

SHIRE OF CORRIGIN AGENDA



21 February
2017

ORDINARY COUNCIL MEETING

Agenda for the Ordinary Council Meeting to be held on Tuesday 21 February 2017 commencing at 3.00pm in the Council Chambers.

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Notice of Meeting

*The next Ordinary Meeting of Council for the Shire of Corrigin will be held on Tuesday 21 February 2017
at the Council Chambers 9 Lynch Street Corrigin commencing at 3.00pm.*

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Rob Paull – Chief Executive Officer

Order of Business

Ordinary Council Meeting to be held on Tuesday 21 February 2017

12.30 pm	<i>Lunch</i>
1.30 pm	<i>Discussion Period</i>
2.30 pm	<i>Afternoon Tea</i>
3.00 pm	<i>Council Meeting</i>
5.00 pm	<i>Nibbles</i>

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*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

1. DECLARATION OF OPENING.....	7
2. ATTENDANCE /APOLOGIES/LEAVE OF ABSENCE	7
3. PUBLIC QUESTION TIME	7
4. MEMORIALS.....	7
5. PETITIONS/DEPUTATIONS/PRESENTATIONS /SUBMISSIONS.....	7
6. DECLARATIONS OF INTEREST	7
7. CONFIRMATION AND RECEIPT OF MINUTES	7
7.1. PREVIOUS COUNCIL MEETINGS AND BUSINESS ARISING FROM MINUTES – ATTACHMENT 7.1..	7
7.2. COMMITTEE MEETINGS AND BUSINESS ARISING FROM MINUTES	7
7.2.1. SHIRE OF CORRIGIN ANNUAL ELECTORS MEETING.....	7
8. MATTERS REQUIRING A COUNCIL DECISION.....	8
8.1. CORPORATE & COMMUNITY SERVICES REPORTS	8
8.1.1. CORRIGIN COMMUNITY RESOURCE CENTRE.....	8
8.1.2. ACCOUNTS FOR PAYMENT – DECEMBER 2016	12
8.1.3. ACCOUNTS FOR PAYMENT – JANUARY 2017.....	14
8.1.4. ACCOUNTS FOR PAYMENT – CREDIT CARDS FOR THE PERIOD 29 OCTOBER 2016 TO 27 NOVEMBER 2016.....	16
8.1.5. ACCOUNTS FOR PAYMENT – CREDIT CARDS FOR THE PERIOD 29 NOVEMBER 2016 TO 28 DECEMBER 2016	18
8.1.6. MONTHLY FINANCIAL REPORT – DECEMBER 2016	20
8.1.7. MONTHLY FINANCIAL REPORT – JANUARY 2017	22
8.2. GOVERNANCE AND COMPLIANCE REPORTS.....	24
8.2.1. ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR THE MONTH OF NOVEMBER 2016.....	24
8.2.2. MEMBER NOMINATION – WHEATBELT JOINT DEVELOPMENT ASSESSMENT PANEL... 	39
8.2.3. PUBLIC HEALTH ACT 2016 AND HEALTH (ASBESTOS) REGULATIONS 1992, AND THE LOCAL GOVERNMENT ACT 1995 - COUNCIL DELEGATIONS	43
8.2.4. REQUEST FOR ACCESS OVER PORTION OF LOT 35 CENTENARY AVENUE TO LOT 52 CORRIGIN-BRUCE ROCK ROAD, CORRIGIN	46

8.2.5.	PROPOSAL TO CLOSE UNCONSTRUCTED RIGHT OF WAY ABUTTING LOTS 469 AND 502 (RESERVE 33565) GOYDER STREET.....	49
8.2.6.	REVIEW OF FIRE MAPPING ARRANGEMENTS FOR THE SHIRE OF CORRIGIN	52
8.2.7	INCIDENT MANAGEMENT AND BUSINESS CONTINUITY.....	56
8.3	WORKS AND GENERAL PURPOSES REPORTS	58
9	NOTICE OF MOTIONS FOR THE NEXT MEETING.....	58
10	CHIEF EXECUTIVE OFFICER'S REPORT	58
	APPOINTMENT OF CHIEF EXECUTIVE OFFICER (ACTING)	58
11	PRESIDENT'S REPORT	60
12	COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEMS	60
13	URGENT BUSINESS APPROVED BY THE PRESIDENT OR BY A DECISION OF THE COUNCIL	60
14	INFORMATION BULLETIN.....	60
15	WALGA AND CENTRAL ZONE MOTIONS.....	60
16	NEXT MEETING.....	60
17	MEETING CLOSURE.....	60

1. DECLARATION OF OPENING

2. ATTENDANCE /APOLOGIES/LEAVE OF ABSENCE

Shire President	Cr. L Baker
Deputy Shire President	Cr. D L Hickey
	Cr. T J Pridham
	Cr. J A Mason
	Cr. S G Hardingham
	Cr. B D Praetz
	Cr. M B Dickinson

Chief Executive Officer	R L Paull
Deputy Chief Executive Officer	T L Dayman
Governance Officer - Records	H M Auld

APOLOGIES

Manager Finance	D C Ospina Godoy
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LEAVE OF ABSENCE

3. PUBLIC QUESTION TIME

4. MEMORIALS

It was advised that Ray and Wendy McMeikan have passed away since the last meeting.

5. PETITIONS/DEPUTATIONS/PRESENTATIONS /SUBMISSIONS

6. DECLARATIONS OF INTEREST

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. PREVIOUS COUNCIL MEETINGS AND BUSINESS ARISING FROM MINUTES – Attachment 7.1

That the minutes of the Ordinary Meeting of Council held on Tuesday 20 December 2016 (Attachment 7.1) be confirmed as a true and correct record.

7.2. COMMITTEE MEETINGS AND BUSINESS ARISING FROM MINUTES

7.2.1. SHIRE OF CORRIGIN ANNUAL ELECTORS MEETING

That the minutes of the Shire of Corrigin Annual Electors Meeting held on Monday 13 February 2017 (Attachment 7.2.1) be confirmed as a true and correct record.

OFFICER'S RECOMMENDATION

That the minutes of the Shire of Corrigin Annual Electors Meeting held on Monday 13 February 2017 (Attachment 7.2.1) be confirmed as a true and correct record.

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

Road Safety Community Grants

Application successful for "BikeWeek" - Funding amount \$350

CORRIGIN CRC Monthly Usage –December 2016:

CUSTOMERS ACCESSING 'FEE FOR SERVICE' and SALES					
SERVICES / FEES	MTHLY	YTD from July 16	SALES	MTHLY	YTD from July 16
Internet Use / Computer Use	45	312	Phonebook Sales	7	186
Photocopying / Printing / Faxing	37	249	Moments In Time Books	3	6
Laminating / Binding / Folding	4	30	Books Sales	0	2
Secretarial Services / Scans / CD Burn	3	42	Wrapping Paper / Postcard Sales	0	1
Room Hire	8	71	Polo Shirt / Eco Bag Sales	2	7
Equipment Hire	6	18	Phonecalls	0	51
Training / Course Fees	0	22	Sale of Assests	0	0
Resource Centre Membership Fees	8	9	Comedy Show - Ticket Sales	0	0
Exam Supervision	0	0	Movies in the Park - BBQ Sales	0	0
Movie Club Fees	1	30			
Total	112		Total	12	
<i>Monthly People through :</i>	124				
CUSTOMERS ACCESSING 'CORRIGIN CRC SERVICES'					
SERVICE	MTHLY	YTD from July 16	SERVICE	MTHLY	YTD from July 16
Department of Human Services	3	183	Broadband for Seniors (+Webina	2	46
Phonebook Enquiries	2	30	General Enquiries (Face to Face)	68	605
Tourism	31	206	General (Email/Phone/Website/F	89	731
Government Access Point	3	36	Corrigin Toy Library	7	39
Conferences/Training / Westlink	36	396	TR Homes (Referrals)	0	2
Video Conference	1	20			
Total	76		Total	166	
<i>Monthly People through :</i>	242				
TOTAL FOR THE MONTH OF DECEMBER:	366				

Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on

Tuesday 21 February 2017

COMMUNITY ECONOMIC / BUSINESS and SOCIAL DEVELOPMENT BOOKINGS		
Description	No's	Room
Skill Hire - Employment	4	Video Conference
Hollyoak - Drug and Alcohol Counselling	7	Professional Office
Forrest Personnel - Employment Services	1	Professional Office
Scam Alert	3	Video Conference
Movie Club - December	10	Conference Room
Hollyoak - Drug and Alcohol Counselling	7	Professional Office
Forrest Personnel - Employment Services	3	Professional Office
Hollyoak - Drug and Alcohol Counselling	1	Professional Office

CORRIGIN CRC - Annual Summary Report:

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YEAR TOTAL
2007-08	535	613	537	714	511	520	561	510	625	733	576	469	6904
2008-09	479	444	581	532	501	411	417	501	575	525	543	651	6160
2009-10	629	682	626	757	590	727	421	623	715	529	491	539	7329
2010-11	708	610	871	759	465	530	426	444	611	413	607	691	7135
2011-12	568	536	572	535	542	381	426	520	527	499	564	491	6161
2012-13	545	694	691	716	756	497	552	636	413	590	370	479	6939
2013-14	651	494	516	706	597	479	405	529	641	640	616	553	6827
2014-15	769	757	750	878	651	443	455	569	403	603	486	499	7263
2015-16	543	695	668	813	681	466	591	534	530	585	626	553	7285
2016-17	620	588	675	618	455	366							62003

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

None known

FINANCIAL IMPLICATIONS

None known

COMMUNITY & STRATEGIC OBJECTIVES

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

Focus area: Various

Goal : Various

The operation and activities of the Corrigin Community Resource centre meets a variety of focus areas and goals.

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

STRATEGIC THEMES

Various

Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on

Tuesday 21 February 2017

COMMUNITY ECONOMIC / BUSINESS AND SOCIAL DEVELOPMENT BOOKINGS		
Description	No's	Room
Movies in the Park January - Bad Moms	50	Miss B's Park
Hollyoak - Drug and Alcohol Counselling	3	Professional Office
Skill Hire - Employment	5	Video Conference
Hollyoak - Drug and Alcohol Counselling	3	Video Conference
Movies in the Park January - The BFG	45	Miss B's Park
Forrest Personnel - Employment Services	3	Professional Office
Primarys Workshop	8	Conference Room
Movies in the Park January - Sully	25	Miss B's Park
Hollyoak - Drug and Alcohol Counselling	4	Professional Office
Movies in the Park January - Blood Father	25	Miss B's Park

The operation and activities of the Corrigin Community Resource centre meets a variety of focus areas and goals.

VOTING REQUIREMENT

Simple Majority

CORRIGIN CRC Monthly Usage – January 2017:

CUSTOMERS ACCESSING 'FEE FOR SERVICE' and SALES					
SERVICES / FEES	MTHLY	YTD from July 16	SALES	MTHLY	YTD from July 16
Internet Use / Computer Use	55	367	Phonebook Sales	1	187
Photocopying / Printing / Faxing	39	288	Moments In Time Books	0	6
Laminating / Binding / Folding	11	41	Books Sales	0	2
Secretarial Services / Scans / CD Burn	6	48	Wrapping Paper / Postcard Sales	2	3
Room Hire	8	71	Polo Shirt / Eco Bag Sales	1	8
Equipment Hire	1	19	Phonecalls	0	51
Training / Course Fees	0	22	Sale of Assests	0	0
Resource Centre Membership Fees	1	11	Comedy Show - Ticket Sales	0	0
Exam Supervision	0	0			
Movie Club Fees	0	30			
Total	121		Total	4	
<i>Monthly People through :</i>	125				
CUSTOMERS ACCESSING 'CORRIGIN CRC SERVICES'					
SERVICE	MTHLY	YTD from July 16	SERVICE	MTHLY	YTD from July 16
Department of Human Services		183	Video Conference	0	20
Phonebook Enquiries	15	45	Broadband for Seniors (+Webina	1	47
Tourism	13	219	General Enquiries (Face to Face/	120	1336
Government Access Point	7	43	Corrigin Toy Library	7	39
Community Information	54	54	TR Homes (Referrals)	0	2
Conferences/Training / Westlink	171	567			
Total	260		Total	128	
<i>Monthly People through :</i>	388				
TOTAL FOR THE MONTH OF JANUARY:	513				

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

None known

FINANCIAL IMPLICATIONS

None known

COMMUNITY & STRATEGIC OBJECTIVES

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

CORRIGIN CRC - Annual Summary Report:

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

Focus area: Various

Goal : Various

The operation and activities of the Corrigin Community Resource centre meets a variety of focus areas and goals.

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

STRATEGIC THEMES

Various

The operation and activities of the Corrigin Community Resource centre meets a variety of focus areas and goals.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the Corrigin Community Resource Centre Reports for December 2016 and January 2017.

8.1.2. ACCOUNTS FOR PAYMENT – DECEMBER 2016

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 February 2017
Reporting Officer:	Belinda Fidge, Finance Officer - Creditors
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	8.1.2

SUMMARY

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

BACKGROUND

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

COMMENT

The cheque, EFT and Direct Debit payments that have been raised for the Council meeting and also during the month of December 2016 are attached.

After payment of the following cheque EFT and Direct Debit payments, the balance of creditors will be \$3,497.38.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2016/2017 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

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

1. *Cheques 20147 - 20152 payments in the Municipal fund totalling \$25,144.20;*
2. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$393,691.69;*
3. *Direct Debit (DD) payments in the Municipal Fund totally \$6,361.47;*
4. *Electronic Funds Transfer (EFT) payments in the Trust Fund totalling \$1,708.65;*
5. *Direct Debit (DD) payments in the Licensing Trust Account \$57,928.95; and*
6. *Total payments for December 2016 \$484,834.96.*

8.1.3. ACCOUNTS FOR PAYMENT – JANUARY 2017

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 February 2017
Reporting Officer:	Belinda Fidge, Finance Officer - Creditors
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	8.1.3

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 January 2017 are attached. After payment of the following cheque EFT and Direct Debit payments, the balance of creditors will be \$3,641.37.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2016/2017 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

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

1. *Cheques 20153-20157 payments in the Municipal fund totalling \$15,271.79;*
2. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$374,470.23;*
3. *Direct Debit (DD) payments in the Municipal Fund totally \$15,294.59;*
4. *Cheques 057 - 058 payments in the Edna Stevenson Trust Fund totalling \$1,148.85;*
5. *Electronic Funds Transfer (EFT) payments in the Trust Fund totalling \$568.10;*
6. *Direct Debit (DD) payments in the Licensing Trust Account \$68,445.00; and*
7. *Total payments for January 2017 \$475,198.56.*

**8.1.4. ACCOUNTS FOR PAYMENT – CREDIT CARDS FOR THE PERIOD 29 OCTOBER 2016 TO 27
NOVEMBER 2016**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 February 2017
Reporting Officer:	Catherine Ospina Godoy, Finance Manager
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	8.1.4

SUMMARY

This report provides Council with a list of all financial dealings relating the use of credit card payments for the period 29 October to 27 November 2016.

BACKGROUND

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

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

COMMENT

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

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

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

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

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council in accordance with Attachment 10.1.2 endorse credit card payments made for the period 29 October 2016 to 27 November 2016 totalling \$4,132.50.

**8.1.5. ACCOUNTS FOR PAYMENT – CREDIT CARDS FOR THE PERIOD 29 NOVEMBER 2016 TO
28 DECEMBER 2016**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 February 2017
Reporting Officer:	Catherine Ospina Godoy, Finance Manager
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	8.1.5

SUMMARY

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

BACKGROUND

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

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

COMMENT

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

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

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

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

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council in accordance with Attachment 10.1.2 endorse credit card payments made for the period 29 November 2016 to 28 December 2016 totalling \$3,737.42.

8.1.6. MONTHLY FINANCIAL REPORT – DECEMBER 2016

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 February 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.6 Monthly financial statements

SUMMARY

For Council to review and accept the monthly Financial Report for the month ending 31 January 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 8.1.6**.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Monthly Statement of Financial Activity.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accept the Statement of Financial Activity for the month ending 31 January 2017 included as Attachment 8.1.6 and as presented, along with notes of any material variances.

8.1.7. MONTHLY FINANCIAL REPORT – JANUARY 2017

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 February 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.7 Monthly financial statements

SUMMARY

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

BACKGROUND

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

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

COMMENT

A variance report is included with the monthly financial statements as **Attachment 8.1.7**.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Monthly Statement of Financial Activity.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accept the Statement of Financial Activity for the month ending 31 December 2016 included as Attachment 8.1.7 and as presented, along with notes of any material variances.

8.2. GOVERNANCE AND COMPLIANCE REPORTS

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

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 February 2017
Reporting Officer:	Holly Auld, Governance Officer - Records
Disclosure of Interest:	No interest to disclose
File Number:	Various
Attachments:	Nil

SUMMARY

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

BACKGROUND

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

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

COMMENT

The following tables outline the actions performed within the organisation relative to delegated authority from the period 1 December to 31 January 2016 and are submitted to Council for information.

Bushfire

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

Caravan parks and camp grounds

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

Common Seal

No delegated decisions were undertaken by Shire pursuant to the common seal from the period 1 December to 31 January 2016.

Dangerous Goods Safety Act 2004

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

Food Act 2008

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

Hawkers, traders and stall holders

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

Liquor Laws

No delegated decisions were undertaken by Shire pursuant to Liquor Control Act 1988 from the period 1 December to 31 January 2016.

Lodging houses

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

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

Date of decision	Decision Ref.	Decision details	Applicant	Other affected person(s)
13/02/2017	N/A	Swimming Pool fees for triathlon participants to be waived	Gary Harris	Shire of Corrigin
15/02/2017	N/A	Fees for machinery use by Golf Club	Alby White	Shire of Corrigin

Public Buildings

No delegated decisions were undertaken by Shire pursuant to Health (Public Buildings) Regulations 1992 from the period 1 December to 31 January 2016.

Septic Tank Approvals

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

Planning Approval

Date of decision	Decision Ref.	Decision details	Applicant	Other affected person(s)
N/A	N/A	Planning Approval for house	Bruce & Michelle Turton	N/A

Building Permits

No delegated decisions were undertaken by Shire pursuant to Building Act 2011 from the period 1 December to 31 January 2016.

STATUTORY ENVIRONMENT

Building Act 2011

Bushfire Act 1954

Dangerous Goods Safety (Explosives) Regulations 2007

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

Health (Public Buildings) Regulations 1992

Liquor Control Act 1988

Local Government Act 1995 - Section 9.49A

Planning & Development Act 2005 – Part 10 Div. 2

Shire of Corrigin Planning Scheme No. 2 – Cl 8.8

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no known financial implications relating to this Item.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

COUNCIL MEETING STATUS REPORT

The following Status Report is for Council information only.

SHIRE OF CORRIGIN STATUS REPORT 2015/2016 AS AT 16 FEBRUARY 2017

MINUTE REFERENCE	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
8633 20/10/2015	The Chief Executive Officer to undertake an investigation that addresses the reinstatement of a 72 hour stopover area for self-contained Recreation Vehicles (RV's) in the town of Corrigin and for the resultant report to be provided to Council at the Chief Executive Officer's earliest possible convenience.	CEO	Assessment and referral to Council	In Progress
20/2016 16/2/2016	That Council: <ol style="list-style-type: none"> 1. Adopt the draft "Planning Policy - Areas of Potential Flood Risk within the Corrigin Townsite" as included as Attachment 10.2.2(B) and 2. Advertise in accordance with clause 7.3 of the Shire of Corrigin Town Planning Scheme No. 2 (District Planning Scheme). 3. Directs that upon completion of the advertising period referred to in 1. above, the matter to be referred back to Council for further consideration. 4. Council to request the CEO investigate the cost of remodelling the "flood map" for clarification of flood risk in the area. 	<ol style="list-style-type: none"> 1. CEO 2. GEO 3. CEO 4. CEO 	<ol style="list-style-type: none"> 1. No action required 2. Advertising in Narrogin Observer 25/2/2016 3. Assessment and referral to CEO to refer back to Council 4. Council requested investigation by CEO 	<ol style="list-style-type: none"> 1. Completed 2. Completed 3. Pending 4. In Progress
173/2016 19/07/2016	That Council: <ol style="list-style-type: none"> 1. Note the Correspondence from the Corrigin Masonic Lodge No. 120 W.A.C. ('Lodge') as provided in Attachment 8.2.2 to this Report. 2. Resolve to request the Chief Executive Officer (CEO) to write to the Lodge: <ol style="list-style-type: none"> a) seeking confirmation that it would be prepared to sell the portion of Lot 178 Kirkwood Street, Corrigin (approximately 3m x 90 m) currently occupied as a 'laneway' for a nominal price of \$1; and 	<ol style="list-style-type: none"> 1. CEO 2. CEO 	<ol style="list-style-type: none"> 1. Noted 2. Letter sent 	<ol style="list-style-type: none"> 1. Noted 2. Completed

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

	<p>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'.</p> <p>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.</p> <p>4. Authorise the CEO to enter a part lease over Lot 178 Kirkwood St for an interim period covering the proposed PAW until such time as the creation and sale of the PAW is finalised.</p> <p>5. Should Subdivision Approval be received, the Shire President and Chief Executive Officer be authorised to enter into a contract of sale with appropriate use of the Common Seal and process the creation of the PAW reserve.</p>	<p>3. CEO</p> <p>4. CEO</p> <p>5. CEO</p>	<p>3. Lodge has offered laneway for \$1.</p> <p>4. Lease signed by Lodge</p> <p>5. Noted</p>	<p>3. Completed</p> <p>4. Completed</p> <p>5. To be carried out post subdivision approval</p>
202/2016 16/08/2016	<p>That Council:</p> <p>1. Endorse the re-appointment of Miss Taryn Dayman to the position of Deputy Chief Executive Officer for a five year term commencing on 16 August 2016 in accordance with the proposed Contract of Employment; and</p> <p>2. Authorise the President and Chief Executive Officer to affix the common seal to the new Contract of Employment.</p>	<p>1. CEO</p> <p>2. CEO</p>	<p>1. Noted</p> <p>2. DCEO advised</p>	<p>1. Noted</p> <p>2. Completed</p>
245/2016 15/11/2016	<p>That Council resolve to:</p> <p>1. Note the submissions received on the amended consolidated version of the Shire of Corrigin Town Planning Scheme No.2 (District Zoning Scheme) contained in Attachment 8.2.2B (Schedule of Submissions) and determine the submissions in accordance with the recommendations;</p> <p>2. Request the Minister for Planning's approval to modify the Shire of Corrigin Town Planning Scheme No.2 (District Zoning Scheme) in accordance with the recommendations contained in in Attachment 8.2.2B (Schedule of Submissions);</p> <p>3. Authorise the Chief Executive Officer to prepare and submit all the necessary documentation to the Western Australian Planning Commission requesting the Minister for Planning's approval to the recommended modifications to the Shire of Corrigin Town Planning Scheme No.2 (District</p>	<p>1. CEO</p> <p>2. CEO</p> <p>3. CEO</p>	<p>1. Noted</p> <p>2. Completed</p> <p>3. Completed</p>	<p>1. Noted</p> <p>2. Completed</p> <p>3. Completed</p>

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

	<p>Zoning Scheme) under section 87(2) of the Planning and Development Act 2005;</p> <p>4. Authorise the Shire President and the Chief Executive Officer to affix the common seal of the Shire of Corrigin on the documents; and</p> <p>5. Should the Minister for Planning approve the proposed amendments under section 87(2) of the Planning and Development Act 2005, authorise the Chief Executive Officer to undertake to incorporate the approved amendments into the consolidated Scheme and arrange publication of the final consolidated version of the Shire of Corrigin Town Planning Scheme No.2 (District Zoning Scheme) in the Government Gazette in accordance with section 92(2) of the Planning and Development Act 2005.</p>	<p>4. CEO</p> <p>5. CEO</p>	<p>4. Awaiting final Approval</p> <p>5. Awaiting final Approval</p>	<p>4. Pending</p> <p>5. Pending</p>
<p>269/2016 20/12/2016</p>	<p>That Council:</p> <p>1. Not object to subdivision application Western Australian Planning Commission (WAPC) No. 154518 from Crossland & Hardy Pty Ltd on behalf of Main Roads Western Australia and owners Hopen Pty Ltd; Tupara Pty Ltd; and Wesley & Maureen Baker to subdivide Lot No's 143, 144, 145, 146, 149, 2, 5350 Brookton-Corrigin Road, Bulyee and does not seek to impose any conditions.</p> <p>2. Suggest to the WAPC that it not apply a Bushfire Attack Level Assessment to Subdivision No. 154518 in this instance as the purpose of the subdivision is to address a land exchange due to road realignment works/acquisitions and any future approvals for dwellings etc. will still be applicable.</p> <p>3. Request the Chief Executive Officer to advise the WAPC of 1 and 2 above and provide the WAPC with a copy of the Shire report.</p>	<p>1. CEO</p> <p>2. CEO</p> <p>3. CEO</p>	<p>1. Noted</p> <p>2. Completed</p> <p>3. Completed</p>	<p>1. Noted</p> <p>2. Completed</p> <p>3. Completed</p>
<p>270/2016 20/12/2016</p>	<p>That Council resolve to commence the road closure process for portions of Balyerling Road, Bulyee as referred in the Shire Report in accordance with Section 58 of the Land Administration Act 1997</p>	<p>1. CEO</p>	<p>1. Commenced</p>	<p>1. Agencies/ Advertising commenced</p>
<p>271/2016 20/12/2016</p>	<p>That Council:</p> <p>1. Adopt the draft 'Consultant Brief Review of Municipal Heritage Inventory and Heritage List of the Shire of Corrigin' provided at Attachment 8.2.3A.</p> <p>2. Adopt the Terms of Reference for the 'Municipal Heritage Inventory Review Working Group' ('Working Group') as provided at Attachment 8.2.3B.</p>	<p>1. CEO</p> <p>2. CEO</p>	<p>1. Noted</p> <p>2. Noted</p>	<p>1. Noted</p> <p>2. Noted</p>

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

	<p>3. Nominate a Councillor (as Chairperson) as a Council representative on the Working Group: Cr (Chairperson) Hardingham.</p> <p>4. Request the Chairperson and the Chief Executive Officer to approach the Corrigin Historical Society and Pioneer Museum and request nominations for up to two representatives to sit on the 'Working Group'</p>	<p>3. CEO</p> <p>4. CEO</p>	<p>3. Noted</p> <p>4. Completed</p>	<p>3. Noted</p> <p>4. Completed</p>
272/2016 20/12/2016	That Council with respect to the 'Municipal Heritage Inventory Review Working Group' ('Working Group') provided at Attachment 8.2.3B, authorise the Chief Executive Officer in consultation with the Chairperson to select the non-Councillor representatives for the Working Group.	1. Noted	1. Noted	1. Noted
273/2016 20/12/2016	<p>That Council:</p> <p>1. Adopt the draft 'Consultant Brief for an Economic and Tourism Development Strategy for the Shire of Corrigin' provided at Attachment 8.2.4A.</p> <p>2. Adopt the Terms of Reference for the 'Economic and Tourism Development Strategy Working Group' provided at Attachment 8.2.4B.</p> <p>3. Nominate two Councillors (one as Chairperson) as Council representatives on the Working Group: Cr (Chairperson) Praetz; and Cr Pridham.</p> <p>4. Call for nominations through a local notice in the Windmill newspaper for industry representatives to sit on the 'Economic and Tourism Development Strategy Working Group', with the nominees requested to detail their specific interest/expertise and their contact details.</p>	<p>1. CEO</p> <p>2. CEO</p> <p>3. CEO</p> <p>4. CEO</p>	<p>1. Noted</p> <p>2. Noted</p> <p>3. Noted</p> <p>4. Commenced</p>	<p>1. Noted</p> <p>2. Noted</p> <p>3. Noted</p> <p>4. Commenced</p>
274/2016 20/12/2016	That Council with respect to the 'Economic and Tourism Development Strategy Working Group' (Working Group) provided at Attachment 8.2.4B, authorise the Chief Executive Officer in consultation with the Chairperson and Councillor selected on the Working Group to select the industry representatives for the Working Group.	1. CEO	1. Noted	1. Noted
275/2016 20/12/2016	<p>That Council:</p> <p>1. Is satisfied that that the Order issued pursuant to S.137 of the Health Act 1911 to amend or take down and remove the dwelling situated at Lot 13, No. 10 Goyder Street, Corrigin within 60 Days of receipt of the Notice and to ensure that the land is cleared to satisfaction of the Local Government has not been complied.</p> <p>2. That Council confirms that since the owner of Lot 13, No. 10 Goyder Street, Corrigin has defaulted on the Order as referred to in 1. above that pursuant</p>	<p>1. CEO</p> <p>2. CEO</p>	<p>1. Noted</p> <p>2. Noted</p>	<p>1. Noted</p> <p>2. Noted</p>

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

	<p>to s140 of the Health Act 1911 that the Shire proceed immediately to ensure the works required in the Order are complied and that appropriate action is taken to recover the costs of the work from the owner, or secure a charge against the property.</p> <p>3. Pursuant to s.3.25(1) and Schedule 3.1 of the Local Government Act 1995, the land at Lot 13, No. 10 Goyder Street, Corrigin be required that all disused materials, fallen trees and overgrown vegetation be removed to the Satisfaction of the Shire of Corrigin within thirty (30) days of the service of the Notice.</p> <p>4. Pursuant to s33 of the Bush Fires Act 1954, issue a notice on the land at Lot 13, No. 10 Goyder Street, Corrigin to be cleared of 'flammable material' to the satisfaction of the Shire of Corrigin.</p> <p>5. With respect to 1-4 above, authorise the Chief Executive Officer to:</p> <p>a. Initiate legal action against the Owner of the property known as Lot 13, No. 10 Goyder Street, Corrigin where the Notices referred are not complied within the specified time times;</p> <p>b. Carry out the requirements of the Notices where the Owner fails to comply within the specified time frames;</p> <p>c. Lodge a caveat over Lot 13, No. 10 Goyder Street, Corrigin so as to register an interest in the land due to costs incurred by the Shire; and</p> <p>d. Initiate necessary legal action against the owner of Lot 13, No. 10 Goyder Street, Corrigin to recover the costs incurred in enforcing the Notices.</p> <p>An amount of up to \$30,000 be re-allocated to enable the Notices issued under the Health Act 1911, Local Government Act 1995 and Bush Fires Act 1954 to be affected where the Owner fails to comply with the specified time frames.</p>	<p>3. CEO</p> <p>4. CEO</p> <p>5. CEO</p> <p>6. CEO</p> <p>7. CEO</p> <p>8. CEO</p> <p>9. CEO</p>	<p>3. Completed</p> <p>4. Completed</p> <p>5. Commenced</p> <p>6. Completed</p> <p>7. Completed</p> <p>8. Pending</p> <p>9. Noted</p>	<p>3. Completed</p> <p>4. Completed</p> <p>5. Commenced</p> <p>6. Completed</p> <p>7. Completed</p> <p>8. Pending</p> <p>9. Noted</p>
<p>276/2016 20/12/2016</p>	<p>That Council:</p> <p>1. Adopt the following schedule for Ordinary Meetings of Council from February 2017 to December 2017 commencing at 3pm in the Shire Council Chambers, 9 Lynch Street, Corrigin:</p> <p>Tuesday 21 February 2017</p> <p>Tuesday 21 March 2017</p> <p>Thursday 20 April 2017</p> <p>Tuesday 16 May 2017</p> <p>Tuesday 20 June 2017</p>	<p>1. CEO</p>	<p>1. Noted</p>	<p>1. Noted</p>

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

	<p>Tuesday 18 July 2017 Tuesday 15 August 2017 Tuesday 19 September 2017 Tuesday 17 October 2017 Tuesday 21 November 2017 Tuesday 19 December 2017</p> <p>2. Request the Chief Executive Officer to give local public notice of the Ordinary Council Meetings for 2017 as provide for in 1. above.</p>	2. CEO	2. Completed	2. Completed
277/2016 20/12/2016	<p>That Council approves the application for planning approval submitted by E.B. Rigg and C.L. Phillips (Landowner) to construct a new steel framed colorbond outbuilding to service a single detached dwelling on Lot 51 (No.37) Goyder Street, 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"> 1. The outbuilding shall have a maximum wall height of 2.7 metres and a maximum ridge height of 3.500 metres. 2. The outbuilding shall be of colorbond construction with a total floor area not exceeding 64.4m². 3. The openings to the outbuilding (i.e. vehicle & personal access doors) shall not be orientated towards the right-of-way at rear of Lot 51. All access to/from the shed shall be undertaken from within the land's designated lot boundaries. 4. All stormwater generated by the proposed outbuilding shall be managed and disposed of to the specifications and satisfaction of the Shire of Corrigin. 5. The outbuilding shall be used for domestic storage purposes only unless otherwise approved by Council. 	1. CEO	1. Completed	1. Planning Approval issued
279/2016 20/12/2016	<p>That Council, in pursuance of Section 75 of the Planning and Development Act 2005 (as amended), resolve to amend the Shire of Corrigin Local Planning Scheme No.2 by:</p> <ol style="list-style-type: none"> 1. Rezoning the northern portion of Lot 53 Kunjin Street (corner Corrigin-Kondinin Road), Corrigin comprising an area of approximately 5.69 hectares from 'Rural Residential' zone to 'Special Use' zone. 	1. CEO	1. Documentation received and referred to EPA	1. Awaiting response from EPA before advertising

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

	<p>2. Amending Schedule 3 - Special Use Zones of the Scheme Text by adding after Special Use No.8 the following Special Use No.9: No. Land Particulars Permitted Uses Development Standards/Conditions The northern portion of Lot 53 Kunjin Street (corner Corrigin-Kondinin Road), Corrigin comprising an area of approximately 5.69 hectares.</p> <ul style="list-style-type: none"> • Agricultural Machinery Display, Sales & Repairs. • Caretakers Dwelling • Uses ancillary to the permitted uses. • Set back of all buildings and works associated with Agricultural Machinery Display, Sales & Repairs (not including water tanks) to the western boundary is to be a distance of not less than 10m and landscaped to the satisfaction of Council. • Set back of caretakers dwelling to reflect Schedule No.4, Item 5. • No openings to buildings associated with Agricultural Machinery Display, Sales & Repairs to be established fronting the western boundary. • All other standards and conditions to be determined by Council. <p>3. Amending Schedule No.1 – Interpretations of the Scheme Text by adding the following definition: “Agricultural Machinery Display, Sales & Repairs – Means land and buildings used for the display, sale, maintenance and mechanical repair of new and second-hand agricultural/farming equipment, machinery and vehicles”.</p> <p>4. Amending the Scheme Map accordingly.</p> <p>5. The local government determining that this proposed amendment to the Shire of Corrigin Local Planning Scheme No.2 is a “Standard Amendment” under Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:</p> <ul style="list-style-type: none"> a) the amendment will have minimal impact on land in the scheme area that is not the subject of the amendment; and b) the amendment will not result in any significant environmental, social, economic or governance impacts in the scheme area. 			
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*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

280/2016 20/12/2016	<p>That Council: Determine that the application for planning approval submitted by Rainday Pty Ltd (Landowner) to establish to allow the use of Lot 50, Kunjin Street, Corrigin for the auctioneering of farm equipment (maximum of 3 auctions a year) may be consistent with the objectives of the Rural Residential zone in accordance with Clause 3.3.4 of the Corrigin Local Planning Scheme No. 2 and thereafter follow the advertising procedures of Clause 6.3 in considering the application for planning approval.</p>	1. CEO	1. Completed	1. Completed
281/2016 20/12/2016	<p>That Council: 1. Authorises the Shire's Administration to commence public advertising of the application for planning approval submitted by Rainday Pty Ltd (Landowner) to establish to allow the use of Lot 50, Kunjin Street, Corrigin for the auctioneering of farm equipment (maximum of 3 auctions a year) in accordance with the specific requirements of the Shire of Corrigin Local Planning Scheme No.2 for the minimum required period of twenty one (21) days. 2. Subject to there being no objections received by the Shire at the completion of the public advertising process, Council authorise the Chief Executive Officer to grant approval to the application subject to the inclusion of the following conditions and advice notes: Conditions 1. Access to the land shall be from either: a) from Lot 151 to Bruce Rock-Corrigin Road (with the consent of the owner of Lot 151); or b) direct to Corrigin-Brookton Highway where prior written consent from Main Roads WA has been sought and received. 2. Without the further written consent of Council: a) this planning approval is issued to Rainday Pty Ltd and cannot be transferred to any other person; and b) this planning approval does not run with the land in respect of which it was granted; and c) no more than three (3) auctions are to be undertaken on the land within a 12 month calendar period; and d) no buildings or any works not subject to this planning approval shall be</p>	2. CEO	1. Advertising completed and no objections	1. Planning Approval issued

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

	<p>undertaken.</p> <p>3. This planning approval will no longer be valid if there is a change in the owner of the land and where the written consent of Council as required in ii)a) above has not been sought or received.</p> <p>4. If in the opinion of Council the approved auctions on the land causes a nuisance or annoyance to owners or occupiers of land in the neighbourhood, Council may withdraw the planning approval granted by it.</p> <p>5. Without the further written consent of Council no farm equipment shall be placed on the land:</p> <p>a) closer than 10 metres to any boundary; and</p> <p>b) for more than 30 days either before or after an auction.</p> <p>6. The operating hours of the auctions shall be Monday to Friday from 8.00am to 5.00pm and Saturday from 8.30am to 12.00pm unless otherwise approved by Council.</p> <p>7. No oil or petroleum products are to be kept on the land and no repairs will be carried out on machinery sought for auction.</p> <p><u>Advice Notes</u></p> <p>i) The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.</p> <p>ii) Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Local Planning Scheme No.2 and may result in legal action being initiated by the local government.</p> <p>iii) Any proposed advertising signage shall not exceed 0.2m² in area unless otherwise approved by Council following receipt and determination of the required planning application.</p> <p>1. In the event of any objections being received by the Shire during the required public advertising period the application be referred back to Council at the next available Ordinary Meeting for further consideration and final determination.</p>			
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*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

282/2016 20/12/2016	That Council invite the landowner to liaise with the Shire to discuss reviewing the zoning of the land to allow for other uses not currently permitted in the rural residential zone.	1. CEO	1. Landowner advised	1. Completed
283/2016 20/12/2016	That Council: 1. Authorises the Chief Executive Officer to offer for sale by Public Tender, Lots 1-16 (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. Advertising commenced and closes 23 February 2017	1. To be referred to the March Council meeting
284/2016 20/12/2016	That Council pursuant to Section 40 of the Bush Fires Act, the following local government fire control officers be appointed as a dual fire control officer in the Shire of Corrigin: Shire of Kulin: Greg Doyle Bryce Nicholls Shire of Pingelly: Rod Shaddick Rob Kirk Jeffrey Edwards Victor Lee Shire of Wickepin: David Stacey Peter Stacey Colin Coxon	1. CEO	2. Advertising and letters of advice sent	2. Completed
285/2016 20/12/2016	That Council approves the application for planning approval submitted by S Newman (Landowner) to extend an existing carport at Lot 336 (No.7) Camm Street, Corrigin in accordance with the plan submitted in support of the application subject to the following advice note: <u>Advice Note</u> 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.	2. CEO	1. Completed	1. Planning Approval issued

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

287/2016 20/12/2016	<p>1. Note that Dr Raj Ramakrishna has advised that he is able to commit as Corrigin's doctor until at least 2022.</p> <p>2. Pursuant to s11(2)(f) of the Local Government (Functions and General) Regulations 1996:</p> <p>i. Agree to continue the 'Additional Financial Incentive' payment as provided for in the Memorandum of Understanding (MoU) with the Shire of Corrigin and Dr Raj Ramakrishna for an additional three (3) years (from 1 July 2017 to 30 June 2020) plus the addition of quarterly Perth CPI added to the payment; and</p> <p>ii. Agree to review the 'Additional Financial Incentive' payment as provided for in the MoU with the Shire of Corrigin and Dr Raj Ramakrishna for an additional two (2) years (from 1 July 2020 to 30 June 2022) against provision of relevant Federal and State incentives, Medicare arrangements at that time.</p> <p>3. Authorise the Chief Executive Officer to confirm the arrangements as provided in 2. above in writing to Dr Raj Ramakrishna.</p> <p>4. Council acknowledge an increase in expenditure of GL 07701 Medical Services Expenses and request the Shire Administration to address any increase in the 2017/18 Budget Review.</p>	1. CEO	<p>1. Noted</p> <p>2. Dr Raj advised in writing</p>	1. Completed
288/2016 20/12/2016	<p>That Council:</p> <p>1. Note the Administrator of the Stevenson Trust Fund advice that the Trust is considering varying the Trust Deed to enable the Corrigin District High School to be a recipient of the Trust monies orientated around health and well-being programs for the youth of Corrigin and to update to the Trust Deed as provided in Attachment 8.2.14B.</p> <p>2. Approves a variation of the Trust Deed as provided in Attachment 8.2.14B.</p> <p>3. Advise the Trustees of the Stevenson Trust Fund of Council's approval in 2. above to vary the Trust Deed.</p>	1. CEO	1. Noted	1. Completed
290/2016 20/12/2016	<p>That Council:</p> <p>1. That Council revoke Council resolution Min 39/2016 of the ordinary meeting of Council 16th February 2016. (Council noted that all Councillors signed a notice agreeing to revoke the motion prior to the motion being put and that this motion was carried by absolute majority.)</p> <p>2. That Council supports the recommendation of RoeROC that the Bending</p>	1. CEO	<p>1. Noted</p> <p>2. RoeROC local governments notified</p>	1. Completed

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

	Weighbridge is retained and that the Environmental Health Officer investigate all the costs and options for reestablishment of the weighbridge including a reliable power source.			
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OFFICER'S RECOMMENDATION

That Council accept the report outlining the actions performed under delegated authority for the period 1 December to 31 January 2017 and receive the Status Report as at 16 February 2017.

8.2.2. MEMBER NOMINATION – WHEATBELT JOINT DEVELOPMENT ASSESSMENT PANEL

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 February 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	DBC 0002

SUMMARY

This report seeks Council nomination for four Elected Members, two (2) appointed members and two (2) alternate/proxy members for the Wheatbelt Development Assessment Panel (DAP) over the next three (3) years.

BACKGROUND

Under the DAP Regulations there are three categories of application, listed as follows:

1. Mandatory DAP Applications - these are Development Applications which must be determined by a DAP and cannot be determined by a Local Government or the Western Australian Planning Commission (WAPC). Mandatory applications for the Wheatbelt region must meet a threshold value of 7 million dollars.

2. “Opt-in” DAP applications – these are Development Applications where the applicant may choose to have the application determined by a DAP, or by the Local Government under the normal process. In order to be considered an “opt-in” application, the application must fit within the threshold of 3–7 million dollars. Additionally the DAP regulations allow Local Governments to delegate their powers to determine applications within the “opt-in” value range to their DAP. Where a Local Government has made a delegation to this effect, any applications within the “opt-in” value range will be processed as if they were mandatory DAP applications.

3. Excluded applications - under DAP regulations, Development Applications relating to the following classes of development are "excluded Development Applications" for the purpose of the DAP. These applications are therefore not determined by the DAP:
 - Construction of a single house;
 - Construction of less than 10 grouped dwellings or multiple dwellings;
 - Construction of carports, shade sails, outbuildings or sheds, etc;
 - Classes of development with a designated value of less than \$3m;
 - Development in an improvement scheme area;
 - Development by a Local Government or the WAPC. All DAP applications are still to be lodged and assessed by Shire Planning staff.

In accordance with the *Planning and Development Act 2005* and the *Planning and Development (Development Assessment Panels) Regulations, 2011*, the following Councillors were nominated by Council in February 2015 and were appointed as Wheatbelt DAP members by the Minister for Planning for up to a two year term ending on 26 April 2017:

Members

1. Councillor Hickey
2. Councillor Baker

Alternate Members

1. Councillor Mason
2. Councillor Dickinson

The Shire has been requested by the Director General of the Department of Planning (DoP) on behalf of the Minister for Planning to nominate two Shire DAP Members and two alternate DAP Members on or before Tuesday, 28 February 2017.

DAP Nomination Process

- Should the Shire not provide such nominations, the Minister, under Reg26 of the *DAP Regulations*, can appoint a person as a member who is an eligible voter of the district and has relevant knowledge or experience that, in the opinion of the Minister, will enable to representation of the interests of the local community.
- Following receipt of all local government nominations, the Minister for Planning will consider and appoint all nominees for up to a three year term, commencing on 27 April 2017 and expiring on 26 April 2020. After three years, the regulations require the local government nomination process to be completed again, however the previous DAP members can be renominated by the local government.
- Prior to formal appointment, the Minister will present the local DAP member and alternate (deputy) member nominations to State Cabinet for approval.
- Upon appointment, and prior to attendance at a DAP meeting, the nominated members are required to satisfactorily complete the training for DAP members, which will be provided by the DoP. Local government representatives who have previously (or are currently) appointed and have received training are not required to attend further training, but are encouraged to attend refresher training.
- If Councillors who are DAP members are not re-elected in the local government elections then that person is no longer a DAP member and the local government need to renominate another member for the Minister's consideration for the remainder of that DAP term.

DAP Member Obligations

- DAP members will be expected to prepare for, attend and participate in every DAP meeting held in relation to Shire DAP applications.

DAP Protocols

- A quorum for a DAP is currently the presiding member and any two DAP members that are in attendance (irrespective of whether they are a specialist member and a local government member).
- Each DAP member has one vote. In the event of a deadlocked vote, the Presiding Member has the deciding vote.
- In the event that a permanent local government DAP member cannot attend a meeting, that member would be replaced by an alternate local government member.
- Alternate specialist members cannot replace local government DAP members and vice versa.
- All DAP meetings are also required to be open to the public.
- All DAP members are required to abide by specified rules of conduct. These requirements are in addition to the requirements regarding conflict of interest and use of information that are set out in the *Planning and Development Act 2005* and *Local Government Act 1995*. The Minister for Planning can remove a DAP member for breaching the code of conduct.

COMMENT

As outlined above, Council is responsible for nominating four (4) Local Government representatives to sit on the Wheatbelt DAP. It is reasonably anticipated the Minister for Planning is likely appoint in accordance with the Council nominations.

All appointed local members will be placed on the local government member register and advised of DAP training dates and times (if required). Council may wish to be mindful of the implications of Elected Members tenure on Council when selecting nominees for consideration of appointment on the Wheatbelt DAP.

STATUTORY ENVIRONMENT

As mentioned above the DAPs have been formed under Part 11A of the *Planning and Development Act, 2005* with their functions prescribed and regulated under the Planning and Development (Development Assessment Panels) Regulations, 2011. In this regard the Council is required by these Regulations to nominate four (4) Elected Members for consideration of appointment by the Minister for Planning to the Wheatbelt DAP.

POLICY IMPLICATIONS

Council does not have a policy in relation to this item.

FINANCIAL IMPLICATIONS

Local DAP members are entitled to be paid for their attendance at DAP training and at DAP meetings, unless they fall within a class of persons excluded from payment.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Nominates the following Councillors as local members on the Metropolitan Central Joint Development Assessment Panel (DAP), for the DAP term expiring on 26 April 2020:*
 - (a) Councillor _____; and
 - (b) Councillor _____.

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

2. *Nominates the following Councillors as alternate (deputy) members on the Metropolitan Central Joint Development Assessment Panel (DAP) in the event that a local member is unavailable for a meeting, for the DAP term expiring on 26 April 2020:*

(a) Councillor _____; and

(b) Councillor _____.

3. *Requests the Chief Executive officer to provide details of the nominated DAP members and alternate (deputy) to the Minister for Planning for consideration and presentation to State Cabinet for approval.*

**8.2.3. PUBLIC HEALTH ACT 2016 AND HEALTH (ASBESTOS) REGULATIONS 1992, AND THE
LOCAL GOVERNMENT ACT 1995 - COUNCIL DELEGATIONS**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 February 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	GOV 0001
Attachment Reference:	Attachments 8.2.3A & 8.2.3B

SUMMARY

Council make Delegations and Appointments to the Chief Executive Officer for the purposes of the administration of the *Public Health Act 2016*, *Health (Miscellaneous Provisions) Act 1911* and the *Local Government Act 1995*.

BACKGROUND

A key administrative function is that local government being the 'enforcement agency' for the Act is now wholly responsible for the appointment of EHOs, designation of authorised officers, issuing of identity cards and maintaining a list of enforcement agency EHOs and authorised officers. With the *Shire of Corrigin Animal Environment and Nuisance Local Law 2016* to be able to function appropriately the mechanism to authorise officers for this local law is required as well as direct appointments by Council for certain *Local Government Act 1995* functions.

COMMENT

The following attachments described below detail the new Council delegations in order to enable clear and present ability to undertake the effective administration of the *Public Health Act 2016*, *Health (Miscellaneous Provisions) Act 1911*, *Shire of Shire of Corrigin Animal Environment and Nuisance Local Law 2016* and *Shire of Shire of Corrigin Health Local Law 2016*.

These delegations will remain until such time during the mid-year review of the Delegation Register where the delegations can be merged into existing delegations or appended as new delegations.

Attachment 8.2.3A 'Delegation Animal Environment Nuisance Local Law 2016' details the proposed Delegation by the Council of the local government of Corrigin to the Chief Executive Officer for the appointment of 'authorised officer/s' under Section 9.10(1) of the *Local Government Act 1995* for the purpose of the administration of the *Shire of Corrigin Animal Environment and Nuisance Local Law 2016*. By enabling this delegated power it permits the CEO to appoint in writing authorised officers with immediate effect as opposed to waiting for a meeting of Council to make such appointments.

To further the effectiveness of the operation of appointed authorised officers by the CEO the Council in its own right under the *Local Government Act 1995* Subdivision 2 - Infringement notices can appoint the CEO as an authorised officer for the functions of:

- i. Section 9.17. Notice, content of – to authorise persons for the purposes of receiving payment of modified penalties;
- ii. Section 9.19. Extension of time; and
- iii. Section 9.20. Withdrawal of notice.

Attachment 8.2.3B – *Public Health Act 2016* and *Health (Miscellaneous Provisions) Act 1911* details the proposed Delegation by the Council of the local government of Corrigin to the CEO for the purpose of designating authorised officers, appointing EHOs and the appointment of authorised officers to issue infringement notices pursuant to the *Health (Asbestos) Regulations 1992*.

The proposed delegation will be required to enable the administration of the *Public Health Act 2016*, *Health (Miscellaneous Provisions) Act 1911*, *Health (Asbestos) Regulations 1992* and *Shire of Shire of Corrigin Health Local Law 2016* in an expedited manner without the need to refer to Council. The caveat of any designation or appointment under the *Public Health Act 2016* is that the person will need to meet prescribed requirements.

The delegation presented in **Attachment 8.2.3B** also allows for the appointment of authorised officers and EHOs as authorised officers to issue infringements pursuant to Reg15D(5) of the *Health (Asbestos) Regulations 1992*. The ability to extend the period to pay or withdraw an infringement notice cannot be given to the authorised officer who issues such infringements.

Council is required to appoint the CEO as an ‘approved officer’ pursuant to Regulation 15D(5) of the *Health (Asbestos) Regulations 1992* for the purposes of Part 2 of the *Criminal Procedure Act 2004* as the person authorised to extend the period to pay or withdraw an infringement notice.

STATUTORY ENVIRONMENT

Public Health Act 2016 Section 21(1)(b)(i)
Health Act 1911
Health (Miscellaneous Provisions) Act 1911
Health (Asbestos) Regulations 1992
Criminal Procedure Act 2004
Shire of Corrigin Health Local Law 2016

POLICY IMPLICATIONS

Council does not have a policy in relation to this item.

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:

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

Council resolves to make the following Delegations and Appointments:

1. *Delegation by the Council of the local government of Corrigin to the Chief Executive Officer, as detailed in **Attachment 8.2.3A**, for the appointment of 'authorised officer/s' under section 9.10(1) and authority to the giving of infringement notice/s under section 9.16 by the authorised officer/s pursuant to the Local Government Act 1995 for the purpose of the administration of the Shire of Corrigin Animal Environment and Nuisance Local law 2016;*
2. *The Council of the local government of Corrigin pursuant to the Local Government Act 1995 Subdivision 2 - Infringement notices, so appoints the Chief Executive Officer as an authorised officer for the functions of:*
 - i. *Section 9.17. Notice, content of – to authorise persons for the purposes of receiving payment of modified penalties;*
 - ii. *Section 9.19. Extension of time; and*
 - iii. *Section 9.20. Withdrawal of notice.*

This appointment is to be effected by instrument in writing and signed by the Shire President of the local government of Corrigin;

3. *Delegation by the Council of the local government of Corrigin to the Chief Executive Officer, as detailed in **Attachment 8.2.3B**, for the purpose of designating authorised officers, appointing environmental health officers and the appointment of authorised officers to issue infringement notices pursuant to the Health (Asbestos) Regulations 1992; and*
4. *The Council of the local government of Corrigin appoints the Chief Executive Officer as an 'approved officer' pursuant to Regulation 15D(5) of the Health (Asbestos) Regulations 1992 for the purposes of Part 2 of the Criminal Procedure Act 2004 as the person authorised to extend the period to pay or withdraw an infringement notice. This appointment is to be effected by instrument in writing and signed by the Shire President of the local government of Corrigin.*

**8.2.4. REQUEST FOR ACCESS OVER PORTION OF LOT 35 CENTENARY AVENUE TO LOT 52
CORRIGIN-BRUCE ROCK ROAD, CORRIGIN**

Applicant:	Kevin & Leigh Hardingham
Location:	Lot 35 Centenary Avenue, Corrigin
Date:	1 February 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	A2052
Attachment Reference:	N/A

SUMMARY

Council is requested to agree to allow access to the owners of Lot 52 Corrigin-Bruce Rock Road, Corrigin over land owned by the Shire Corrigin being portion Lot 35 Centenary Avenue, Corrigin initially for a 12 month period.

BACKGROUND

An informal track within portion Lot 35 between Centenary Avenue and Lot 52 Corrigin-Bruce Rock Road, Corrigin has been established giving pedestrian access to Shire land (in the form of Corrigin Rock) and Granite Rise. An easement in favour of Western Power is in place abutting Lindsay Place and Lot 33 Lindsay Place, Granite Rise. Vehicle access to Lot 35 is limited through the provision of lockable bollards (the red dotted line below depicts the location of the accessway).



By Email dated 15 January 2017, the owners of Lot 52 Corrigin-Bruce Rock Road, Corrigin have requested that the Shire allow for access over Lot 35 as follows:

“Further to our discussion in December, we would like to request Council grant us access from our property being Lot 52, Corrigin through to Centenary Avenue via an easement through Council land being Lot 9110. {Note: the land sought is actually part Lot 35 and not 9110}

We have owned this property for many years and had been using this access route prior to it being closed off with bollards a few years ago. This is not intended to be our main access road however it will be used for emergency access and vital in case of fire. Western Power also used this access route to check poles along our boundary. We are happy to maintain weed control along the easement if you request it.”

COMMENT

Lockable bollards restrict access from Lot 52 over the access way to Centenary Avenue. It is noted that on Friday 27 January 2017, part of Lot 52 was subject to a fire and it is understood that emergency vehicular access from Centenary Avenue along the access way was not required to fight the fire. However should Lot 52 be subject to future fires, it would be reasonable for the owner of Lot 52 to have access to open the bollards.

The access way is frequently used by walkers and whilst in principle, the request for access is not in principle opposed it is not desired that the access become a busy vehicle thoroughfare. In this regard, it is suggested that for a trial period of 12 months, the owners of Lot 52 be provided with keys to the bollards for their own personal use of access way along with fire access. In return the owners of Lot 52 be asked to maintain the access way. After the 12 month period, Council can assess the impact (if any) of the arrangement with the owners of Lot 52 and consider a more long term arrangement.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no known significant financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

Goal Four: Transparent decision-making is important to us

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

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. Acknowledge the request from the owners of Lot 52 Corrigin-Bruce Rock Road, Corrigin to have access over Lot 35 to Centenary Avenue.*
- 2. For a trial period of 12 months, allow the owners of Lot 52 to:*
 - have access over portion Lot 35 to Centenary Avenue for their own use;*
 - give way to all pedestrians on the access way;*
 - keep the bollard locked when access is not required; and*
 - maintain the access way.*
- 3. The trial period will commence once the owners have agreed in writing to the conditions in 2. above.*
- 4. After the 12 month period, Council will assess the impact (if any) of the arrangement with the owners of Lot 52 and potentially consider a more long term arrangement.*

8.2.5. PROPOSAL TO CLOSE UNCONSTRUCTED RIGHT OF WAY ABUTTING LOTS 469 AND 502 (RESERVE 33565) GOYDER STREET

Applicant:	Shire of Corrigin
Owner:	Corrigin Senior Citizens Centre Inc.
Location:	Right of Way abutting Lots 469 and 502 (Reserve 33565) Goyder Street
Date:	14 February 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	A779, A780
Attachment Reference:	N/A

SUMMARY

Council is requested to agree to commence the process of closing the unconstructed right of way generally abutting housing associated with the Corrigin Senior Citizens Centre Inc. between Goyder Street and Lynch Street, Corrigin in accordance with the provisions of s52 of the *Land Administration Act 1997*.

BACKGROUND

An unconstructed right of way is currently provided for abutting Lots 469 and 502 (Reserve 33565) Goyder Street, Corrigin. The abutting land is used for aged housing purposes. The yellow dotted line depicts the portion of right of way proposed to be closed.



COMMENT

The Shire has been successful in achieving Royalties for Regions funding through the *Wheatbelt South Aged Housing Alliance* for 4 additional aged persons dwellings to be constructed on Lot 502 over the next 2-3 years.

Removal of the unconstructed right of way will enable the design and development of the housing to be improved and will also remove unfettered vehicle traffic that due to the designation of the right of way, can traverse through the aged person’s accommodation area. It is not proposed to remove the right of way between Lot 502 and Lot 397 Goyder Street.

STATUTORY ENVIRONMENT

In accordance with s52 of the *Land Administration Act 1997*, notification of the closure of the Right of Way is required to be advertised for a period of 35 days.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no known significant financial implications in relation to this item. However, should the removal of the right of way be finally approved, it is open for the State to determine a value for the right of way which the Shire would be obliged to purchase. The procedure of closure will initiate the process of valuation.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

Goal Four: Transparent decision-making is important to us

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

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 21 February 2017*

- 1. Commence the procedure to close the unconstructed right of way abutting Lots 469 and 502 (Reserve 33565) Goyder Street, Corrigin by advertising the proposal in accordance with the provisions of s52 of the Land Administration Act 1997.*
- 2. Request the Chief Executive Officer to provide Council with a further report after advertising, addressing any submissions received either for or against the closure of the unconstructed right of way referred to in 1. above.*

8.2.6. REVIEW OF FIRE MAPPING ARRANGEMENTS FOR THE SHIRE OF CORRIGIN

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	10 February 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose – however the author has management responsibility for buildings and dwellings defined ‘Bush Fire Prone’.
File Number:	ES0023
Attachment Reference:	Map Attachments 8.2.6A and 8.2.6B

SUMMARY

The Office of Bushfire Risk Management (OBRM) has requested local governments to review the Bush Fire Prone Areas mapping by 1 March 2017.

BACKGROUND

In December 2015, the State Government launched its bush fire reform package in response to planning and building recommendations from the Keelty Report into the Perth Hills bush fire of 2011. Key measures include:

- The creation of the Map of Bush Fire Prone Areas, which identifies the areas of Western Australia that have been designated as bush fire prone by order of the Fire and Emergency Services (FES) Commissioner;
- New bush fire planning requirements for development in designated bush fire prone areas; and
- Application of the bush fire construction requirements of the Building Code of Australia (BCA) for certain residential buildings.

The following documents were published in the Government Gazette (No. 183) on Monday 7 December 2015, with the provisions coming into operation on Tuesday 8 December 2015:

- Fire and Emergency Services (Bush Fire Prone Areas) Order 2015
- Planning and Development (Local Planning Schemes) Amendment Regulations 2015;
- State Planning Policy 3.7 – Planning in Bushfire Prone Areas; and
- Building Amendment Regulations (No. 3) 2015.

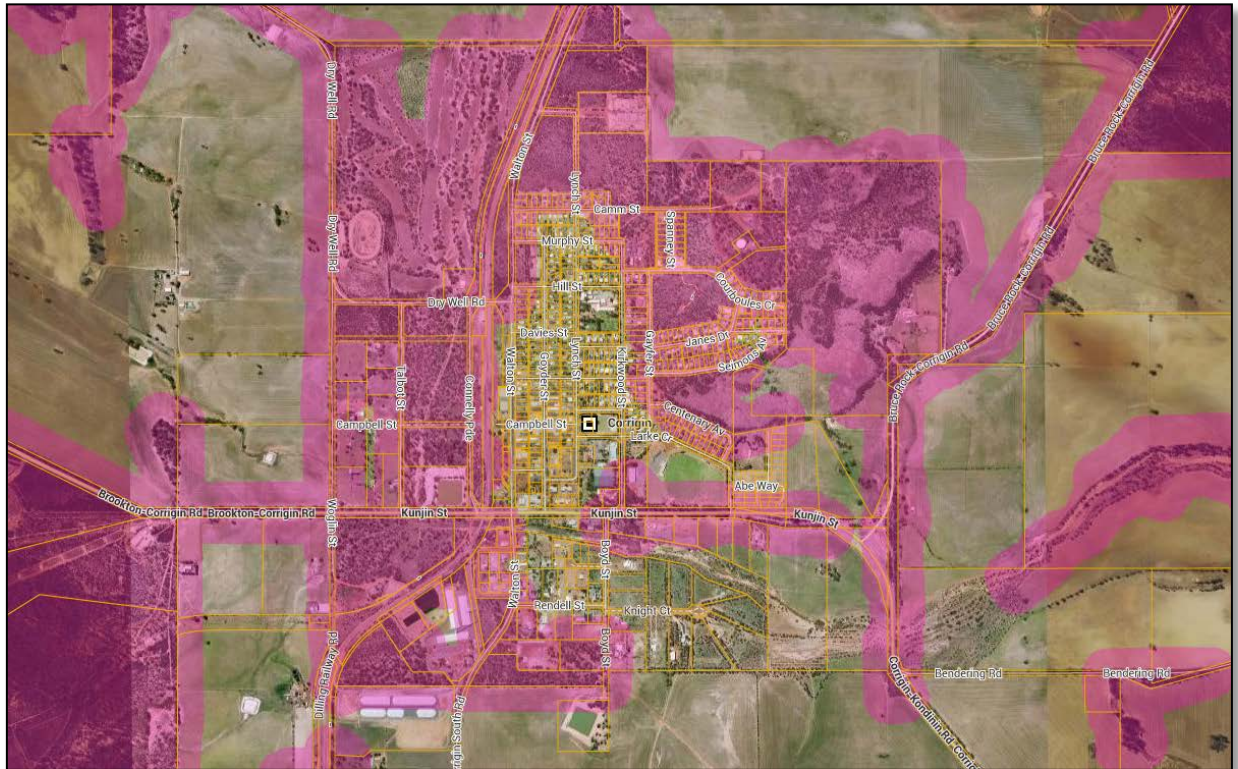
The Map of Bush Fire Prone Areas, referred to in the FES (Bush Fire Prone Areas) Order 2015, is available to view on the Department of Fire and Emergency Services website: <https://www.dfes.wa.gov.au/regulationandcompliance/bushfireproneareas/Pages/default.aspx>

The Department of Commerce has also prepared ‘Bulletins’ that relate to the bush fire reforms:

- *Industry Bulletin 58 - Building Amendment Regulations (No. 3) 2015*
The purpose of this industry bulletin is to advise of the gazettal of the Building Amendment Regulations (No. 3) 2015 that provides the four month transition to the application of the bush fire construction requirements of the BCA (<http://www.commerce.wa.gov.au/publications/industry-bulletin-58-building-amendment-regulations-no-3-2015>)
- *Industry Bulletin 59 - Launch of designated bush fire prone area reforms*
The purpose of this industry bulletin is to update industry on the State Government's bush fire reforms and outline what this means for building permits in designated bush fire prone areas. <http://www.commerce.wa.gov.au/publications/industry-bulletin-59-launch-designated-bush-fire-prone-area-reforms>

COMMENT

For the townsite of Corrigin, the areas defined in pink are determined to be 'bush fire prone' under the Bush Fire Prone Areas mapping arrangements.



A more global view of the townsite along with the Shire and immediate surrounds determined to be 'bush fire prone' under the Bush Fire Prone Areas mapping arrangements is included as **Attachments 8.2.6A and B** and can also be found on the DEFS website.

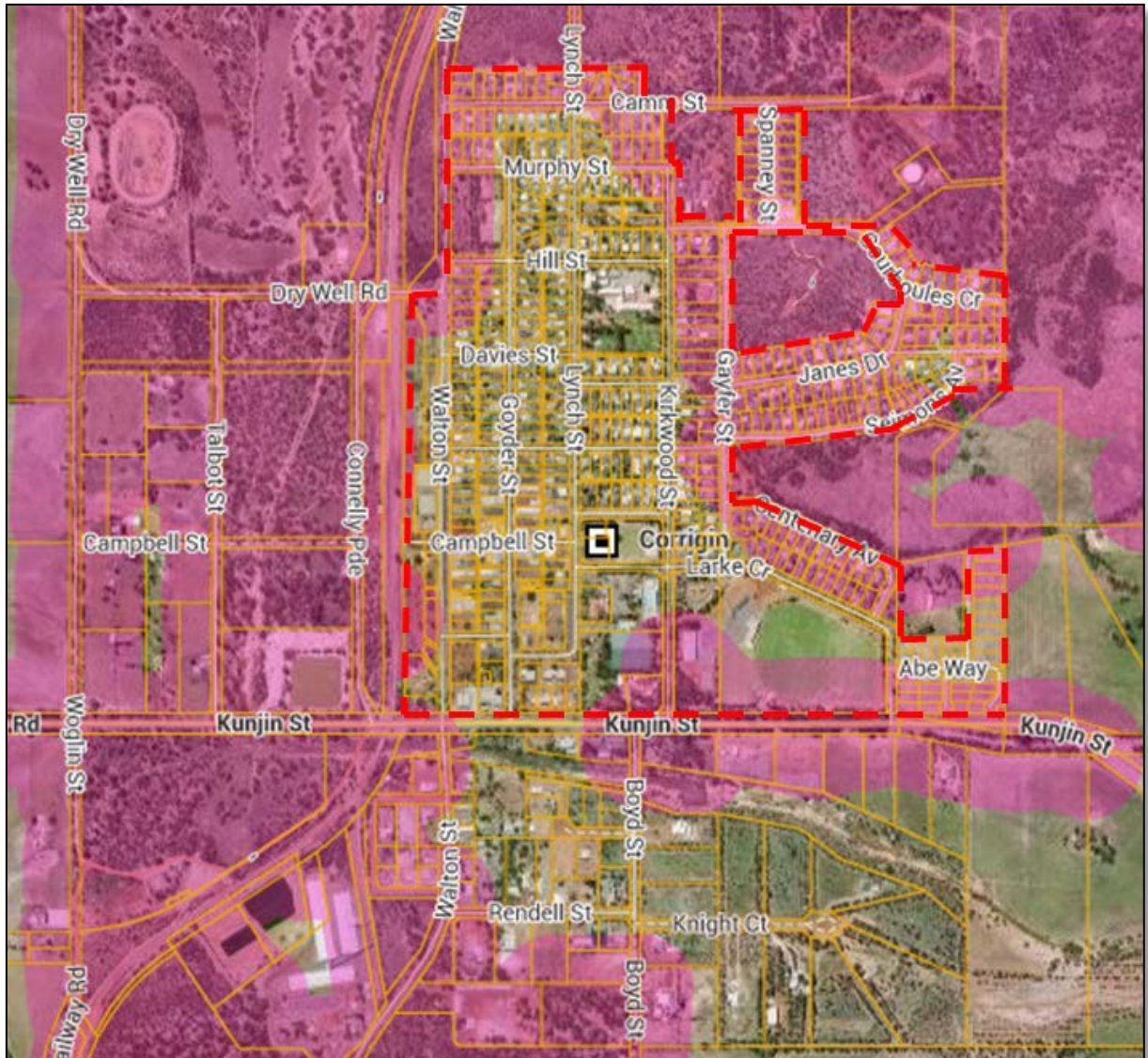
The implications of being designated 'bush fire prone area' results in additional planning and building requirements applying to developments. Although not referred to in documentation, it is possible that some insurance implications might eventuate over time, although this is still to be determined. By correspondence dated 5 December, 2016 DFES advised (in part) as follows:

"The Office of Bushfire Risk Management will be accepting amendment requests from local governments from now until 1 March 2017. This is your opportunity to influence the bush fire prone areas that will appear in the next edition of the Map, due to be released in May 2017.

Every local government has an important role to ensure that the Map accurately and consistently reflects local circumstances at the time the review is undertaken. Our team can identify some updates using aerial photography but local knowledge is essential to help us identify where recent clearing has occurred, areas have been re-vegetated, or where there are robust vegetation management practices in place (such as mowing regimes in parkland areas).

Please note that if you do not participate in the review, the Office may be required to retain your vegetation mapping from the 2016 edition of the Map. As properties that are located in bush fire prone areas may have additional planning and building requirements, we strongly encourage your participation to help minimise the regulatory impact for residents and businesses in the Shire of Corrigin."

On this basis, a review of the 'bush fire prone area' mapping for the Corrigin townsite in consultation with the Chief Bush Fire Control Officer suggests that some areas of the townsite may have unnecessarily been included as bush fire prone given the access to reticulated water, separation of urban from bushland. The following aerial photo identifies the shaded lots within the red dotted line that could be reviewed associated with the 'bush fire prone area' mapping for the Corrigin townsite.



'Suggested Reviewed Sites'

It should be known that in preparing this Report, only the townsite was surveyed for inclusion or otherwise in the 'bush fire prone area' mapping. It is likely that other sites within rural areas may also be reviewed 'Bush Fire Prone' which have not been identified.

STATUTORY ENVIRONMENT

Planning and Development Act (2005)

Planning and Development (Local Planning Scheme) Amendment Regulations 2015

State Planning Policy 3.7: Planning in Bushfire Prone Areas

POLICY IMPLICATIONS

There are no known policies relevant to this matter.

FINANCIAL IMPLICATIONS

There are no known financial implications relevant to this matter.

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

Strategy	Outcome
A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Request that the Office of Bushfire Risk Management consider amending the bush fire prone area mapping for the Corrigin townsite as identified in this Report as the 'Suggested Reviewed Sites'.*

8.2.7 INCIDENT MANAGEMENT AND BUSINESS CONTINUITY

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 February 2017
Reporting Officer:	Heather Talbot, Governance Projects Officer
Disclosure of Interest:	No interest to disclose
File Number:	CM0054
Attachment Reference:	Attachment 8.2.7A & 8.2.7B

SUMMARY

The purpose of this report is to review the draft Incident Management and Business Continuity Plan and Procedures for adoption by Council.

BACKGROUND

Regulation 17 of the *Local Government (Audit) Regulations 1996 (Regulations)* require the Chief Executive Officer (CEO) to review the appropriateness and effectiveness of a local government's systems and procedures in relation to risk management, internal control and legislative compliance at least once every two calendar years. A review was conducted in December 2016 and found that a Business Continuity Plan was required for adoption to enhance the Shire's risk management systems.

Council and management identified the need to develop a Business Continuity Plan in the Shires' Corporate Risk Register in 2014. A Business Continuity Plan is an important tool in the Shire's overall management of risk as it assists in the Shire's ability to recover from situations ensuring that decisions are made quickly minimising financial, environmental and reputational impacts.

In May 2016, staff arranged for the Shire's insurer, LGIS to assist in the process of implementing both a Business Continuity Plan and Procedures.

COMMENT

Two workshops have been held, one with the CEO, Deputy CEO and Governance Projects Officer at the end of May 2016. The second workshop was held in October, this was attended by the CEO, Manager Finance and Governance Projects Officer.

From these two workshops the attached *Incident Management and Business Continuity Response Plan* and *Incident Management and Business Continuity Response Procedures Manual* have been developed for adoption.

STATUTORY ENVIRONMENT

In accordance with the *Local Government (Audit) Regulations 1996 (Regulations)* a local government's CEO is to review the appropriateness and effectiveness of the local government's systems and procedures with regard to risk management, internal control and legislative compliance.

Regulation 17 – CEO to review certain systems and procedures

A new regulation 17 has been inserted and states as follows:

"17 CEO to review certain systems and procedures

- (1) *The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to –*
 - (a) *risk management;*
 - (b) *internal controls;*

(c) legislative compliance.

- (2) *The review may relate to any or all of the matters referred to in sub regulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.*
- (3) *The CEO is to report to the audit committee the results of that review.”*

POLICY IMPLICATIONS

None known

FINANCIAL IMPLICATIONS

None known

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Plan link	Community	Strategies
Goal 5-1		Council management, systems and processes enable the delivery of sustainable services and projects
Goal 5-1		Manage the Shire’s finances and financial service activities to ensure the continuous, sustained operation of Council.

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council adopt the Incident Management and Business Continuity Response Plan and Incident Management and Business Continuity Response Procedures Manual as provided in Attachment 8.2.7A & 8.2.7B.

8.3 WORKS AND GENERAL PURPOSES REPORTS

There are no Works and General Purposes Reports

9 NOTICE OF MOTIONS FOR THE NEXT MEETING

10 CHIEF EXECUTIVE OFFICER'S REPORT

APPOINTMENT OF CHIEF EXECUTIVE OFFICER (ACTING)

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	13 February 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	DAYM T
Attachment Reference:	Nil

SUMMARY

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

BACKGROUND

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

- Monday 27 March 2017 until Friday 7 April 2017.

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

COMMENT

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

STATUTORY ENVIRONMENT

Local Government Act 1995

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

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

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

6.2 Focus area two: Developing Leadership

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

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

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

5. STRATEGIC THEMES

5.2 Developing Leadership

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council appoints Miss Taryn Dayman to the position of Chief Executive Officer (Acting) for the period from Monday 27 March 2017 until Friday 7 April 2017.

11 PRESIDENT'S REPORT

12 COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEMS

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

14 INFORMATION BULLETIN

15 WALGA AND CENTRAL ZONE MOTIONS

16 NEXT MEETING

The next ordinary meeting of Council is scheduled for Tuesday 21 March 2017 at 9 Lynch Street Corrigin commencing at 3pm.

17 MEETING CLOSURE