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Minutes for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 18 October 2011

- 16 PRESIDENTS REPORT
- 17 COUNCILLORS REPORTS
- 18 URGENT BUSINESS
- 19 INFORMATION BULLETIN
- 20 WALGA & CENTRAL ZONE MOTIONS
- 21 MEETING CLOSURE

1 DECLARATION OF OPENING

The Chief Executive Officer, Julian Murphy opened the meeting at 3.00pm. The CEO thanked Mr Wes Baker JP for officiating at the Councillors' swearing-in ceremony prior to the commencement of the meeting. Mr Murphy welcomed Cr Weguelin to his first meeting as Councillor.

2 ELECTION OF PRESIDENT

Mr Julian Murphy called for nominations for President. Mr Murphy allowed sufficient time for nominations for the position of President. Mr Murphy advised that he had received one nomination in writing from Cr Baker prior to the meeting.

As Cr Baker was the only nomination, Mr Murphy declared Cr Baker duly elected as President.

Cr Baker made a declaration of office before Mr Wes Baker JP in accordance with section 2.29 of the Local Government Act 1995. Cr Baker took the chair at 3.06pm.

3 ELECTION OF DEPUTY PRESIDENT

The President, Cr Baker called for nominations for Deputy President. Cr Baker allowed sufficient time for nominations for the position of Deputy President. Cr Baker advised that one nomination in writing had been received prior to the meeting from Cr Downing.

As Cr Downing was the only nomination, Cr Baker declared Cr Downing duly elected as Deputy President.

Cr Downing made a declaration of office before Mr Wes Baker JP in accordance with section 2.29 of the Local Government Act 1995.

Cr Baker thanked Mr Wes Baker JP for his attendance at the meeting. Mr Wes Baker left the meeting at 3.10pm.

4 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

President	L Baker
Deputy President	G E Downing
Councillors	D B Bolt
	D L Hickey
	G A Johnson
	N B Talbot
	M A Weguelin
Chief Executive Officer	J P Murphy
Deputy Chief Executive Officer	T L Dayman
Environmental Health Officer	F Buise (4.13pm- 4.18pm)
Environmental Health Officer	L Bosch (4.13pm- 4.18pm)
Executive Support Officer	A Stone
Guest	W Baker JP (3.00pm – 3.10pm)

Cr Baker congratulated Cr Weguelin on his election to Council and congratulated returning Councillors.

5 PUBLIC QUESTION TIME

There were no members of the public present.

6 OBITUARIES

It was advised that Keith Giles, Tom Stanbury and George Soullier had passed away.

7 GUEST SPEAKERS

8 DECLARATIONS OF INTEREST

9 CONFIRMATION OF MINUTES

(7837) Moved Crs – Johnson and Talbot

That the minutes of the ordinary meeting held on 20 September 2011, be confirmed as a true and correct record.

Carried 7/0

10 BUSINESS ARISING FROM THE MINUTES

11 MINUTES OF COMMITTEES

11.1 WALGA Central Country Zone

(7838) Moved Crs - Bolt and Talbot

That the minutes from the WALGA Central Country Zone meeting held on 30 September 2011, be received.

Carried 7/0

11.2 WALGA State Council Summary

(7839) Moved Crs – Johnson and Hickey

That the minutes from the State Council Summary Meeting held on 5 October 2011, be received.

Carried 7/0

11.3 Tidy Towns Committee

(7840) Moved Crs – Weguelin and Hickey

That the minutes from the Tidy Towns Committee meeting held on 19 September 2011, be received.

Carried 7/0

11.4 Senior Citizens Committee AGM

(7841) Moved Crs – Bolt and Talbot

That the minutes from the Senior Citizens AGM held on 29 September 2011, be received.

Carried 7/0

12 MATTERS REQUIRING A COUNCIL DECISION

12.1 Finance & Administration Reports

12.1.1 APPOINTMENT OF MEMBERS TO COMMITTEES OF COUNCIL

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 10 October 2011 Reporting Officer: Julian Murphy, Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: GOV 0021

BACKGROUND

In accordance with section 5.9 and 5.10 of the Local Government Act 1995 Council following the 2009 Local Government elections has established the following Committees and appointed the following persons as members:

Finance and Administration Committee

Cr Hickey	Cr Downing
Cr Talbot	Cr Baker

CEO

Works and General Purposes Committee

Cr Bolt	Cr Downing
Cr Szczecinski	Cr Johnson

CEO

Health, Building and Planning Committee

Cr Talbot	Cr Baker
Cr Bowles	Cr Bushell

CEO

Audit Committee

Cr Bushell	Cr Baker
Cr Bowles	Cr Downing

The tenure of members of Council Committees expired on the recent Local Government elections day on 15 October 2011.

COMMENT

It is recommended that Council review the function of its committees and appoint new members to the committees for the new term of Council.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 5.9 and 5.10 Committees of Council.

POLICY IMPLICATIONS

Council does not have a policy on this matter.

FINANCIAL IMPLICATIONS

Budgeted expenditure for meeting fees and cost associated with committees.

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council establish the following committees and appoint the following members to each committee:

Finance and Administration Committee

Four Councillors and the CEO

Works and General Purposes Committee

Four Councillors and the CEO

Health, Building and Planning Committee

Four Councillors and the CEO

Audit Committee

President, Deputy President and two Councillors

COUNCIL RESOLUTION

(7842) Moved Crs - Johnson and Hickey

That Council establishes the following committees and appoint the following members to each committee:

Finance and Administration Committee

<i>Cr Hickey</i>	<i>Cr Downing</i>
<i>Cr Talbot</i>	<i>Cr Baker</i>
<i>CEO</i>	

Works and General Purposes Committee

<i>Cr Bolt</i>	<i>Cr Downing</i>
<i>Cr Hickey</i>	<i>Cr Johnson</i>
<i>CEO</i>	

Health, Building and Planning Committee

<i>Cr Talbot</i>	<i>Cr Baker</i>
<i>Cr Johnson</i>	<i>Cr Weguelin</i>
<i>CEO</i>	

Audit Committee

<i>Cr Baker</i>	<i>Cr Downing</i>
<i>Cr Bolt</i>	<i>Cr Hickey</i>

12.1.2 APPOINTMENT OF MEMBERS TO ADVISORY COMMITTEES

Applicant: Shire of Corrigin
Location: Shire of Corrigin
Date: 10 October 2011
Reporting Officer: Julian Murphy, Chief Executive Officer
Disclosure of Interest: No interest to disclose
File Number: GOV 0021

BACKGROUND

Council has established the following advisory committees and appointed the following members to the committees:

Recreation Planning Committee

Julian Murphy	Graeme Downing
Ron Poultney	Cameron Stone
Jackie Jones	Kim Courboules
Sandy Turton	

Rockview Land Management Committee

Greg Johnson	Gary Bushell
Graeme Downing	Des Hickey

Corrigin Community Resource Centre Committee

Julian Murphy	Vicki Szczecinski
Val Downing	Taryn Dayman
Heather Talbot	Karen Wilkinson
Heather Ives	Bev Swithenbank
Christine Baker	Tracey Hodgson
Sandy Turton	

COMMENT

It is recommended that Council review the function of its committees and appoint new members to the advisory committees.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Council does not have a policy on this matter.

FINANCIAL IMPLICATIONS

Budgeted expenditure for costs associated with advisory committees.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council appoint the following members to the following advisory committees:

Recreation Planning Committee

<i>Julian Murphy</i>	<i>Graeme Downing</i>
<i>Ron Poultney</i>	<i>Cameron Stone</i>
<i>Jackie Jones</i>	<i>Kim Courboules</i>

Rockview Land Management Committee

Four Councillors

Corrigin Community Resource Centre Committee

<i>Julian Murphy</i>	<i>Graeme Bissett</i>
<i>Vicki Szczecinski</i>	<i>Val Downing</i>
<i>Heather Talbot</i>	<i>Karen Wilkinson</i>
<i>Heather Ives</i>	<i>Bev Swithenbank</i>
<i>Christine Baker</i>	<i>Tracey Hodgson</i>
<i>Taryn Dayman</i>	

COUNCIL RESOLUTION

(7843) Moved Crs – Cr Talbot and Downing

That Council appoints the following members to the following advisory committees:

Recreation Planning Committee

<i>Julian Murphy</i>	<i>Graeme Downing</i>
<i>Ron Poultney</i>	<i>Cameron Stone</i>
<i>Jackie Jones</i>	<i>Kim Courboules</i>
<i>Lyn Baker</i>	

Rockview Land Management Committee

<i>Greg Johnson</i>	<i>Norm Talbot</i>
<i>Graeme Downing</i>	<i>Des Hickey</i>

Corrigin Community Resource Centre Committee

<i>Julian Murphy</i>	<i>Taryn Dayman</i>
<i>Vicki Szczecinski</i>	<i>Val Downing</i>
<i>Heather Talbot</i>	<i>Karen Wilkinson</i>
<i>Heather Ives</i>	<i>Bev Swithenbank</i>
<i>Christine Baker</i>	<i>Tracey Hodgson</i>

Carried 7/0

12.1.3 APPOINTMENT OF COUNCIL REPRESENTATIVES TO ORGANISATIONS

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 10 October 2011 Reporting Officer: Julian Murphy, Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: GOV 0021

BACKGROUND

Council has appointed the following representatives to the following external organisations and committees:

Eastern Districts Regional Health Scheme

Cr Downing Cr Baker

Narrogin Zone Control Authority (Dept of Ag)

Member	Deputy
Cr Szczeciniski	Cr Bolt

CDHS Parents and Citizens Association

Cr Talbot

Senior Citizens Committee

Cr Bowles

Eastern Districts Business Enterprise Centre

Cr Baker CEO DCEO

Wheatbelt South Regional Road Group

President Deputy President

Tidy Towns Committee

Cr Downing

Central Agcare

Cr Baker

Roe Regional Organisation of Councils

Member	Deputy
President	Deputy President
CEO	Deputy CEO

Roe Tourism Association

ESO

Lockhart River Drainage Working Group

Cr Bolt David Abe

Corrigin Historical Society

Cr Szczecinski

Community Development Fund Committee

Cr Downing

Corrigin Centenary Committee

Cr Baker

Corrigin Health Advisory Group

Cr Bolt

COMMENT

The Lockhart River Drainage Working Group and the Narrogin District Consultative Group/ZCA do not appear to have held meetings during the previous two year term of Council. It is recommended that Council not nominate a representative to these two groups.

It is recommended that council review its representatives to external organisations and committees.

POLICY IMPLICATIONS

Council does not have a policy on this matter.

FINANCIAL IMPLICATIONS

Budgeted expenditure for cost associated with providing representatives to external organisations and committees.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council appoints the following representatives to the following organisations and committees:

Eastern Districts Regional Health Scheme

Two Councillors

CDHS Parents and Citizens Association

One Councillor

Senior Citizens Committee

One Councillor

Small Business Centre Eastern Wheatbelt

One Councillor and one staff member

Wheatbelt South Regional Road Group

President and Deputy President

Tidy Towns Committee

One Councillor

Central Agcare

One Councillor

Roe Regional Organisation of Councils

<i>Member</i>	<i>Deputy</i>
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<i>President</i>	<i>Deputy President</i>
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<i>CEO</i>	<i>Deputy CEO</i>
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Roe Tourism Association

One Councillor and one staff member

Corrigin Historical Society

One Councillor

Community Development Fund Committee

One Councillor

Corrigin Centenary Committee

One Councillor

Corrigin Local Health Advisory Group

One Councillor

COUNCIL RESOLUTION

(7844) Moved Crs – Bolt and Talbot

That Council appoints the following representatives to the following organisations and committees:

CDHS Parents and Citizens Association

Cr Weguelin

Senior Citizens Committee

Cr Baker

Small Business Centre Eastern Wheatbelt

<i>Cr Baker</i>	<i>CEO</i>
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Wheatbelt South Regional Road Group

<i>Cr Baker</i>	<i>Cr Downing</i>
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Tidy Towns Committee

Cr Downing

Central Agcare

Cr Bolt

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<i>Member</i>	<i>Deputy</i>
<i>President</i>	<i>Deputy President</i>
<i>CEO</i>	<i>Deputy CEO</i>

Roe Tourism Association
ESO

Corrigin Historical Society
Cr Talbot

Community Development Fund Committee
Cr Downing

Corrigin Centenary Committee
Cr Baker

Corrigin Local Health Advisory Group
Cr Baker

Carried 7/0

12.1.4 COMMUNITY RESOURCE CENTRE

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 18 October 2011 Reporting Officer: Heather Ives, Corrigin CRC Coordinator Disclosure of Interest: No interest to disclose File Number: CMS/005/03

COMMENT

1. September 2011 Advertising:

'The Windmill' Newspaper (12/9/2011 Edition - 1pg):

- Youth Mental Health 1st Aid Course – *date & details*
- MC License Assessments Course – *date & details*

E'News:
selection

- Corrigin Movie Club – *September date reminder & movie selection*
- MC License Assessments Course – *date & details*

Corrigin CRC Website: www.corrigin.crc.net.au

- Corrigin Movie Club – 13/9/11
- Wildflowers & Woodlands Walk (Corrigin Reserve) – 7/10/11
- Community Walk (Adventure Park)– 9/10/11
- Bikeride in the Bush (Corrigin Reserve) – 14/10/11
- Corrigin Ladies 'Lunch on the Lawn' event - 25/10/11

2. SEPTEMBER 2011 Room Bookings:

Conference Room	5
Professional Office	2
Video Conference Room	0
Computer Training Room	0
Exam Supervisions	0

3. SEPTEMBER 2011 Courses / Workshops / Training / Information Seminars/Meetings:

Forklift Course	10 participants
Corrigin Movie Club (SEPT) <i>"The Blind Side"</i>	17 people
Youth Mental Health 1 st Aid Course	13 participants
MC License Course	4 people
Skill Hire - Employment Agency	1 appointment
Community First - Employment Agency	7 appointments

General Business:

- Corrigin CRC Level Reassessment – *Awaiting official RDL notification & increase in CRC Operational Funding to \$60,000pa.*
- New Corrigin CRC 'Information Packs' x 500 completed - *CRC Marketing & Promotion Funding \$2,500.*

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- AWACRC AGM & CRC Marketing Training Course @ Perth Zoo, Sept 13&14 - *Coordinator attended.*
 - Tenille Ebsary (Assistant Coordinator) resignation (*as of 30/9/11*).
 - Shire & Corrigin CRC - Position advertised – *close date 7/10/11*
4. Grant Funding:
Corrigin CRC "Community BBQ Trailer" – *Suppliers sourced & project quotes obtained.*
\$10,000 CRC Special Project Funding Application submitted 14/10/2011 - *Awaiting outcome.*
5. CORRIGIN CRC Monthly Usage: September 2011

CUSTOMERS ACCESSING 'FEE FOR SERVICE' & SALES <i>September 2011:</i>					
COMPUTER ROOM	MTHLY	YTD	HIRE	MTHLY	YTD
Internet Use	89	330	Room Hire (payments)	3	9
Computer Use	4	12	Data Projector Hire	-	5
Wireless Hotspot	-	3	Laptop Hire	-	0
SERVICES			Folding Machine Hire	-	0
B&W Printing / Photocopies	48	142	Portable Projector Screen Hire	1	3
Colour Printing / Photocopies	23	49	White Boards Hire	-	0
Photo Printing	2	4	Portable Pin-Up Board Hire	-	0
Laminating	7	15	Engraver Hire	-	0
Faxing	12	48	NLIS Wand Hire	-	0
Binding	-	1	SALES		
Secretarial Services	13	34	Phonebook Sales	7	40
Scanning	4	10	Birds of the W/belt Book Sales	-	0
Desktop Publishing	-	0	Map Book Sales	-	1
CD / DVD Burning	1	2	Corrigin Book Sales	2	3
Computer Training (one-on-one)	-	1	Shire Polo Shirt Sales	-	1
Phone Calls	-	1	CD Sales	-	0
FEES			Corrigin Post Card Sales	2	7
Corrigin CRC 2011 Membership	-	0	Corrigin Wrapping Paper Sales	3	4
Corrigin Movie Club	7	8	OTHER		
Training Course (payments)	9	9	Folding	2	3
University Exam Invigilation	-	0	Yealering Book Sale	-	0
IP Video Conferencing	-	0	Bulyee / Kweda Book Sale	-	0
			Bilbarin Book Sale	-	0

Monthly People through the Door : 239

CUSTOMERS ACCESSING CORRIGIN CRC SERVICES <i>September 2011:</i>					
SERVICE	MTHLY	YTD	SERVICE	MTHLY	YTD
Phonebook - Enquiries	1	17	Dept. of Veterans' Affairs	2	4
Centrelink	39	127	Courses & Education Enquiries	19	26
Tourism	52	80	General Enquiries	95	232
Conferences/Training/Meetings	74	281	Corrigin Toy Library	15	49

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Government Info. Access Point	6	10	ATO	3	3
Broadband for Seniors (BFS)	20	52	Video Conferencing	-	3
Medicare	7	15			
<u>Monthly People through the Door</u> : 333					

TOTAL: 572 (*Paying Customers and Customer Services provided for September 2011*)

Annual Summary Report: (*Paying Customer's and Customer Services provided*)

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YEAR TOTAL
2003-04	440*	440*	440*	440*	440*	440*	No stat	No stat	No stat	No stat	132	276	3,048
2004-05	271	253	433	535	459	366	214	397	510	443	270	338	4,489
2005-06	373	370	391	526	605	511	297	509	735	488	562	443	5,810
2006-07	471	610	544	523	515	440	537	562	657	584	491	501	6,432
2007-08	535	613	537	714	511	520	561	510	625	733	576	469	6,904
2008-09	479	444	581	532	501	411	417	501	575	525	543	651	6,160
2009-10	629	682	626	757	590	727	421	623	715	529	491	539	7,329
2010-11	708	610	871	759	465	530	426	444	611	413	607	691	7,135
2011-12	568	536	572										

**Statistics taken from Old Telecentre Data (CWA Building location)*

OFFICER'S RECOMMENDATION

That Council receives the Corrigin Community Resource Centre's Report.

COUNCIL RESOLUTION

(7845) Moved Crs – Johnson and Hickey

That Council receives the Corrigin Community Resource Centre's Report.

Carried 7/0

12.1.5 ACCOUNTS FOR PAYMENT – SEPTEMBER 2011

Applicant: Shire of Corrigin
Location: Shire of Corrigin
Date: 11 October, 2011
Reporting Officer: Shannon Aldworth, Finance Officer
Disclosure of Interest: No interest to disclose
File Number: FM 0036

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 cheques and EFT payments that have been raised for the Council meeting and also during the month of September 2011 are attached.

After payment of the following cheques and EFT payments, the balance of creditors will be \$NIL

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 2011/2012 Annual Budget.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse vouchers 19418 to 19436, and EFT Payments in the Municipal Fund, totalling \$649,365.73, Cheques 3280 to 3285 and EFT Payments in the Trust fund totalling \$1,420.01, and EFT Payments in the Licensing account totaling \$52,179.40; total payments for September \$702,965.14

COUNCIL RESOLUTION

(7846) Moved Crs – Talbot and Hickey

That Council endorse vouchers 19418 to 19436, and EFT Payments in the Municipal Fund, totalling \$649,365.73, Cheques 3280 to 3285 and EFT Payments in the Trust fund totalling \$1,420.01, and EFT Payments in the Licensing account totaling \$52,179.40; total payments for September \$702,965.14

Carried 7/0

12.1.6 MONTHLY FINANCIAL REPORT – SEPTEMBER 2011

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 10 October 2011 Reporting Officer: Taryn Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0036
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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.

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.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopts the Statement of Financial Activity for the month ending 30 September 2011, as presented, and note any material variances.

COUNCIL RESOLUTION

(7847) Moved Crs – Bolt and Weguelin

That Council adopts the Statement of Financial Activity for the month ending 30 September 2011, as presented, and note any material variances.

Carried 7/0

12.1.7 ANNUAL REPORT

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 26 September 2011 Reporting Officer: Taryn Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0045
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BACKGROUND

In accordance with Section 5.53 of the Local Government Act 1995 Council is required to prepare and accept the annual report for each financial year no later than 31 December.

COMMENT

Council's appointed auditor, UHY Haines Norton, completed the final audit of Council's finances and operations in August 2011. A copy of the audit report and management report is attached.

Council is required to select a date for the Electors meeting that is no more than 56 days from acceptance of the annual report. This means that Council needs to hold the Electors meeting on or before 13 December 2011.

It is proposed that the Electors meeting be held on Wednesday 7 December 2011 commencing at 7.30pm

As well as advertising in the windmill and Narrogin Observer, Council's audit report and financial statements will be combined in a booklet and distributed to ratepayers informing them of the date of the Electors Meeting.

STATUTORY ENVIRONMENT

Section 5.27, 5.54 & 7.12A Local Government Act 1995.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Printing and postage costs as per 2011/2012 budget allocation.

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

- 1) Accepts the Audit Report for the 2010/11 financial year as presented;*
- 2) Adopts the Annual Report for the year ended 30 June 2011 as presented; and*
- 3) Holds a General Meeting of Electors on Wednesday 7 December 2011 commencing at 7.30pm at the Corrigin Community Resource Centre.*

COUNCIL RESOLUTION

(7848) Moved Crs – Johnson and Bolt

That Council:

- 1) Accepts the Audit Report for the 2010/11 financial year as presented;*
- 2) Adopts the Annual Report for the year ended 30 June 2011 as presented; and*
- 3) Holds a General Meeting of Electors on Wednesday 7 December 2011 commencing at 7.30pm at the Corrigin Community Resource Centre.*

Carried by absolute majority 7/0

12.1.8 CSRFF APPLICATION – CORRIGIN RECREATION AND EVENTS CENTRE

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 6 October 2011 Reporting Officer: Heather Talbot, Community Development Officer Disclosure of Interest: No interest to disclose File Number: GS 0001
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BACKGROUND

Council has been planning for the replacement of the Cyril Box Pavilion with a suitable multi-purpose facility since 2000. The development of the Corrigin Recreation and Events Centre is the final product of this planning process. The current design concept includes indoor courts/events area, squash court, football change rooms, female change rooms, additional toilets and storage facilities, offices, meeting room, gym, large kitchen and function area.

In June 2011 Council decided to proceed with the concept and progress grant applications to the various funding bodies.

COMMENT

As part of the grant application process for the Department of Sport and Recreations, CSRFF fund, Council is required to endorse the grant application. Funding is being sought for the first stage in the construction with all of the above facilities except for the indoor court/events area to be included.

The total anticipated cost of this stage as provided by an up to date cost estimate from Merefield Wilde and Woollard is \$4,575,861 (excluding GST). Council is seeking funding of \$600,000 including GST from the CSRFF fund. The other funds are to come from Lotterywest, Royalties for Regions, the community and Shire funds. A detailed breakdown is attached.

Council will be advised whether or not the application has been successful by March 2012 and if successful it is anticipated construction would commence in September 2012 for completion in August 2013.

No other CSRFF applications have been submitted to Council for consideration.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Council does not have a policy regarding this matter.

FINANCIAL IMPLICATIONS

Expenditure required in the 2012/13 Annual Budget from Reserve and Loan Funds.

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENT

Simple

OFFICER'S RECOMMENDATION

Endorse the application to the Department of Sport and Recreation, CSRFF fund for the construction of the Corrigin Recreation and Events Centre, and ranks the application as the first priority for the Shire of Corrigin.

COUNCIL RESOLUTION

(7849) Moved Crs – Downing and Johnson

Endorse the application to the Department of Sport and Recreation, CSRFF fund for the construction of the Corrigin Recreation and Events Centre, and ranks the application as the first priority for the Shire of Corrigin.

Carried 7/0

Cr Hickey left the meeting at 4.11pm and returned to the meeting at 4.13pm with the MEHBS, Mr Buise and EHO, Ms Bosch.

12.2 Health Building & Planning Reports

12.2.1 MEHBS – INFORMATION UPDATE

Applicant: Shire of Corrigin Location: Whole of Shire Date: 11 October 2011 Reporting Officer: Frank Buise, MEHBS Disclosure of Interest: No Interest to Disclose File Number: CM 0007

BACKGROUND

The following is to update Councillors on various issues within the Health & Building and Town Planning area.

COMMENT

The following information is supplied for Council's information:

Building License's Issued Under Delegated Authority

No building licenses were issued for the period.

Waste and Recycling Data Census

The census has now been completed for the Shire. It is expected that the tonnages quoted in the census will be the tonnages that the proposed rural landfill levy will apply to. There needs to be a lot of work done to reduce landfilled rubbish and increase recycling even if the product needs to be stored. Education will be a significant tool in achieving better results. The MEHBS has approached City of Stirling for some guidance and help.

Building Commission Update

As Councillors will be aware the new Building Act 2011 was due to commence on 31 October 2011. Unfortunately the implementation has been postponed until January 2012. This will give everyone the time needed to implement the changes correctly without the rush.

Waste Management Conference

The MEHBS attended the Waste Management Conference at Fremantle for 3 days commencing 14 September 2011. The first day was a trip to Tamala Park to view the operations of the Household Hazardous Waste (HHW) facility. This facility has been in operation for several years and has a good track record of the amount of HHW (paint, batteries, acids and pesticides) that are recycled/disposed. There is to be a push shortly for more LG involvement in HHW collection.

The facility has an education section which host tours from different metropolitan schools, and interested organizations.

Day two saw talks on the collection of data from Local Governments and discussions on the complexities of collecting the information. The introduction of Waste Local Laws was discussed. These local laws have been compiled by WALGA and DEC. During day two the MEHBS attended the funeral for the late Trevor Walker (EHO) at Fremantle Cemetery.

Day three was a range of topics from experiences in USA and how some counties used gift incentives to attract people to recycle (digital thermometer). An open forum created a lot of discussion on waste and lack of recycling in WA.

Annual Leave

The MEHBS took annual leave from 19 September to 3 October 2011.

General

As usual general advice, building and health inspection work, tip inspections, including complaints, etc have taken place.

STATUTORY ENVIRONMENT

Various

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no direct financial implications in relation to this item

STRATEGIC IMPLICATIONS

There are no direct strategic implications in relation to this item

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the MEHBS information update.

COUNCIL RESOLUTION

(7850) Moved Crs – Johnson and Weguelin

That Council receives the MEHBS information update.

Carried 7/0

12.2.2 FOOD SAFETY COMPLIANCE AND ENFORCEMENT POLICY

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 6 October 2011 Reporting Officer: Lauren Bosch, EHO Disclosure of Interest: No interest to disclose File Number: LE 0017
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BACKGROUND

The Department of Health (WA) administers the *Food Act 2008 (The Act)*. The Shire of Corrigin is a designated enforcement agency under the provisions of the Act.

The objectives of the *Act* as defined in Section 3 of the Act include the following:

- (a) to ensure food for sale is both safe and suitable for human consumption,
- (b) to prevent misleading conduct in connection with the sale of food,
- (c) to provide for the application in the State of the Food Standards Code.

The *Australia New Zealand Food Standards Code* is defined in the Food Standards Australia New Zealand Act, 1991 of the Commonwealth of Australia. Enforcement of the Food Act is essential for the effective management of food safety risks and the prevention of misleading conduct in connection with the sale of food.

The proposed Food Safety Compliance and Enforcement Policy sets out the Shire's policy on compliance and enforcement that will facilitate the effective achievement of the regulatory goals of the Act in a manner that is:

- Authorised by law;
- Procedurally fair;
- Accountable and transparent;
- Consistent; and
- Proportionate.

The policy recognises that most food businesses want to comply with the law and produce food that is safe and correctly labelled. The compliance and enforcement role of the Shire of Corrigin is to protect consumers from a minority who may not act in the interests of food safety. The enforcement options of this policy are not required to be enacted on food businesses who act responsibly and it is the Council's aim to provide education to food handlers to maintain the safety of food products produced or sold within the Shire of Corrigin. It is however important that these enforcement options are clearly understood so that any action the Council takes against a food handler or food premises is within the scope of the law and is appropriate for the given circumstances.

COMMENT

West Australian food law is outcome based to allow food businesses a high level of flexibility. Enforcement agencies therefore require a high level of support to ensure the law is enforced and the objectives of the legislation are achieved. A compliance and enforcement policy

provides a framework to implement a collaborative approach to enforcement action to achieve compliance. The approach is fair and transparent, and promotes consistency across the board.

The Food Safety Compliance and Enforcement Policy is presented in draft form for Council consideration. Once Council has considered the policy and if it is endorsed, the draft will be made final and the policy will be put into use by staff.

STATUTORY ENVIRONMENT

Food Act 2008

Food Regulations 2009

Australia New Zealand Food Standards Code

POLICY IMPLICATIONS

The proposed new Food Safety Compliance and Enforcement Policy aims:

- To provide transparency to consumers and industry on how the Shire of Corrigin will make decisions on enforcement action;
- To guide decision making and action by Council Officers in the use of enforcement options;
- To use regulatory implements in such a way as to best achieve the Council's strategic and operational objectives.

FINANCIAL IMPLICATIONS

There are no direct financial implications in relation to this matter.

STRATEGIC IMPLICATIONS

The Shire of Corrigin Strategic Plan promotes strategies to enhance community, health well being and safety.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopts the Food Safety Compliance and Enforcement Policy as proposed.

COUNCIL RESOLUTION

(7851) Moved Crs – Bolt and Downing

That Council adopts the Food Safety Compliance and Enforcement Policy as proposed.

Carried 7/0

The MEHBS and EHO left the meeting at 4.18pm.

12.3 Works & General Purpose Reports

12.3.1 REQUEST FOR FIREBREAK EXEMPTION – I & H LEE

Applicant: Ivan & Helen Lee Location: 591 Bulyee Rd Bulyee Date: 13 October 2011 Reporting Officer: Julian Murphy, Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: ES0006

BACKGROUND

Council's Firebreak Order 2011/12 requires landholders on rural land to install firebreaks not less than 2.44m wide along all external boundaries of the property as well as in a position to divide land into areas not exceeding 250 hectares. Landowners may seek permission from Council to install firebreaks in alternative positions if it is impractical to comply with the Firebreak Order.

Council has received a request from Ivan & Helen Lee of 591 Bulyee Rd Bulyee for permission to install firebreaks that divide parts of their property into areas exceeding 250 hectares. They have two paddocks one 388 hectares and one 306 hectares which they state are impractical to divide into smaller areas with firebreaks.

A plan of the property and proposed location of the firebreaks is attached.

COMMENT

Council has previously granted permission to the applicants to maintain firebreaks in paddocks exceeding 250 hectares. The proposed larger paddocks border the Bulyee Road and have adequate access. The paddocks whilst exceeding 250 hectares are not considered impractical to manage from a fire control perspective.

STATUTORY ENVIRONMENT

Bush Fires Act 1954

POLICY IMPLICATIONS

Council regulations on firebreaks is outlined in the annual Firebreak Order issued under section 33 of the Bush Fires Act 1954.

FINANCIAL IMPLICATIONS

There are no direct financial implications in relation to this item

STRATEGIC IMPLICATIONS

There are no direct strategic implications in relation to this item

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council in accordance with the Shire of Corrigin Firebreak Order 2011/12 grants permission to Ivan & Helen Lee of 591 Bulyee Road Bulyee to install firebreaks, so as to divide paddocks into areas exceeding 250 hectares, on their property for the 2011/12 fire season in the positions outlined in their application to Council dated 3 October 2011.

COUNCIL RESOLUTION

(7852) Moved Crs – Johnson and Hickey

That Council in accordance with the Shire of Corrigin Firebreak Order 2011/12 grants permission to Ivan & Helen Lee of 591 Bulyee Road Bulyee to install firebreaks, so as to divide paddocks into areas exceeding 250 hectares, on their property for the 2011/12 fire season in the positions outlined in their application to Council dated 3 October 2011.

Carried 7/0

12.3.2 FINANCIAL ASSISTANCE SPECIAL PROJECT GRANT

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 11 October 2011 Reporting Officer: Taryn Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: GS 002

BACKGROUND

Council was allocated \$112,000 Special Project Funding from the Commonwealth Government as part of its Financial Assistance Grants (FAGS) to carry out substructure repairs to bridge 0643 and bridge 0644 located along Kurrakutten Lake/Hyden River – Corrigin Bruce Rock Road.

COMMENT

After receiving advice of the Special Project Funding allocation, Council was given the option to carry out these repairs itself or appoint Main Roads WA as the contractor. Main Roads was elected to carry out the repairs on the two bridges totaling \$112,000.

Shire Staff were of the understanding that the Special Project Funding would be paid to Main Roads WA directly and Council would not receive any invoices from Main Roads WA. As at 30 June 2011 no invoices had been received.

On the 29 September 2011 Council received invoice 8001959 \$56,005.02 and invoice 8001963 \$48,308.56 (excluding GST) for the substructure repairs to Bridge 0643 & 0644 from the Department of Finance Shared Services on behalf of Main Roads WA.

Further investigations have revealed that Council received the \$112,000 Special Project Funding as part of the quarterly FAGS payments in the 2010-2011 financial year and that this amount should have been restricted to reflect the unexpended grant payment.

Council is now required to pay invoice 8001959 and invoice 8001963 totaling \$104,313.58 (ex GST).

Council initially included \$112,000 in the 2010-2011 budget as a capital item. As these works were for repairs the correct classification should be 'maintenance' and included as operating expenditure. Council has budgeted an amount of \$428,387 for Road Maintenance Expense in the 2011-12 budget. It would be acceptable that the repairs to the bridges be allocated to this budget provision.

While in the past number of years Council has not fully utilized the total allocation for Road Maintenance, this expense will put a strain on this allocation and the overall budget. The CEO and DCEO will need to monitor the 2011-12 budget closely and ensure that a balance budget is maintained. This will also be taken into consideration as part of the 2011-12 Budget Review to be conducted in March 2012.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Expenditure on road maintenance for 2011-2012

STRATEGIC IMPLICATIONS

There are no direct strategic implications in relation to this item

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council authorises the payment of invoices 8001959 and 8001963 totaling \$104313.58 (ex GST) to the Department of Finance Shared Services for the substructure repairs to bridge 0643 and bridge 0644.

COUNCIL RESOLUTION

(7853) Moved Crs – Downing and Talbot

That Council authorises the payment of invoices 8001959 and 8001963 totaling \$104313.58 (ex GST) to the Department of Finance Shared Services for the substructure repairs to bridge 0643 and bridge 0644.

Carried 7/0

12.3.3 DILLING RAILWAY ROAD

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 13 October 2011 Reporting Officer: Julian Murphy, Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: ROA 123
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BACKGROUND

At its meeting held on 20 November 2007 Council considered an application from Messrs Robbins & J Trengove, the owners of the property at Location 21938 Dilling Railway Road Corrigin to establish a transport depot (Western Stabilisers) on the land. In consideration of the development application Council made the following decision:

That Council subject to the notification of any potentially affected nearby neighbours gives approval under the provisions of its Town Planning Scheme No. 2 to permit the proposed transport depot at Location 21938 Dilling Railway Road in this zone as detailed in the submitted application dated 14 November 2007 and in accordance with the additional information supplied on the 20 November 2007 under the following conditions:

- 1. The use of this site has been assessed as "Transport Depot" under Council's Town Planning Scheme. This includes vehicle loading and unloading and maintenance with limited temporary onsite storage of goods. Any other use outside this is to be put to Council for consideration;*
- 2. That the processes used on this site causes nil emissions outside the site;*
- 3. The storage of flammable/dangerous goods complies with the relevant State Government requirements and that any approval required is obtained and implemented prior to the use of this building;*
- 4. Legal access to the Brookton Highway to the North be formalised by way of a legal agreement with the adjoining landowners or the Public Transport Authority and the road surface be stabilised and constructed to a standard approved by Council so to prevent dust generation;*
- 5. Construction does not commence until a Building Licence application is submitted and a licence issued;*
- 6. Details of the location and construction washdown bay are to be supplied to Council's EHO/BS for consideration prior to installation. No oil discharge will be permitted off this area to natural ground;*
- 7. This approval lapses if not acted upon within 2 years;*
- 8. The proposed car parking is to allow for 10 spaces line marked with an allowance made for 1 accessible parking space with complying signage.;*
- 9. The parking/vehicle areas are sealed to a standard to minimize dust generation and permit all weather access;*
- 10. Additional information is to be supplied in consultation with the EHO/BS in relation to the landscaping required. Hardy species are recommended;*
- 11. Landscaping areas are to be maintained;*
- 12. At least one accessible toilet in accordance with AS1428 is to be supplied;*
- 13. Council reserves the right to limit the hours of operation if complaints are received in relation to the noise generated from the site and vehicles movements;*

14. *External storage of materials must be done in an orderly way, screening may be required if this does not occur;*
15. *The applicant is to negotiate with the EHO/BS in relation to approving the appearance from the street with signage or landscaping; and*
16. *If as a result of notification, adverse comments are received this matter is to be reconsidered by Council at its next meeting.*

Since the approval granted by Council, Western Stabilisers has commenced business at the location and constructed buildings in accordance with Council approvals. The issue of road access to the property as outlined in condition 4 of Council's approval has not yet been fully resolved.

Since the date of Council's original approval to establish the business at the Dilling Railway Road, Western Stabilisers have negotiated with the Public Transport Authority (PTA) for permission to establish access to the property via the adjoining railway reserve. Whilst the PTA has agreed to the use of the railway reserve for access to the property the owners are not happy with the conditions of the approval and are seeking assistance from the Shire of Corrigin.

An alternative access route is possible via the adjoining Corrigin Abattoir land. The CEO has negotiated access to the abattoir land to establish a new road to connect with the Western Stabilisers property. This new road would become an extension of the Dilling Railway Road and intersect with Woglin Street near the abattoir entrance. A map showing the proposed road extension is attached. Some realignment of Woglin Street will be required past the Corrigin Saleyards as well as some surface correction works (reseal) of the existing bitumen seal to accommodate the increase in heavy trucks along the road.

The establishment of the new road will require that a portion of the abattoir lot 11595 Dilling Railway Road be excised and dedicated as a road reserve. The road will then need to be constructed with new fencing, drainage and signs. A new access road will need to be established off the new road to the abattoir business.

The abattoir owners have raised some concern about an increased amount of dust which may affect the processing of meat at their facility. The proposed new road will be significantly closer to the abattoir than the existing railway access track currently being used by Western Stabilisers. Practically the best solution to reduce dust will be to seal the road past the abattoir or along its entire length.

Staff have completed a cost estimate to construct the new road in the proposed location as follows:

- To dedicate and construct a new 1.2km gravel road (including survey & fencing) \$163,000
- To seal the road with a two coat bitumen seal 7m wide \$102,600
- Total cost to extend the existing Dilling Railway Road to connect with Woglin St and Brookton Highway \$265,600

Western Stabilisers have been asked to provide comment on their financial contribution to the project but were not able to provide a response prior to the preparation of this report.

COMMENT

The establishment of a new dedicated road using a portion of the abattoir land will provide a solution to the ongoing issue of access to land on the Dilling Railway Road south west of Woglin Street. The new road will require a significant amount to establish as there are a number of drainage and earthwork issues to be addressed as part of the construction.

Council has made no allowance in the current budget for this project, however some of the initial fencing, layout, survey and design costs can be met from existing budget provisions.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no direct financial implications in relation to this item

STRATEGIC IMPLICATIONS

There are no direct strategic implications in relation to this item

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. Establishes an extension of the Dilling Railway Road to the intersection with Woglin Street utilizing a portion of Location 11595 Dilling Railway Road Corrigin;*
- 2. Authorises the CEO to proceed with the necessary processes to dedicate and establish the new road reserve; and*
- 3. Considers the construction of the new road as part of the mid year budget review in early 2012.*

COUNCIL RESOLUTION

(7854) Moved Crs – Bolt and Johnson

That Council:

- 1. Establishes an extension of the Dilling Railway Road to the intersection with Woglin Street utilizing a portion of Location 11595 Dilling Railway Road Corrigin;*
- 2. Authorises the CEO to proceed with the necessary processes to dedicate and establish the new road reserve; and*
- 3. Considers the construction of the new road as part of the mid year budget review in early 2012.*

Carried 7/0

13 NOTICE OF MOTIONS –

There were no Notices of Motions.

14 NOTICE OF MOTIONS – NEXT MEETING –

There were no Notices of Motions

15 CHIEF EXECUTIVE OFFICERS REPORT

The CEO advised that he will be conducting Interviews for the Administration Officer position on 20 October 2011.

The CEO advised that asphalt for outside the Shire Office administration building is scheduled for installation on 21 October 2011.

The CEO gave an update on the Swimming Pool Upgrade Project. The opening of the outdoor pools is scheduled for early November 2011. The Hydrotherapy Pool will be nearing completion towards the end of the year.

16 PRESIDENTS REPORT

Cr Baker advised that she had attended the following meetings and functions over the past month: LEMC Meeting on 26 September 2011; Zone Meeting on 30 September 2011; and Airstrip Patient Transfer Facility Opening on 5 October 2011.

17 COUNCILLORS REPORTS

Cr Bolt congratulated staff on the facility at the Airstrip.

He noted that he, Nola Forbes and Alan McAndrew met with Tuck Waldron about the Southern Inland Health Initiative.

18 URGENT BUSINESS

There was no urgent business

19 INFORMATION BULLETIN

There was nothing from the Information Bulletin.

20 WALGA & CENTRAL ZONE MOTIONS

There was no WALGA or Central Zone Motions.

21 MEETING CLOSURE

There being no further business to discuss, the President thanked everyone for their attendance and closed the meeting at 4.57pm.

President

Date
