**

The following tables outline the actions performed within the organisation relative to delegated authority from the period 1 August to 31 August 2017 and are submitted to Council for information.

##### ***Bushfire***

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

##### ***Caravan parks and camp grounds***

No delegated decisions were undertaken by Shire pursuant to caravan parks and camping grounds matters from the period 1 August to 31 August 2017.

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

No delegated decisions were undertaken by Shire pursuant to the common seal from the period 1 August to 31 August 2017.

##### ***Dangerous Goods Safety Act 2004***

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

##### ***Food Act 2008***

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

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

No delegated decisions were undertaken by Shire pursuant to the Hawkers, traders and stall holders matters from the period 1 August to 31 August 2017.

**Liquor Laws**

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

**Lodging houses**

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

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

<b>Date of decision</b>	<b>Decision Ref.</b>	<b>Decision details</b>	<b>Applicant</b>	<b>Other affected person(s)</b>
24/08/2017	N/A	Waiving of fee for hire of community Bus	Corrigin Men's Shed	N/A

**Public Buildings**

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

**Septic Tank Approvals**

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

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

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

**Planning Approval**

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

**Building Permits**

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

**STATUTORY ENVIRONMENT**

*Building Act 2011*

*Bushfire Act 1954*

*Dangerous Goods Safety (Explosives) Regulations 2007*

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

*Health (Public Buildings) Regulations 1992*

*Liquor Control Act 1988*

*Local Government Act 1995 - Section 9.49A*

*Planning & Development Act 2005 – Part 10 Div. 2*

*Shire of Corrigin Planning Scheme No. 2 – Cl 8.8*

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

There are no known financial implications relating to this Item.

## **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

### **Objective: Leadership**

#### ***Strong Governance and leadership***

#### **Outcome 4.1 - 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

## **COUNCIL MEETING STATUS REPORT**

The following Status Report below is for Council information only.

## SHIRE OF CORRIGIN STATUS REPORT AS AT 11 SEPTEMBER 2017

MINUTE REFERENCE	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
20/2016 16/2/2016	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Adopt the draft "Planning Policy - Areas of Potential Flood Risk within the Corrigin Townsite" as included as Attachment 10.2.2(B) and</li> <li>2. Advertise in accordance with clause 7.3 of the Shire of Corrigin Town Planning Scheme No. 2 (District Planning Scheme).</li> <li>3. Directs that upon completion of the advertising period referred to in 1. above, the matter to be referred back to Council for further consideration.</li> <li>4. Council to request the CEO investigate the cost of remodelling the "flood map" for clarification of flood risk in the area.</li> </ol>	<ol style="list-style-type: none"> <li>1. CEO</li> <li>2. GEO</li> <li>3. CEO</li> <li>4. CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Advertising in Narrogin Observer 25/2/2016</li> <li>3. Assessment and referral to CEO to refer back to Council</li> <li>4. Council requested investigation by CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Completed</li> <li>3. Pending</li> <li>4. In Progress</li> </ol>
173/2016 19/07/2016	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the Correspondence from the Corrigin Masonic Lodge No. 120 W.A.C. ('Lodge') as provided in Attachment 8.2.2 to this Report.</li> <li>2. Resolve to request the Chief Executive Officer (CEO) to write to the Lodge: <ol style="list-style-type: none"> <li>a) seeking confirmation that it would be prepared to sell the portion of Lot 178 Kirkwood Street, Corrigin (approximately 3m x 90 m) currently occupied as a 'laneway' for a nominal price of \$1; and</li> <li>b) advising that until the 'laneway' is eventually transferred to the Shire, the Lodge be reminded that it will need to ensure it has suitable public liability for the 'laneway'.</li> </ol> </li> <li>3. Once written confirmation from the Lodge of the acceptance to sell the portion of Lot 178 (approximately 3m x 90 m) is confirmed and appropriate funds are included in the 2016/17 Budget, the Shire commences a survey to be undertaken followed by an application for Subdivision Approval from the Western Australian Planning Commission.</li> </ol>	<ol style="list-style-type: none"> <li>1. CEO</li> <li>2. CEO</li> <li>3. CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Letter sent</li> <li>3. Lodge has offered laneway for \$1.</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Completed</li> <li>3. Completed</li> </ol>

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	<p>4. Authorise the CEO to enter a part lease over Lot 178 Kirkwood St for an interim period covering the proposed PAW until such time as the creation and sale of the PAW is finalised.</p> <p>5. Should Subdivision Approval be received, the Shire President and Chief Executive Officer be authorised to enter into a contract of sale with appropriate use of the Common Seal and process the creation of the PAW reserve.</p>	<p>4. CEO</p> <p>5. CEO</p>	<p>4. Lease signed by Lodge</p> <p>5. Noted</p>	<p>4. Completed</p> <p>5. To be carried out post subdivision approval</p>
113/2017 20/06/2017	<p>That Council in accordance with section 3.16 of the Local Government Act 1995, undertakes a review of the following local laws:</p> <ul style="list-style-type: none"> <li>• Swimming Pool Memorial – 8/11/1962;</li> <li>• Pest Plants – 30/7/1982;</li> <li>• Trading in Public Places – 23/1/2001;</li> <li>• Standing Orders – 23/1/2001; and</li> <li>• Fencing – 26/9/2003.</li> </ul>	1. CEO/GPO	1. Process commenced	1. In Progress
124/2017 18/07/2017	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Agree to extend the Roe Regional Environmental Health Services Scheme Memorandum of Understanding (MOU) subject to the removal of Bruce Rock from the Cost Schedule.</li> <li>2. Agree to extend the Roe Regional Environmental Health Services Scheme Memorandum of Understanding (MOU) subject to the removal of Bruce Rock from the Cost Schedule.</li> <li>3. That the Chief Executive Officer be authorised to prepare and sign the necessary documentation on behalf of the Shire to undertake the extension of the Roe Regional Environmental Health Services Scheme MOU as provide for in 1. above.</li> </ol>	1. CEO/GPO	1. Process commenced	1. In Progress
155/2017 22/08/2017	That the matter be laid on the table.	1. CEO/DCEO	1. Process commenced	1. In Progress
157/2017 22/08/2017	That Council adopt a percentage value of 10% with a minimum value of \$10,000 that is considered to be a material variance as per regulation 34(5) of the Local Government (Financial Management) Regulations.	1. DCEO	1. Noted	1. Complete
158/2017 22/08/2017	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Grants a 2% discount for rates paid in full by the due date (Option 1);</li> </ol>	1. DCEO	1. Noted	1. Complete

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	<ol style="list-style-type: none"> <li>2. Offer a \$100 voucher to match those businesses who also offer a \$100 voucher as a rate payment incentive prize; and</li> <li>3. Grants rate payers who pay all rates in full by the due date (Option 1) entitlement to enter the rate incentive prize draw.</li> </ol>			
159/2017 22/08/2017	That Council adopts the Schedule of Fees and Charges as detailed for 2017/2018 as provided for in the Budget Document.	1. DCEO	1. Noted	1. Complete
160/2017 22/08/2017	<p>That Council elects to pay Councillors an annual attendance fee and adopts the following Councillors remuneration for 2017/2018:</p> <ul style="list-style-type: none"> <li>• Annual Councillor Sitting Fee \$3,553</li> <li>• President Annual Sitting Fee \$7,000</li> <li>• President Allowance \$7,500</li> <li>• Deputy President Allowance \$1,875</li> </ul>	1. DCEO	1. Noted	1. Complete
161/2017/2 22/08/2017	That Council elects to pay Councillors an annual 'Information, Communication, Technology' (ICT) Allowance and adopts an annual ICT Allowance of \$1,000 per elected member for 2017/2018.	1. DCEO	1. Noted	1. Complete
162/2017 22/08/2017	<ol style="list-style-type: none"> <li>1. That Council imposes an additional charge of \$10 per instalment notice and 5.5% interest rate where payment of rates is made by instalments.</li> <li>2. That a 100% exemption be applied to eligible pensioners, who have registered and are eligible for a rebate on their rates under the Rates and Charges (Rebates and Deferments) Act 1992, for the additional charge of \$10 per instalment notice.</li> </ol>	1. DCEO	1. Noted	1. Complete
163/2017 22/08/2017	<p>That Council adopts the following options for the payment of rates and charges for 2017/2018:</p> <p>Option 1 (Full Payment)</p> <ul style="list-style-type: none"> <li>• Full amount, less any entitled discount, of rates and charges including arrears to be paid on or before 35 days after the date of service appearing on the rate notice. Granting a 2% discount on this option.</li> </ul> <p>Option 2 (4 Instalments)</p> <ul style="list-style-type: none"> <li>• First instalment can be received on or before 35 days after the date of service appearing on the rate notice. This option is only allowed if all arrears (including accrued interest) is included in the first instalment.</li> </ul>	1. DCEO	1. Noted	1. Complete



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	<ul style="list-style-type: none"> <li>• Second instalment to be made on or before 95 days after the date of service appearing on the first rate notice.</li> <li>• Third instalment to be made on or before 155 days after the date of service appearing on the rate first notice.</li> <li>• Fourth instalment to be made on or before 217 days after the date of service appearing on the first rate notice.</li> </ul>			
164/2017 22/08/2017	That Council imposes penalty interest at the rate of 11% for all rates and charges that remain unpaid after the due date.	1. DCEO	1. Noted	1. Complete
165/2017 22/08/2017	<p>That Council, in accordance with section 67 of the Waste Avoidance and Resource Recovery Act 2007, imposes the following charges for 2017/2018 for the collection and disposal of refuse as follows:</p> <p>Domestic Rubbish Service - 1st Service \$400.00 (includes 120L Bin + 240L Recycling Bin)</p> <p>Commercial Rubbish Service - 1st Service \$460.00 (Includes 240L Bin + 240L Recycling Bin)</p> <p>Domestic/Commercial Rubbish Service – 2nd Service</p> <ul style="list-style-type: none"> <li>• For a 2nd 120L Waste Bin \$350.00</li> <li>• For a 2nd 240L Waste Bin \$410.00</li> <li>• Extra Recycle service – 240L Recycling Bin \$280.00</li> <li>• Eligible Pensioner Discount on Domestic Rubbish Service \$100.00</li> </ul>	1. DCEO	1. Noted	1. Complete
166/2017 22/08/2017	<p>That Council adopts the following rates to be imposed on rateable property for 2017/2018:</p> <p>General Rates:</p> <p>Gross Rental Value \$0.092141</p> <p>Unimproved Value \$0.015281</p> <p>Minimum Rates</p> <p>GRV - Corrigin \$375.00 Per Assessment</p> <p>GRV – Other \$200.00 Per Assessment</p> <p>UV \$375.00 Per Assessment</p>	1. DCEO	1. Noted	1. Complete
169/2017 22/08/2017	That Council adopts the 2017/2018 Annual Budget as amended in the Budget Document.	1. DCEO	1. Noted	1. Complete

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170/2017 22/08/2017	That Council, as part of the 2017/2018 Budget, approve the temporary overdraft limit of \$1,500,000 for the period up until 22 August 2019 and after revert back to an overdraft limit of \$100,000.	1. DCEO	1. Noted	1. Complete
171/2017 22/08/2017	That Council adopt the Capital Roadworks Program from 2017/18 – 2025/26 as provided in Attachment 8.1.18.	1. DCEO	1. Noted	1. Complete
172/2017 22/08/2017	That Council determines that the provision of services and facilities provided for in the 2017/2018 Budget comply, to its satisfaction, with the requirements of section 3.18(3) of the Local Government Act 1995.	1. DCEO	1. Noted	1. Complete
176/2017 22/08/2017	That Council: 1. Accept the offer dated 28 July 2017 for Lot 1 Lawton Way, Granite Rise Estate, Corrigin. 2. That Council consider acceptance of the offer referred to in 1. above pursuant to s.30 (2a)(b) of the Local Government (Functions and General) Regulations.	1. CEO	1-2 Noted	1-2 Complete (awaiting formal acceptance)
177/2017 22/08/2017	1. Authorises the Chief Executive Officer to offer for sale by Public Tender, Lots 2-7 (inclusive) 9-16 (inclusive) and 19-33 (inclusive) Granite Rise Estate, Corrigin as required by Section 3.58 of the Local Government Act 1995. 2. Requests the Chief Executive Officer to refer the matter back to Council at the conclusion of the Public Tender.	1. CEO	1. Noted  2. Process commenced	1. Complete  2. In Progress
179/2017 22/08/2017	That Council: 1. Authorise the Chief Executive Officer and Shire President to execute the relevant documents associated with any application to LandGate for new titles associated with land currently referred as Lots 78 to 83 (incl), 86 & 94 Janes Drive, Turner Avenue and Courboules Crescent, Corrigin. 2. Requests the Chief Executive Officer to seek the views of local and regional real estate agents as required to ascertain an estimated value of Lots 78 to 83 (incl), 85 & 94 Janes Drive, Turner Avenue and Courboules Crescent, Corrigin and to refer the matter back to Council for consideration.	1. CEO	1. Noted  2. Process commenced	1. Complete  2. In Progress
180/2017 22/08/2017	That Council: 1. Note that Amendment No. 5 to the Shire of Corrigin Local Planning Scheme No. 2 ("Scheme") has been advertised for public comment and three (3) submissions were received.		1. Noted	1-6 Noted and completed

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	<ol style="list-style-type: none"> <li>2. Adopt the recommendations in the 'Table of Submissions' which is included as Attachment 8.2.6B.</li> <li>3. In pursuance of Section 75 of the Planning and Development Act 2005 ("Act"), adopt Scheme Amendment No. 5 to the Scheme for final approval without modification by: <ol style="list-style-type: none"> <li>1. Recoding all lots classified 'Residential' zone in the Corrigin townsite from R12.5 to R20;</li> <li>2. Amending the Scheme Maps accordingly;</li> <li>3. Delete the current wording in Clause 5.2.1 of the Scheme Text and insert the following new wording:  "5.2.1 The Residential Design Code density which applies to land zoned for residential use within the Scheme Area is R20. However, notwithstanding any other provisions of the Scheme, where reticulated sewerage and water is available to a lot in the Corrigin townsite and where that lot is zoned 'Residential':  (a) subject to Sub-Clause (b), the local government may for the purposes of urban consolidation, consent to the development of a lot for the purposes of grouped dwellings at a maximum density of R40 on a lot/s greater than 1,500m<sup>2</sup> within any area coded R20 on the Scheme Map, subject to advertising of the required development application pursuant to Clause 6.3; and  (b) in determining any development application lodged pursuant to Sub-Clauses (a) above the local government shall consider, in addition to those matters listed in Clause 6.5, the objectives for all land classified Residential zone, any relevant Local Planning Policy and the likely impacts of the proposed development on the amenity of the immediate locality in which the proposed development is to be situated."</li> </ol> </li> <li>4. Determine that this proposed Amendment No. 5 is a "Standard Amendment" under Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons: <ol style="list-style-type: none"> <li>a) the amendment will have minimal impact on land in the scheme area that is not the subject of the amendment; and</li> </ol> </li> </ol>			
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	<p>b) the amendment will not result in any significant environmental, social, economic or governance impacts in the scheme area.”</p> <p>5. Authorise the Chief Executive Officer and Shire President to execute the relevant documents associated with Amendment No. 5.</p> <p>6. Authorise the Chief Executive Officer to lodge the formal documentation associated with Amendment No. 5 with the Western Australian Planning Commission (WAPC) to seek final approval by the Minister for Planning, and undertake any modifications that are required by the WAPC and / or Minister.</p>			
181/2017 22/08/2017	That Council endorse the Shire’s submission to the Economic Regulation Authority in relation to the draft report titled “Review of the Emergency Services Levy” as provided in Attachment 8.2.7B.	1. CEO	1. Noted	1. Complete
182/2017 22/08/2017	That Council note Attachment 8.2.8A and Attachment 8.2.8B in relation to the State Government’s decision to reduce the Direct Grants pool of the State Road Funds to the Local Government Program by the values of \$10.3 million in 2017/18 and \$9.8 million in subsequent years.	1. CEO	1. Noted	1. Complete
183/2017 22/08/2017	<p>That Council approves the application for planning approval submitted by Justin Bell (Landowner) to construct an 84m2 outbuilding with a reduced setback at Lot 45 (No.27) Janes Drive, Corrigin in accordance with the details of the plans submitted in support of the application subject to compliance with the following conditions and advice notes:</p> <p>Conditions</p> <ol style="list-style-type: none"> <li>1. The outbuilding shall have a maximum wall height of 3 metres and a maximum ridge height of 4 metres.</li> <li>2. All stormwater generated by the proposed outbuilding shall be managed and disposed of to the specifications and satisfaction of the Shire of Corrigin.</li> </ol> <p>Advice Note</p> <ol style="list-style-type: none"> <li>1. The development is to be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Corrigin having first been sought and obtained.</li> </ol>	1. CEO	1. Planning Approval prepared and sent.	1. Complete

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184/2017 22/08/2017	That Council appoints Miss Taryn Dayman to the position of Chief Executive Officer (Acting) for the following period: <ul style="list-style-type: none"> <li>From 26 August 2017 until 6 September 2017.</li> </ul>	1. CEO	1. Noted	1. Complete
185/2017 22/08/2017	That Council in accordance with sub section 5.23 (2) (c) and (d) of the Local Government Act 1995 and Clause 15.10 of the Standing Orders close the meeting to the public at 5.53	1. CEO	1. Noted	1. Complete
186/2017 22/08/2017	That Council: 1. Note the Report to Council. 2. Endorse 'Option 1' and provided in the Report. 3. Authorise the Chief Executive Officer in consultation with the Shire President to seek the necessary legal advice to carry out 'Option 1' utilising Shire funds.	1. CEO	1-3 Noted	1-3 Complete
188/2017 22/08/2017	That Council notes the WANDRRA PROJECT PROGRESS REPORT as provided as Attachment 13.1.	1. CEO	1. Noted	1. Complete

**OFFICER'S RECOMMENDATION**

*That Council accept the report outlining the actions performed under delegated authority for the period 1 August to 31 August 2017 and receive the Status Report as at 12 September 2017.*

**COUNCIL RESOLUTION**

***(201/2017) Moved: Cr Mason; Seconded: Cr Praetz***

***That Council accept the report outlining the actions performed under delegated authority for the period 1 August to 31 August 2017 and receive the Status Report as at 12 September 2017.***

***Carried 4/0***

Ms Ospina Godoy left the meeting at 3.48pm and did not return.

**8.2.2. GENERAL COMPLIANCE REPORTING FOR THE MONTH OF AUGUST 2017**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	12 August 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	N/A
Attachment Reference:	Attachment 8.2.2 - General Compliance Report

**SUMMARY**

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

**BACKGROUND**

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

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

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

**COMMENT**

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

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

**STATUTORY ENVIRONMENT**

There are no statutory obligations.

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

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

## COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

### Objective: Leadership

#### ***Strong Governance and leadership***

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

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

## VOTING REQUIREMENT

Simple Majority

## OFFICER'S RECOMMENDATION

*That Council acknowledge the General Compliance Report for August 2017 as provided in Attachment 8.2.2.*

## COUNCIL RESOLUTION

***(202/2017) Moved: Cr Praetz ; Seconded: Cr Mason***

***That Council acknowledge the General Compliance Report for August 2017 as provided in Attachment 8.2.2.***

***Carried 4/0***

### **8.2.3. BOWLING CLUB UPGRADE COMMUNITY SPORTING AND RECREATION FACILITIES FUND (CSRFF) APPLICATION**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	14 September 2017
Reporting Officer:	Heather Talbot, Governance Projects Officer
Disclosure of Interest:	No interest to disclose
File Number:	GS 0018
Attachment Reference:	Attachment 8.2.3 - Grant Application

Cr Des Hickey had declared an impartiality interest in Agenda Item 8.2.3 due to being a member of the Bowling Club.

## SUMMARY

As part of the grant process for the Department of Local Government, Sport and Cultural Industries (Department), Council is required to endorse the current round of applications to the Community Sporting and Recreation Facilities Fund (CSRFF) annual grants program. Applications are due with the Department 4pm Friday 29 September 2017.

## **BACKGROUND**

As Council is aware the Corrigin Bowling Club is seeking assistance to upgrade the playing greens from natural turf to synthetic greens as well as an upgrade to the green surrounds. Council assisted with part funding of a Needs and Feasibility study in the last financial year.

At the June 2017 Ordinary meeting of Council the recommendations from the Needs and Feasibility Study were accepted by Council and it was agreed to invite the Corrigin Bowling Club to request Council in writing to include a contribution (monetary and in-kind) towards the completion of improvements to the Corrigin Bowling Club in the revised 'Long Term Financial Plan' and for the Club to advise the Shire as to what contribution the Club will make.

The Club has since written to Council seeking funding of \$130,000 cash for a development of the Bowling Club which is a total cost of \$483,521 (plus GST). At a meeting with representatives of the Bowling Club and the Department, the Governance Projects Officer and CEO it was agreed that as the club was not registered for GST and the land that the Club is situated on is Council property that in-kind support would be provided in the form of Council submitting the CSRFF grant application and co-managing the project.

## **COMMENT**

A grant application has been prepared on the basis of one third from the Department of Local Government, Sport and Cultural Industries (\$161,174 plus GST), with \$130,000 from the Shire of Corrigin and the remainder of \$192,347 from the Corrigin Bowling Club (**Attachment 8.2.3**).

Council is required to endorse all CSRFF applications and prioritise applications if more than one. No other applications were received from the community for CSRFF proposals for 2018/19.

## **STATUTORY ENVIRONMENT**

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

## **POLICY IMPLICATIONS**

There are no known policies relevant to this matter.

## **FINANCIAL IMPLICATIONS**

Council will be requested to place allocations in the Budgets for 2017/18 and 2018/19 that supports the grant application.

## **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

### **Objective: 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	Provide support in leadership & governance of local sports clubs and groups
		3.1.1.2	Assist sport and recreation clubs in accessing grant funding opportunities



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3.1.2	Continue to provide infrastructure to support social wellbeing of the community	3.1.2.1	Provide well serviced and maintained infrastructure that can be utilised by the community for the provision of social and wellbeing activities in accordance with asset management plan.
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**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council:*

1. *As its first priority, supports an application being prepared for 2018/19 (Attachment 8.2.3) and to be submitted by the Shire to the Department of Local Government, Sport and Cultural Industries Community Sporting and Recreation Facilities Fund for redevelopment of the Corrigin Bowling Club including the installation of synthetic greens and upgrade of surrounds.*
2. *Allocates sufficient funds as part of the Long Term Financial Plan in the 2017/18 and 2018/19 Budgets for the completion of the required works based on an allocation of \$130,000 by the Shire of Corrigin, one third from the Department of Local Government, Sport and Cultural Industries and the remainder from the Corrigin Bowling Club. Any cost overruns to be provided by the Corrigin Bowling Club.*

**COUNCIL RESOLUTION**

**(203/2017) Moved: Cr Mason; Seconded: Cr Dickinson**

1. ***As its first priority, supports an application being prepared for 2018/19 (Attachment 8.2.3) and to be submitted by the Shire to the Department of Local Government, Sport and Cultural Industries Community Sporting and Recreation Facilities Fund for redevelopment of the Corrigin Bowling Club including the installation of synthetic greens and upgrade of surrounds.***
2. ***Allocates sufficient funds as part of the Long Term Financial Plan in the 2017/18 and 2018/19 Budgets for the completion of the required works based on an allocation of \$130,000 by the Shire of Corrigin, one third from the Department of Local Government, Sport and Cultural Industries and the remainder from the Corrigin Bowling Club. Any cost overruns to be provided by the Corrigin Bowling Club.***

***Carried 4/0***

**8.2.4. REVIEW OF THE SHIRE OF CORRIGIN LOCAL LAWS**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	14 September 2017
Reporting Officer:	Heather Talbot, Governance Projects Officer
Disclosure of Interest:	No interest to disclose
File Number:	LE 0002
Attachment Reference:	Attachment 8.2.4 – Report of Local Laws Report

## **SUMMARY**

In accordance with section 3.16 of the Local Government Act 1995 a local government is required to conduct a review of its local laws at least every 8 years to determine if a local law should be repealed or amended.

## **BACKGROUND**

The Shire of Corrigin has local laws relating to the following:

- Health
- Animals, Environment and Nuisance
- Swimming Pool Memorial
- Pest Plants
- Trading in Public Places
- Fencing
- Standing Orders

At its June 2017 Council resolved to undertake a review of its local laws. Council gave six weeks public notice of its intention to review its local laws and inviting submissions from the public closing 25 August 2017. No submissions from the public were received.

A report on the review of Council's local laws is included in **Attachment 8.2.4**.

## **COMMENT**

It is recommended that Council adopt the review of the Shire of Corrigin Local Laws relating to Health; Animals, Environment and Nuisance; Swimming Pool Memorial; Pest Plants; Trading in Public Places; Fencing; and Standing Orders and retains without amendment the local laws relating to the following:

- Health;
- Trading in Public Places; and
- Pest Plants

As decided at the July 2017 meeting that Council continue with progress towards the adoption of a Shire of Corrigin Animal, Environment and Nuisance Amendment Local Law 2016. Repeals the Local Law relating to Fencing and Standing Orders and adopt a new Local Law relating to Fencing and Standing Orders. The Shire of Capel has a good example of a new Fencing Local Law and staff will investigate options for the new local law relating to Standing Orders looking a Council's with similarities to the Shire of Corrigin.

Repeals the Swimming Pool Memorial Local Law which is no longer required and consider the adoption of two new local laws relating to Cemeteries and Dogs. The two new local laws will be based on the model local laws provided by WALGA or local laws at other Local Governments that have similar issues in relation to these two areas. The ranger service will be consulted to provide advice on the issues requiring control.

## **STATUTORY ENVIRONMENT**

*Local Government Act 1995, section 3.16* – Periodic review of local laws.

## **POLICY IMPLICATIONS**

There are no known policies relevant to this matter.

## **FINANCIAL IMPLICATIONS**

Costs relating to the Gazettal of new local laws, repeals and amendments.

## COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

### Objective: Leadership

#### **Strong Governance and leadership**

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

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.2.2	Continue to improve operational efficiencies and provide effective services	4.2.2.1	Review delivery of services for operational and cost effective efficiencies

## VOTING REQUIREMENT

Simple Majority

## OFFICER'S RECOMMENDATION

*That Council in accordance with s 3.16 of the Local Government Act 1995:*

- Adopts the Report of the Review of the Shire of Corrigin Local Laws Relating to Health; Animals, Environment and Nuisance; Trading in Public Places; Fencing; Standing Orders; Swimming Pool Memorial; and Pest Plants (Attachment 8.2.4) and retains without amendment the local laws relating to the following;*
  - Health;*
  - Trading in Public Places; and*
  - Pest Plant.*
- Progress the adoption of a Shire of Corrigin Animal, Environment and Nuisance Amendment Local Law 2016.*
- Repeals the Local Law relating to Fencing and adopt a new Local Law relating to Fencing in accordance with section 3.12 of the Local Government Act 1995.*
- Repeals the Local Law relating to Standing Orders and adopt a new Local Law relating to Standing Orders in accordance with section 3.12 of the Local Government Act 1995.*
- Repeals the Swimming Pool Memorial Local Law.*
- Progress the adoption of two new local laws relating to:*
  - Cemeteries; and*
  - Dogs.*

## COUNCIL RESOLUTION

**(204/2017) Moved: Cr Praetz; Seconded: Cr Mason**

***That Council in accordance with s 3.16 of the Local Government Act 1995:***

- Adopts the Report of the Review of the Shire of Corrigin Local Laws Relating to Health; Animals, Environment and Nuisance; Trading in Public Places; Fencing; Standing Orders; Swimming Pool Memorial; and Pest Plants (Attachment 8.2.4) and retains without amendment the local laws relating to the following;***
  - Health;***
  - Trading in Public Places; and***
  - Pest Plant.***

7. **Progress the adoption of a Shire of Corrigin Animal, Environment and Nuisance Amendment Local Law 2016.**
8. **Repeals the Local Law relating to Fencing and adopt a new Local Law relating to Fencing in accordance with section 3.12 of the Local Government Act 1995.**
9. **Repeals the Local Law relating to Standing Orders and adopt a new Local Law relating to Standing Orders in accordance with section 3.12 of the Local Government Act 1995.**
10. **Repeals the Swimming Pool Memorial Local Law.**
11. **Progress the adoption of two new local laws relating to:**
  - **Cemeteries; and**
  - **Dogs.**

**Carried 4/0**

#### **8.2.5. SHIRE OF CORRIGIN SIGNAGE POLICY (DRAFT)**

Applicant:	Shire of Corrigin
Location:	N/A
Date:	10 September 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	Register of Policies
Attachment Reference:	Attachment 8.2.5 - Draft <i>Shire of Corrigin Signage Policy</i>

#### **SUMMARY**

This report relates to the inclusion of an additional Council Policy relating to the type and positioning of Shire signage to provide guidance to the organisation with respect to 'branding' the Shire and orientating of visitors using an appropriate combination of signs.

#### **COMMENT**

The draft *Shire of Corrigin Signage Policy* (note **Attachment 8.2.5**) has been developed in response to the Shire's need for a consistent and integrated approach to entry and information signage across the Shire. The Policy seeks to establish a hierarchy of integrated signs for use within road reserves and on Council owned reserves.

This draft Policy will enable Council to ensure that signs erected provide clarity of direction, while being complimentary to the natural environment of the Shire. The draft Policy establishes the types of directional signs, categorised by their purpose that are consistent, legible, informative and attractive. The draft Policy seeks to:

- assist with 'branding' the Shire and orientating of visitors using an appropriate combination of signs;
- provide directions to the key destinations, attractions and activities in the town centre;
- establish a visual image of Shire of Corrigin through a coordinated physical and visual presentation that meets both regulatory and visual needs;
- provide consistent branding of the Shire that advises road users about the route they are following and gives directions and distances to Corrigin on the route; and
- provide information about Corrigin and businesses operating in the Shire at key sites.
- preserve and provide direction to key places of historical significance within the Shire and recognise the names of various localities within the Shire boundaries.

#### **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**

There are no known policies relevant to this matter.

However, the adoption of the Policy will provide the corporate direction and current management practices of the Shire in relation to ‘branding’ the Shire and orientating of visitors using an appropriate combination of signs.

**FINANCIAL IMPLICATIONS**

There are no significant direct financial implications for the current budget as a result of the adoption of the ‘Shire of Corrigin Signage Policy’, however, the proposed policy will in some part direct the activities of Shire into the future and thereby have significant effect on the formulation of future budgets.

**COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

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

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

**OFFICER’S RECOMMENDATION**

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

1. *Adopt the ‘1.12 Shire of Corrigin Signage Policy’ as provided for in Attachment 8.2.5 to form part of the Shire of Corrigin Register of Policies.*

**COUNCIL RESOLUTION**

***(205/2017) Moved: Cr Praetz; Seconded: Cr Dickinson***

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

1. ***Adopt the ‘1.12 Shire of Corrigin Signage Policy’ as provided for in Attachment 8.2.5 to form part of the Shire of Corrigin Register of Policies.***

***Carried 4/0***

### **8.3 WORKS AND GENERAL PURPOSES REPORTS**

**There were no Works and General Purposes Reports.**

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

No Notice of Motions were received for the next meeting.

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

For information:

- Attendance at the Senior Citizens meeting (Corrigin).
- Attendance at the Wheatbelt Aged Housing Alliance meeting (Wickepin).
- Meeting with representatives from Gigglepots (Corrigin).
- Meeting with representatives from the Corrigin Netball Club (Corrigin).
- Meeting with legal representatives and SITE Architects in relation to the building matters associated with CREC (Perth).
- Attendance at the Tidy Towns meeting (Corrigin).
- Attendance at the emergency training exercise at the Transfer Station (Corrigin).
- Attendance with the Deputy President at the LEMC meeting (Corrigin).
- Undertook interviews for the GEO position (Corrigin).
- Undertook interviews with Roe ROC CEO's for the EHO position (Corrigin).

### **11 PRESIDENT'S REPORT**

The Deputy President reported that he had attended the LEMC meeting (Corrigin) with the CEO.

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

#### Bullaring Communication Tower

*Cr Praetz questioned the purpose of the recently constructed communications Tower at Bullaring and whether it had the capability to provide an improvement to local mobile phone reception. The Chief Executive Officer (CEO) advised that the Planning Approval issued in June 2017 was for submitted to establish 'Telecommunications Infrastructure' upon Lot 18 (No. 20) Attwood Street, Bullaring and could without further input from the Shire, be used to improve local mobile phone reception.*

*The CEO advised that he had contacted Telstra and advised that there was a desperate need for improved mobile network in the locality. He was informed that Bullaring was a 'mobile blackspot' and that there was every possibility that in the near future that the tower could be used to improve mobile reception. The CEO suggested that residents should contact Telstra directly to enforce the need for improved mobile services to Bullaring.*

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

#### **COUNCIL RESOLUTION**

**(206/2017) Moved Cr Mason; Seconded Cr Dickinson**

**That Council accept Item 13.1 WANDRRA PROJECT PROGRESS REPORT as Urgent Business.**

**Carried 4/0**

### 13.1 WANDRRA PROJECT PROGRESS REPORT

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	18 September 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	A727
Attachment Reference:	Attachment 13.1 – WANDRRA PROJECT PROGRESS REPORT

#### 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. The damage was widespread throughout the Shire, with the majority of the damage confined to the south-west corner and which mainly consists of road carriageway and road shoulder scours, areas where unsealed gravel road pavements have been washed away, destroyed or blocked piped culverted, destruction or dislocation of culvert headwalls and silting of table and cut-off drains.

#### COMMENT

Core Business Australia Pty Ltd (CORE) as Supervisor for 'AGRN743 Corrigin Flood Recovery Minor Works' has prepared an update of the works to be undertaken (**Attachment 13.1**).

#### 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

There are no known financial implications relating to this Item.

## **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

### **Objective: Economic**

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

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

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

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

*That Council notes the WANDRRA PROJECT PROGRESS REPORT as provided as Attachment 13.1.*

### **COUNCIL RESOLUTION**

**(207/2017) Moved Cr Mason; Seconded Cr Praetz**

***That Council notes the WANDRRA PROJECT PROGRESS REPORT as provided as Attachment 13.1.***

***Carried 4/0***



**14 INFORMATION BULLETIN**

There was no business arising from the Information Bulletin.

**15 WALGA AND CENTRAL ZONE MOTIONS**

There were no WALGA and central zone motions

**16 NEXT MEETING**

The next ordinary meeting of Council is scheduled for Tuesday 17 October 2017 at 9 Lynch Street Corrigin commencing at 3pm.

**17 MEETING CLOSURE**

There being no further business to discuss, the Chairperson thanked everyone for their attendance and closed the meeting at 4.26pm.

President: \_\_\_\_\_ Date: \_\_\_\_\_