

**1. DECLARATION OF OPENING**

The Chairperson, Shire President Cr Lynette Baker opened the meeting at 3:08pm.

**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
Manager Finance	D C Ospina Godoy

**APOLOGIES**

There were no apologies.

**LEAVE OF ABSENCE**

There was no leave of absence.

**3. PUBLIC QUESTION TIME**

There were no members of the public present and no public questions.

**4. MEMORIALS**

It was advised that Gary Ryan and Noel Choyce have passed away since the last meeting.

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

There were no petitions/deputations/presentations/submissions.

**6. DECLARATIONS OF INTEREST**

Cr Baker declared an Impartiality Interest in Item 8.2.5 as she is a Trustee of the Stevenson Trust Fund.

Cr Mason declared an Impartiality Interest in Item 8.2.5 as she is a Trustee of the Stevenson Trust Fund.

Chief Executive Officer (CEO) Rob Paull declared an Impartiality Interest in Item 8.2.5 as the role of CEO is Administrator of the Stevenson Trust Fund.

**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 18 October 2016 (Attachment 7.1 ) be confirmed as a true and correct record.*

***(237/2016) Moved Cr Hickey: Seconded Cr Mason***

***That the minutes of the Ordinary Meeting of Council held on Tuesday 18 October 2016 (Attachment 7.1 ) be confirmed as a true and correct record.***

**Carried 7/0**

## 7.2. COMMITTEE MEETINGS AND BUSINESS ARISING FROM MINUTES

### 7.2.1. CORRIGIN RECREATION & EVENTS CENTRE ADVISORY COMMITTEE (Attachment 7.2.1)

Minutes of the Corrigin Recreation & Events Centre Advisory Committee meeting held on the Tuesday 24 October 2016, include a number of Committee recommendations for Council's consideration.

#### OFFICER'S RECOMMENDATION

*That the minutes of the Corrigin Recreation & Events Centre Advisory Committee meeting held on Tuesday 24 October 2016 (Attachment 7.2.1) be received.*

**(238/2016) Moved Cr Hickey: Seconded Cr Praetz**

***That the minutes of the Corrigin Recreation & Events Centre Advisory Committee meeting held on Tuesday 24 October 2016 (Attachment 7.2.1) be received.***

Carried 7/0

### 7.2.1.1 BACK-BACK BOOKINGS OF THE CYRIL BOX FUNCTION ROOM

#### COMMITTEE RECOMMENDATION

*That Council be recommended to require that the Shire checks the Cyril Box Function Room between back-to back-bookings.*

#### OFFICER'S RECOMMENDATION

*That Council be recommended not to adopt the Committee Recommendation on the basis that it is not a practical means to operate the Cyril Box Function Room.*

*(Note: The Shire has instituted a pre and post usage 'Clean Up Check List' of the Function Room. The Shire will continue to remind hirers to undertake the checklist before using the Function Room and should a hirer feel that the Room was not left in an acceptable state, that they report this to the Shire and provide photographic evidence).*

**(239/2016) Moved Cr Dickinson: Seconded Cr Mason**

***That Council not adopt the Committee Recommendation on the basis that it is not a practical means to operate the Cyril Box Function Room.***

Carried 7/0

## 8. MATTERS REQUIRING A COUNCIL DECISION

### 8.1. CORPORATE & COMMUNITY SERVICES REPORTS

#### 8.1.1. CORRIGIN COMMUNITY RESOURCE CENTRE

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 November 2016
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

Funding Application successful for \$1000 - Corrigin End of Year Street Party 2016

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**CORRIGIN CRC Monthly Usage – October 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	55	226	Phonebook Sales	28	166
Photocopying / Printing / Faxing	43	173	Moments In Time Books	2	3
Laminating / Binding / Folding	7	22	Books Sales	0	1
Secretarial Services / Scans / CD Burn	2	32	Wrapping Paper / Postcard Sales	0	1
Room Hire	14	50	Polo Shirt / Eco Bag Sales	0	1
Equipment Hire	3	10	Phonecalls	0	50
Training / Course Fees	5	22	Sale of Assests	0	0
Resource Centre Membership Fees	0	1	Comedy Show - Ticket Sales	0	0
Exam Supervision	0	0	Movies in the Park - BBQ Sales	0	0
Movie Club Fees	9	29			
<b>Total</b>	<b>138</b>		<b>Total</b>	<b>30</b>	
<u>Monthly People through :</u>	<b>168</b>				
CUSTOMERS ACCESSING 'CORRIGIN CRC SERVICES'					
SERVICE	MTHLY	YTD from July 16	SERVICE	MTHLY	YTD from July 16
Department of Human Services	17	172	Broadband for Seniors (+Webina	13	37
Phonebook Enquiries	4	26	General Enquiries (Face to Face)	113	439
Tourism	45	153	General (Email/Phone/Website/F	127	521
Government Access Point	4	28	Corrigin Toy Library	8	27
Conferences/Training / Westlink	114	300	TR Homes (Referrals)	0	2
Video Conference	5	19			
<b>Total</b>	<b>189</b>		<b>Total</b>	<b>261</b>	
<u>Monthly People through :</u>	<b>450</b>				
<b>TOTAL FOR THE MONTH OF OCTOBER:</b>	<b>618</b>				

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<b>COMMUNITY ECONOMIC / BUSINESS and SOCIAL DEVELOPMENT BOOKINGS</b>			
Description	No's	Room	Govt. Hot Office Booking (HO) / Commercial Booking
Food Sensations - Session 1	3	Video Conference	n/a
Skill Hire - Employment Services	9	Video Conference	Commercial Booking
Movie Club - October	12	Conference Room	n/a
Food Sensations - Session 2	3	Video Conference	n/a
Forrest Personnel - Employment Services	3	Professional Office	Commercial Booking
Bush Fire Officers Meeting	17	Conference Room	n/a
Meeting - Skeleton Weed	12	Conference Room	Commercial Booking
Hollyoak - Drug and Alcohol Counselling	5	Professional Office	Commercial Booking
Food Sensations - Session 3	3	Video Conference	n/a
LIWA - Seminar	36	Conference Room	Commercial Booking
Community & Youth	15	Conference Room	n/a

	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									<b>62003</b>

### 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**

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 Report.*

***(240/2016) Moved Cr Hardingham: Seconded Cr Pridham***

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

**Carried 7/0**

## **8.1.2. ACCOUNTS FOR PAYMENT – OCTOBER 2016**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 November 2016
Reporting Officer:	Belinda Fidge, Finance Officer - Creditors
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 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 October 2016 are attached.

After payment of the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$3059.87.

## **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 October 2016:

1. *Cheques 20136-20141 payments in the Municipal fund totalling \$10,661.07;*
2. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$269,448;*
3. *Direct Debit (DD) payments in the Municipal Fund totally \$4,167.68;*
4. *Cheques 000054-000056 payments in the Trust Fund totalling \$3,674.48;*
5. *Electronic Funds Transfer (EFT) payments in the Trust Fund totalling \$282.30;*
6. *Direct Debit (DD) payments in the Trust Fund totalling \$0.00;*
7. *EFT payments in the Licensing Trust Account totalling \$4,375.55;*
8. *Direct Debit (DD) payments in the Licensing Trust Account \$47,552.20; and*
9. *Total payments for October 2016 \$340,161.28.*

### ***(241/2016) Moved Cr Mason: Seconded Cr Hickey***

That Council endorse the following payments for the month of October 2016:

1. ***Cheques 20136-20141 payments in the Municipal fund totalling \$10,661.07;***
2. ***Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$269,448;***
3. ***Direct Debit (DD) payments in the Municipal Fund totally \$4,167.68;***
4. ***Cheques 000054-000056 payments in the Trust Fund totalling \$3,674.48;***
5. ***Electronic Funds Transfer (EFT) payments in the Trust Fund totalling \$282.30;***
6. ***Direct Debit (DD) payments in the Trust Fund totalling \$0.00;***
7. ***EFT payments in the Licensing Trust Account totalling \$4,375.55;***
8. ***Direct Debit (DD) payments in the Licensing Trust Account \$47,552.20; and***
9. ***Total payments for October 2016 \$340,161.28.***

Carried 7/0

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

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 November 2016
Reporting Officer:	Catherine Ospina Godoy, Manager of Finance
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.3

#### **SUMMARY**

This report provides Council with a list of all financial dealings relating the use of credit card payments for the period 30 August to 28 September 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 8.1.3 endorse credit card payments made for the period 30 August to 28 September 2016 totalling \$512.12*

***(242/2016) Moved Cr Hickey: Seconded Cr Praetz***

***That Council in accordance with Attachment 8.1.3 endorse credit card payments made for the period 30 August to 28 September 2016 totalling \$512.12***

**Carried 7/0**

**8.1.4. MONTHLY FINANCIAL REPORT – OCTOBER 2016**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 November 2016
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.4

**SUMMARY**

For Council to review and accept the monthly Financial Report for the month ending 31 October 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 8.1.4**.

**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 October 2016 included as Attachment 8.1.4 and as presented, along with notes of any material variances.*

**(243/2016) Moved Cr Hickey: Seconded Cr Hardingham**

**That Council accept the Statement of Financial Activity for the month ending 31 October 2016 included as Attachment 8.1.4 and as presented, along with notes of any material variances.**

**Carried 7/0**

**8.2. GOVERNANCE AND COMPLIANCE REPORTS**

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

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 November 2016
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 October 2016 to 31 October 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 October 2016 to 31 October 2016 and are submitted to Council for information.

***Bushfire***

<b><i>Date of decision</i></b>	<b><i>Decision Ref.</i></b>	<b><i>Decision details</i></b>	<b><i>Applicant</i></b>	<b><i>Other affected person(s)</i></b>
14/09/2016	N/A	Small fire permitted in backyard for Hen's Party	Juanita MacGregor	Rachelle Copen

***Caravan parks and camp grounds***

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

***Common Seal***

<b><i>Date of decision</i></b>	<b><i>Decision Ref.</i></b>	<b><i>Decision details</i></b>	<b><i>Applicant</i></b>	<b><i>Other affected person(s)</i></b>
16/08/2016	196/2016	Shire of Corrigin Animals Environment and Nuisance Local Law 2016	N/A	Department of Health

16/08/2016	196/2016	Shire of Corrigin Animals Environment and Nuisance Local Law 2016	N/A	Department of Health
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***Dangerous Goods Safety Act 2004***

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

***Food Act 2008***

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

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

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

***Liquor Laws***

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

***Lodging houses***

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

***Public Buildings***

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

***Planning Approval***

No delegated decisions were undertaken by Shire pursuant to *Planning & Development Act 2005* from the period 1 October 2016 to 31 October 2016.

***Building Permits***

No delegated decisions were undertaken by Shire pursuant to the *Building Act 2011* from the period 1 October 2016 to 31 October 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 15 NOVEMBER 2016

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"> <li>1. Adopt the draft "Planning Policy - Areas of Potential Flood Risk within the Corrigin Townsite" as included as Attachment 10.2.2(B) and</li> <li>2. Advertise in accordance with clause 7.3 of the Shire of Corrigin Town Planning Scheme No. 2 (District Planning Scheme).</li> <li>3. Directs that upon completion of the advertising period referred to in 1. above, the matter to be referred back to Council for further consideration.</li> <li>4. Council to request the CEO investigate the cost of remodelling the "flood map" for clarification of flood risk in the area.</li> </ol>	<ol style="list-style-type: none"> <li>1. CEO</li> <li>2. GEO</li> <li>3. CEO</li> <li>4. CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. No action required</li> <li>2. Advertising in Narrogin Observer 25/2/2016</li> <li>3. Assessment and referral to CEO to refer back to Council</li> <li>4. Council requested investigation by CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Completed</li> <li>3. Pending</li> <li>4. In Progress</li> </ol>
39/2016 16/2/2016	That Council: <ol style="list-style-type: none"> <li>1. Authorises the Chief Executive Officer to offer for sale the Shire of Corrigin's 25% share of the weighbridge located at the Regional Waste Site located in Bendering and to carry out the process of sale as required by Section 3.58 (3) of the Local Government Act 1995.</li> </ol>	<ol style="list-style-type: none"> <li>1. CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. CEO to notify RoeROC of Council's decision</li> </ol>	<ol style="list-style-type: none"> <li>1. Pending</li> </ol>

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	<p>2. Requests the Chief Executive Officer to confer with the member local governments within the Roe Regional Organisation of Councils to ensure wide advertising of the weighbridge and to refer the matter back to Council at the conclusion of advertising the sale for consideration.</p>	2. CEO	2. CEO to confer with other LGA's re: advertising and refer back to Council at conclusion	2. Pending
132 17/5/2016	<p>That Council:</p> <p>1. Receives the schedule of submissions (Attachment 8.2.5A) for the proposed Shire of Corrigin Animal, Environment and Nuisance Local Law 2016; and</p> <p>2. Adopts the revised draft Shire of Corrigin Animal, Environment and Nuisance Local Law 2016 as per Attachment 8.2.5B for advertising purposes;</p> <p>3. Pursuant to section 3.12 of the Local Government Act 1995, gives Statewide public notice that it intends to make the revised draft Shire of Corrigin Animal, Environment and Nuisance Local Law 2016 as contained in the Attachment 8.2.5B;</p> <p style="padding-left: 40px;">a) the purpose of which is to provide for the regulation, control and management of animals and the prevention of environmental damage and nuisances within the District; and</p> <p style="padding-left: 40px;">b) the effect is to establish the requirements with which any person keeping animals, or undertaking activities that have the potential to impact the environment or create nuisance must comply.</p> <p>4. Forwards a copy of the revised draft Shire of Corrigin Animal, Environment and Nuisance Local Law 2016 to the Minister for Local Government and Communities, and to the Minister for Health, for comment.</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. Advertising completed</p> <p>4. CEO to write to Minister after advertising</p>	<p>1. No Action Required</p> <p>2. Completed</p> <p>3. Completed</p> <p>4. In progress</p>

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<p>151/2016 21/06/2016</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Subject to CEO confirming no existing agreement is in place with regard to Department of Agriculture over Lot 523 Walton St.</li> <li>2. In accordance with Local Government (Functions and General) Regulations 1996 regulation 30(2)(b) grant in favour of the Australian Red Cross a lease over Reserve 47959, being Lot 523 Walton Street, Corrigin structured around:             <ol style="list-style-type: none"> <li>a) A twelve month lease period with a further one (1) option of twelve months at the Chief Executive Officer's discretion;</li> <li>b) An annual lease payment of \$300 (excluding GST);</li> <li>c) A CPI rent review clause; and</li> <li>d) Provisions for maintenance, payment of all utility charges, repair of the premises.</li> </ol> </li> <li>3. Authorise the Shire President and Chief Executive Officer to execute the relevant lease agreement and affix the common seal of the Shire of Corrigin on the relevant documentation as specified in point 1 above.</li> <li>4. Request the Australian Red Cross to:             <ol style="list-style-type: none"> <li>a) use all endeavours to rebuild the existing Australian Red Cross building at Lot 33 Corner of Jose and Walton Streets, Corrigin for the use by local Corrigin Australian Red Cross volunteers;</li> <li>b) keep Council informed of repairs to be carried out;</li> <li>c) note that the use of Reserve 47959, being Lot 523 Walton Street, Corrigin by local Corrigin Australian Red Cross volunteers is a temporary arrangement only and the Council does not guarantee the availability of the building beyond the timeframe outlined in the Lease.</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. CEO</li> <li>2. CEO</li> <li>3. CEO</li> <li>4. CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. No known agreement</li> <li>2. Letter sent to Red Cross – awaiting reply</li> <li>3. Lease prepared - Awaiting reply from Red Cross</li> <li>4. Letter sent to Red Cross – awaiting reply</li> </ol>	<ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Pending</li> <li>3. Pending</li> <li>4. Pending</li> </ol>
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<p>160/2016 21/06/2016</p>	<p>That Council</p> <ol style="list-style-type: none"> <li>1. Recognise people, businesses and organisations based on their whole contribution to the construction of Corrigin Recreation and Events Centre (CREC) which is to include cash donations, grain donations and in-kind donations on a single honour board to be located in the CREC as follows: <ul style="list-style-type: none"> <li>• Diamond Sponsors (of at least \$25,000)</li> <li>• Platinum Sponsors (of between \$10,000 - \$24,999)</li> <li>• Gold Sponsors (of between \$5,000 - \$9,999)</li> </ul> </li> <li>2. Accept that for the purpose of determining Supporter Levels for the Corrigin Recreation and Events Centre (CREC), Council accepts: <ul style="list-style-type: none"> <li>• either cash, grain and/or in kind contributions; and</li> <li>• an accumulation of either cash, grain and/or in kind contributions; will be used to determine levels of recognition excluding the direct contributions to the Rockview Community Cropping program.</li> </ul> </li> <li>3. On the same honour board the businesses, individuals and groups who contributed to the Rockview Community Cropping program will be separately recognised and collectively be acknowledged as a Diamond Sponsor.</li> <li>4. Resolutions 1-3 reflect contributions received up to 21 March 2016.</li> <li>5. Adopt the form of plaque to be erected at the Corrigin Recreation and Events Centre (CREC) as provided for in Attachment 13.1A.</li> </ol>	<ol style="list-style-type: none"> <li>1. GPO</li> <li>2. GPO</li> <li>3. GPO</li> <li>4. GPO</li> <li>5. GPO</li> </ol>	<p>1-5 Plaque to be ordered with the rest of Sponsor plaques</p>	<ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Completed</li> <li>3. In Progress</li> <li>4. Completed</li> <li>5. Completed</li> </ol>
<p>173/2016 19/07/2016</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the Correspondence from the Corrigin Masonic Lodge No. 120 W.A.C. ('Lodge') as provided in Attachment 8.2.2 to this Report.</li> <li>2. Resolve to request the Chief Executive Officer (CEO) to write to the Lodge: <ol style="list-style-type: none"> <li>a) seeking confirmation that it would be prepared to sell the portion of Lot 178 Kirkwood Street, Corrigin (approximately 3m x 90 m) currently occupied as a 'laneway' for a nominal price of \$1; and</li> <li>b) advising that until the 'laneway' is eventually transferred to the Shire, the Lodge be reminded that it will need to ensure it has suitable public liability for the 'laneway'.</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. CEO</li> <li>2. CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Letter sent</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Completed</li> </ol>



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	<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. Draft lease provided to Lodge and awaiting reply</p> <p>5. Noted</p>	<p>3. In Progress</p> <p>4. In Progress</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. In progress</p>
217/2016 20/09/2016	<p>That Council:</p> <p>1. Authorise the Chief Executive Officer to issue a Notice 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 ensure that the land is cleared to satisfaction of the Local Government.</p> <p>2. That the Notice referred to in 1. above be carried out service of a notice under the Act is set out in s354 of the Health Act 1911.</p> <p>3. Should the works required in 1. above not be completed within the specified time frame, the Chief Executive Officer be requested to first seek legal advice and report back to Council with respect to initiating proceedings against the owner of Lot 13, No. 10 Goyder Street, Corrigin, pursuant to S.140 of the Health Act 1911 for failure to comply with a Notice served within a specified time period.</p>	<p>1. CEO/EHO</p> <p>2. CEO/EHO</p> <p>3. CEO/EHO</p>	<p>1. Notice prepared</p> <p>2. Notice Served</p> <p>3. Awaiting outcome of Notice</p>	<p>1. Completed</p> <p>2. Completed</p> <p>3. In progress</p>

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222/2016 18/10/2016	That it be recommended to Council that Braden Grylls be appointed Bush Fire Control Officer for 2016/17.	1. CEO	1. Gazetted	1. Completed
223/2016 18/10/2016	That it be recommended to Council that Andrew Szczecinski be appointed the position of a second Deputy Chief Bush Fire Control Officer.	1. CEO	1. Gazetted	1. Completed
225/2016 18/10/2016	That the Shire of Corrigin Chief Executive Officer Performance Review Occasional Committee recommends that the Council: 1. Considers this confidential report and note the satisfactory nature of the CEO performance review outcome; 2. Resolves to adopt the report and that the CEO's performance review for the first full year period resulted in a high level of satisfactory performance that exceeded the job requirement; 3. Resolves to increase the cash remuneration by 3% in accordance with clause 5.8 of the employment contract; and 4. Develops, in conjunction with the CEO and the consultant, the key performance indicators that will apply for the next annual review, which will be due to be conducted at the next meeting on 17 October 2017, with emphasis on a high priority for the CEO to ensure the completion of the Corrigin Recreation and Events Centre within the next 12 months.	1. Council 2. Council 3. Council 4. Council	1. CEO advised 2. CEO advised 3. CEO advised 4. CEO advised	1. Completed 2. Completed 3. Completed 4. Completed
234/2016 18/10/2016	That Council advise Main Roads WA (MRWA) that it supports upgrading Wickepin Corrigin Road from Bullaring–Gorge Rock Road to Brookton Highway as conditional RAV Network 7.	1. CEO	1. MRWA advised	1. Completed
235/2016 18/10/2016	That Council 1. Note the submissions received from following the Western Australian Local Government Association's (WALGA) "E Quotes" suppliers: <ul style="list-style-type: none"> <li>• COLAS Pty Ltd – Guilford WA (received 30 September 2016 2:35 PM)</li> <li>• BITUTEK Pty Ltd - Ellenbrook WA (received 30 September 2016 1:36 PM)</li> <li>• Downer EDI Works – Canning Vale WA (received 30 September 2016 1:54 PM)</li> <li>• Fulton Hogan Pty Ltd - Midland WA (received 29 September 2016 1:59 PM)</li> </ul>	1. CEO	1. Noted	1. Completed

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	<p>for the supply/spraying of supply and lay of bituminous products including aggregate.</p> <p>2. In considering the supply/spraying of supply and lay of bituminous products including aggregate for works as provided for in the specification and schedule included as Attachment 8.3.1 , award Fulton Hogan Pty Ltd - Midland WA as per their submitted "E quote" dated 29 September 2016 1:59 PM.</p> <p>3. That the Chief Executive Officer advise the unsuccessful submitters through the WALGA "E Quotes" process.</p>	<p>2. CEO</p> <p>3. CEO</p>	<p>2. Supplier advised</p> <p>3. Unsuccessful Suppliers advised</p>	<p>2. Completed</p> <p>3. Completed</p>
<p>236/2016 18/10/2016</p>	<p>That the Shire of Corrigin in conjunction with Main Roads WA and the Rotary Club of Corrigin establish two 'Information Bays' to be built and installed as follows:</p> <ul style="list-style-type: none"> <li>• One at the west side of town on the Corrigin-Brookton Road at the Dog Cemetery; and</li> <li>• One at the east side of town on the on south side of the Corrigin-Kondinin Road (at existing the truck bay).</li> </ul> <p>These bays to be known as the Rotary Club of Corrigin information bays with appropriate signage for these areas to be installed.</p>	<p>1. CEO</p>	<p>1. Rotary Club of Corrigin Advised</p>	<p>1. Completed</p>

**OFFICER'S RECOMMENDATION**

*That Council accept the report outlining the actions performed under delegated authority for the period 1 October to 31 October 2016 and receive the Status Report as at 9 November 2016.*

**(244/2016) Moved Cr Mason : Seconded Cr Pridham**

*That Council accept the report outlining the actions performed under delegated authority for the period 1 October to 31 October 2016 and receive the Status Report as at 9 November 2016.*

**Carried 7/0**

*Ms Ospina Godoy left meeting 4:13 and did not return*

**8.2.2. PROPOSED CONSOLIDATION OF SHIRE OF CORRIGIN TOWN PLANNING SCHEME NO.2  
(DISTRICT ZONING SCHEME)**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin Municipal District
Date:	15 November 2016
Reporting Officer:	Rob Paull, Chief Executive Officer Joe Douglas, Consultant Town Planner (Urban & Rural Perspectives)
Disclosure of Interest:	No interest to disclose
File Number:	DBC0012
Attachment Reference:	Attachment 8.2.2A – Consolidated Planning Scheme Attachment 8.2.2B – Schedule of Submissions

**SUMMARY**

This report documents the outcomes from public advertising of the amended, consolidated version of the Shire of Corrigin Town Planning Scheme No.2 (District Zoning Scheme) (TPS No.2) and recommends that Council resolve to request the Minister for Planning's approval under s87(2) of the *Planning and Development Act 2005* to modify the Scheme in accordance with the recommendations contained in the attached Schedule of Submissions to enable publication of the final consolidated version of the Scheme in the Government Gazette.

**BACKGROUND**

Since late 2013, the Shire has been progressing the proposed consolidation of its current operative TPS No.2 for the following purposes:

- i) To update the format of the Scheme Text to bring it into line with the contemporary planning standards prescribed in the recently introduced *Planning and Development (Local Planning Schemes) Regulations 2015*;
- ii) To incorporate a number of new planning controls in the Scheme Text to ensure consistency with new planning legislation and policy and address a range of land use and development issues that have arisen since TPS No.2 was first gazetted;
- iii) To correct a number of minor errors and anomalies in the Scheme Text;
- iv) To update the Scheme Maps to reflect changes to cadastral boundaries resulting from subdivision development over the past sixteen (16) years, particularly in the agricultural areas of the Shire; and
- v) To update the Scheme Maps to reflect changes to the boundaries, classification and use of various Crown reserves throughout the Shire.

Following the Minister for Planning's approval to an amended, consolidated version of TPS No.2 and in accordance with the specific requirements of s81 of the *Planning and Development Act 2005*, the Shire's administration referred the Scheme to the Environmental Protection Authority (EPA) for processing and "environmental clearance" under s48A of the *Environmental Protection Act 1986*. By correspondence dated 4 April 2016 the EPA advised the Shire the consolidated Scheme does not require assessment under Part IV Division 3 of the *Environmental Protection Act 1986* and it is not necessary for it to provide any advice or recommendations in respect of the new Scheme.

Following environmental clearance by the EPA the consolidated Scheme was advertised for public comment in accordance with the specific requirements of s84 of the *Planning and Development Act 2005* for a period of 100 days (commencing on 12 May and concluding on 19 August 2016). **Attachment 8.2.2A** provides the Consolidated Planning Scheme.

This process included an appropriate notice in the Narrogin Observer Newspaper, correspondence to all relevant government agencies and service authorities and public display of the Scheme at the Shire’s administration centre and the Perth office of the Western Australian Planning Commission (WAPC).

**COMMENT**

At the conclusion of public advertising a total of eleven (11) submissions had been received by the Shire in respect of the consolidated Scheme, all of which were from government agencies. A summary of the submissions received is provided in the attached Schedule of Submissions (see Attachment **8.2.2B**).

A detailed review of the submissions has revealed no objections were raised to the proposed Scheme. A number of suggestions were however made regarding modifications to the Scheme Text and Maps to address various points of concern identified.

In accordance with the specific requirements of the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council is now required to consider all submissions received in respect of the Scheme, determine whether or not the Scheme should be supported with or without modification and then refer the Scheme to the Western Australian Planning Commission for consideration, assessment and final approval by the Minister for Planning.

Given the outcomes from public advertising it is recommended that Council now resolve to support and finally adopt the amended version of the consolidated Scheme subject to the various additional modifications recommended in Schedule of Submissions (Attachment 8.2.2) and submit the relevant documentation to the WAPC seeking the Minister for Planning’s final approval.

**STATUTORY ENVIRONMENT**

- *Planning and Development Act 2005 (as amended)*
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- *Environmental Protection Act 1986*

**POLICY IMPLICATIONS**

None known

**FINANCIAL IMPLICATIONS**

Allowance has been made in Council’s budget for the 2016/2017 financial year to progress and finalise the proposed consolidation of TPS No.2.

**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

**6.1 Focus area one: Economic Development**

Goal One: We want to be able to spend our money locally and encourage others to do the same.

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Strategy	Outcome
Develop tourism in the Shire, showcasing existing attractions new events and the Main Street.	Showcasing our attractions increases the number of people visiting the area.
Develop short-term and overnight accommodation options in the Shire.	Visitors stay longer in our community and short-term employees can reside in the Shire.

Goal Two: Utilise the land available in the area for a range of new businesses.

Strategy	Outcome
Diversify businesses in the community to improve resilience.	Increased customer spending and employment in the Shire.

Goal Three: We want a sustainable agricultural sector supporting our local economy

Strategy	Outcome
Work with Federal and State Government to support the growth of the agricultural sector.	A thriving agricultural sector into the future.

6.2 Focus area two: Developing Leadership

Goal Four: Transparent decision-making is important to us.

Strategy	Outcome
Ensure active engagement with the community to inform decision-making.	Community contribution to how local issues are managed.
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.
A representative model that reflects the community and acts on their aspirations.	Effective governance and advocacy by the Shire.

6.3 Focus area three: Social Development

Goal Six: We need good services to support our development as a Shire.

Strategy	Outcome
Maintain the range of services and facilities provided by the Shire, particularly those for the rural area (roads) and the sporting community.	Essential services help us to prosper as a community.
Increase housing options to attract new families.	Increased growth and participation in our community.
Develop aged care facilities in the Shire, including low care.	Our residents can reside in the community for their whole life.
Explore opportunities to support the growth of our schools, including through regional collaboration where feasible.	Our young people can access quality education within the Shire.

Goal Seven: We want to be an inclusive community

Strategy	Outcome
Put in place mechanisms to increase involvement and engagement in the development of the community.	Stronger, inclusive communities across the Shire that define our identity.

6.4 Focus area four: Environmental Development

Goal Eight: Sustainability and protection of our farm land is important to the future of the area

Strategy	Outcome
Provide support to increase innovative farming practices in the area.	Our land will be more productive now and into the future.
Support the increased protection of our Shire's environment through active land management.	Future generations will experience and enjoy our natural environment.

Goal Nine: We want to make the most of our environment, including to attract more visitors.

Strategy	Outcome
Explore opportunities to utilise key areas in the Shire by showcasing their natural and environmental characteristics and developing educational programmes.	We recognise and uphold the value of our natural landscape and encourage visitors to do the same.

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 Social Development

Strategic Community Plan link	Strategies
Goal 6 – 1	Provide and maintain community buildings and facilities, including roads and sporting facilities.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council resolve to:*

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;*
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 Attachment 8.2.2B (Schedule of Submissions);*
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 Zoning Scheme) under section 87(2) of the Planning and Development Act 2005;*
4. *Authorise the Shire President and the Chief Executive Officer to affix the common seal of the Shire of Corrigin on the documents; and*
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.*

**(245/2016) Moved Cr Hardingham: Seconded Cr Praetz**

**That Council resolve to:**

- 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;**
- 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 Attachment 8.2.2B (Schedule of Submissions);**
- 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 Zoning Scheme) under section 87(2) of the Planning and Development Act 2005;**
- 4. Authorise the Shire President and the Chief Executive Officer to affix the common seal of the Shire of Corrigin on the documents; and**
- 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.**

Carried 7/0

**8.2.3. 2016 REGIONAL CHRISTMAS TRADING EXTENSIONS**

Applicant:	Department of Commerce
Location:	Town of Corrigin
Date:	15 November 2016
Reporting Officer:	Rob Paull Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	GR0046
Attachment Reference:	Nil

**SUMMARY**

Council is requested to consider supporting the extension of Christmas trading hours for the Shire.

**BACKGROUND**

The Department of Commerce has written to all regional local governments seeking the views on allowing an extension of trading hours from 5 December 2016 until 1 January 2017.

**COMMENT**

The Shire has been contacted by the Department of Commerce with respect to seeking the Council's views on supporting (or otherwise) an extended Christmas 'trading hours package' based on the current metropolitan area trading hours. The 'trading hours package' offered is for general retail shops within Corrigin to trade from:

- 8.00am to 9.00pm Monday to Friday;
- 8.00am to 5.00pm on Saturdays; and
- 11.00am to 5.00pm on Sundays and public holidays, other than on Christmas Day, which will be a closed day.



The extended trading period is to commence on Monday 5 December 2016 and conclude on Sunday 1 January 2017, both dates inclusive. The Department advise that the decision to open or not during the additional hours provided is at the discretion of individual retailers. As there is no formal 'Chamber of Commerce' within Corrigin, the Shire (through the Wheatbelt Business Network) have sought the views of the extended 'trading hours package' from the 'Business After Hours' members. Council will be advised of any response at the Council meeting.

**STATUTORY ENVIRONMENT**

The *Retail Trading Hours Act 1987* applies to retail shops in Western Australia south of the 26th parallel. It sets out the trading hours and rules covering various categories of retail outlets.

**POLICY IMPLICATIONS**

There are no known policies relating to this Item.

**FINANCIAL IMPLICATIONS**

There are no known 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 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 advise the Department of Commerce that it supports the extension of trading hours within the Corrigin townsite from 5 December 2016 until 1 January 2017 as reflected in the Department's 'trading package' hours from:*

- 8.00am to 9.00pm Monday to Friday;
- 8.00am to 5.00pm Saturdays; and
- 11.00am to 5.00pm Sundays and public holidays other than Christmas day (which will be a closed day).

**(246/2016) Moved Cr Praetz: Seconded Cr Pridham**

**That Council advise the Department of Commerce that it supports the extension of trading hours within the Corrigin townsite from 5 December 2016 until 1 January 2017 as reflected in the Department's 'trading package' hours from:**

- **8.00am to 9.00pm Monday to Friday;**
- **8.00am to 5.00pm Saturdays; and**
- **11.00am to 5.00pm Sundays and public holidays other than Christmas day (which will be a closed day).**

Carried 6/1

(Note: The Chief Executive Officer had updated Council on the item advising that the Shire sought the views of the Corrigin members of the Wheatbelt Business Network (WBN) in relation to Item 8.2.3. At the Shire's request, the WBN contacted the members and WBN responded as follows: "One response was concerned with the fact that extending opening hours would impact upon families, running small businesses and trying to attend community and school events during November and December. However, if the hours are extended then it is up to the small business as to whether they open or not. The WBN is supportive of extending these trading hours, despite this concern.")

#### **8.2.4. EQUAL EMPLOYMENT OPPORTUNITY MANAGEMENT PLAN**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 November 2016
Reporting Officer:	Heather Talbot, Governance Projects Officer
Disclosure of Interest:	No interest to disclose
File Number:	PER 0004
Attachment Reference:	Attachment 8.2.4

#### **SUMMARY**

Council is requested to endorse the revised *Equal Employment Opportunity Management Plan (EOM Plan)* for the period 2017 to 2019 and for submission to the Public Sector Commission

#### **BACKGROUND**

Authorities as defined in section 139 of the *Equal Opportunity Act 1984* are required to prepare and implement an *Equal Employment Opportunity Management Plan* under section 145.

The Shire's current plan was adopted in April 2014 for the period 2014 to 2016.

#### **COMMENT**

A review of the current plan has been completed and a new *EEOM Plan* for the period 2017 to 2019 finalised. The new *EEOM Plan (Attachment 8.2.4)* is based on previous templates provided by the Public Sector Commission.

A copy of the adopted *EEOM Plan* must be forwarded to the Director of Equal Opportunity in Public Employment at the Public Sector Commission.

## **STATUTORY ENVIRONMENT**

The *EEOM Plan* has been developed in accordance with Part IX of the *Equal Opportunity Act 1984* and is aligned with the Director of Equal Opportunity in Public Employment's EEO and Diversity Outcomes Standards Framework.

*"Equal Opportunity Act 1984, Part IX, Division 3 – Equal Employment Opportunity Management Plans*

### *145. Preparation and implementation of management plans*

- (1) Each authority shall prepare and implement an equal opportunity management plan in order to achieve the objects of this Part.*
- (2) The management plan of an authority shall include provisions relating to –*
  - (a) the devising of policies and programmes by which the objects of this Part are to be achieved; and*
  - (b) the communication of those policies and programmes to persons within the authority; and*
  - (c) the collection and recording of appropriate information; and*
  - (d) the review of personnel practices within the authority (including recruitment techniques, selection criteria, training and staff development programmes, promotion and transfer policies and patterns, and conditions of service) with a view to the identification of any discriminatory practices; and*
  - (e) the setting of goals or targets, where these may reasonably be determined, against which the success of the management plan in achieving the objects of this Part may be assessed; and*
  - (f) the means, other than those referred to in paragraph (e), of evaluating the policies and programmes referred to in paragraph (a); and*
  - (g) the revision and amendment of the management plan; and*
  - (h) the appointment of persons within the authority to implement the provisions referred to in paragraphs (a) to (g).*
- (3) The management plan of an authority may include provisions, other than those referred to in subsection (2), which are not inconsistent with the objects of this Part.*
- (4) The preparation of a management plan shall take place and the implementation of the management plan shall commence without delay and –*
  - (a) in the case of an authority referred to in section 139(1)(a), (b), (c) or (d), other than an authority which is an institution of tertiary education, on or before such day as is specified in the regulations in respect of that authority and if no day is so specified in respect of an authority on or before the day that is 3 years after the day when this Part comes into operation; and*
  - (b) in the case of an institution of tertiary education or an authority the subject of regulations under section 139(1)(e), on or before such day as is specified in the regulations.*
- (5) An authority may, from time to time, amend its management plan.*
- (6) Each authority shall send a copy of its management plan, and any amendment of the plan, to the Director as soon as practicable after the management plan or the amendment, as the case may be, has been prepared."*

## **POLICY IMPLICATIONS**

Policy 3.4 – Equal Employment Opportunity: reference to the *EEOM Plan* will require updating.

## **FINANCIAL IMPLICATIONS**

There are no known 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 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. *Adopts the ‘Shire of Corrigin Equal Employment Opportunity Management Plan 2017 to 2019’ (EEOM Plan) as provided in Attachment 8.2.4; and*
2. *Request the Chief Executive Officer to refer the adopted EEOM Plan to the Director of Equal Opportunity in Public Employment at the Public Sector Commission.*

**(247/2016) Moved Cr Praetz: Seconded Cr Hardingham**

***That Council:***

1. ***Adopts the ‘Shire of Corrigin Equal Employment Opportunity Management Plan 2017 to 2019’ (EEOM Plan) as provided in Attachment 8.2.4; and***
2. ***Request the Chief Executive Officer to refer the adopted EEOM Plan to the Director of Equal Opportunity in Public Employment at the Public Sector Commission.***

**Carried 7/0**

**8.2.5. STEVENSON TRUST FUND – VARIATION (CONFIDENTIAL)**

Applicant:	Shire of Corrigin
Location:	N/A
Date:	15 November 2016
Reporting Officer:	Rob Paull Chief Executive Officer
Disclosure of Interest:	The Chief Executive Officer is the 'Administrator' of the Trust
File Number:	FIN/007/04
Attachment Reference:	Attachment 8.2.5A – Original Deed Attachment 8.2.5B – draft 'Resolution of Trustees' Attachment 8.2.5C – draft varied Deed

**REASON FOR CONFIDENTIALITY**

The Chief Executive Officer's Report is confidential in accordance with s5.23 (2) the Local Government Act because it deals with matters affecting:

- 5.23 (2) (b) *the personal affairs of any person; and*  
(d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.*

**(249/2016) Moved Cr Hardingham: Seconded Cr Praetz**  
***That the matter be laid on the table***

**Carried 7/0**

***(NOTE: Council requested the CEO to request a meeting of the trustees to consider varying the trust deed to broaden the criteria associated with scholarships.)***

**8.3. WORKS AND GENERAL PURPOSES REPORTS**

**8.3.1 SALE BY TENDER – SUBARU FORRESTER 2.0 LITRE TURBO DIESEL (2014)**

Applicant:	Shire of Corrigin
Location:	N/A
Date:	15 November 2016
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	Tender 05/2016 & 4CR

**SUMMARY**

Council is requested to agree to sell vehicle Subaru Forrester (currently registered 4 CR and to be re-registered) subject to S3.58 (3) of the *Local Government Act 1995*.

**BACKGROUND**

The Subaru Forrester 2.0 litre turbo diesel MY October 2014 is to be replaced by a new vehicle as provided in the 2016/17 Budget.

**COMMENT**

The sale of the Subaru Forrester would be subject to the provisions relating to giving public notification of the proposed disposition under S3.58 (3) of the *Local Government Act 1995*. Local advertising for the vehicle would be via the Shire's Website, Windmill publication, public notice, and Facebook page. The Shire will determine a date and time for inspection of the items and the car for interested bidders.

## STATUTORY ENVIRONMENT

### Local Government Act 1995

The statutory implications associated with disposing of property are contained within S3.58

Disposing of Property:

#### 3.58. *Disposing of property*

(1) *In this section —*

**dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;  
**property** includes the whole or any part of the interest of a local government in property, but does not include money.

(2) *Except as stated in this section, a local government can only dispose of property to —*

(a) *the highest bidder at public auction; or*

(b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

(3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*

(a) *it gives local public notice of the proposed disposition —*

(i) *describing the property concerned; and*

(ii) *giving details of the proposed disposition; and*

(iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*

*and*

(b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.”*

## POLICY IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

There are no known financial implications in relation to this item. It is intended that income from sales would be placed in the appropriate reserve.

## 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:*

1. *Authorises the Chief Executive Officer to dispose of a Subaru Forrester 2.0 litre turbo diesel MY October 2014 (currently registered: 4 CR) and to carry out the process of sale as required by Section 3.58 (3) of the Local Government Act 1995.*
2. *Requests the Chief Executive Officer to refer any bids received to the next available Council meeting for consideration.*

**(250/2016) Moved Cr Hardingham: Seconded Cr Hickey**

*That Council:*

1. ***Authorises the Chief Executive Officer to dispose of a Subaru Forrester 2.0 litre turbo diesel MY October 2014 (currently registered: 4 CR) either as a trade-in or as a sale as required by Section 3.58 (3) of the Local Government Act 1995.***

Carried by  
Absolute Majority  
7/0

**(NOTE: Council amended the Officer Recommendation as Council considered the Chief Executive Officer capable of determining the matter of the sale of the vehicle.)**

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

There was no notice of motion received for the next meeting.

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

##### 10.1. EXTERNAL MEETINGS/CONFERENCES/INSPECTIONS UNDERTAKEN FROM 18 OCTOBER 2016 UNTIL 14 NOVEMBER 2016

###### For information:

- Annual Leave (one week)
- Meeting with the Work for the Dole Coordinator (Corrigin)
- Attendance at the Business Continuity Plan Workshop (LGIS) with Shire staff (Corrigin)
- Meeting with the Sgt Corrigin Police and a CCTV contractor to discuss and seek a quote for CCTV in Corrigin (Corrigin)
- Attendance at the Department of Local Government 'Service Delivery Review Training Workshop' (Merredin)
- Meeting with regional operator Great Southern Fuels - planning proposal for development works on the site (Corrigin).
- Meeting with regional operator Great Southern Fuels – sale of fuel (Corrigin)

- Meeting with District High School representative – assist in arrangements for ‘school council voting’ (Corrigin)
- Meeting with ‘Floor Ball’ representative – use of the Sports Hall CREC (Corrigin)
- Attendance at the District High School Year 10 end of year graduation (with my wife) (Corrigin)

**11. PRESIDENT’S REPORT**

- Met with Hockey Club & Greater Wheatbelt Men’s Association – change of Hockey Association and where games are played
- 3 Pre-Harvest BBQ’s – Bilbarin, Bullaring, Bulyee
- Spoke about outcomes from the Shire of Dowerin inquiry into the fraudulent actions of the CEO and handed out WALGA training webinars on thumb drives to all Cr’s

Rob Paull left the meeting at 5:27

Rob Paull returned to the meeting at 5:28

Rob Paull left the meeting at 5:28

Rob Paull returned to the meeting at 5:29

**12. COUNCILLORS’ QUESTIONS, REPORTS AND INFORMATION ITEMS**

There were no councillors’ questions, reports and information items.

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

The Chief Executive Officer (CEO) advised that the Agenda for the next State Council Meeting (SC Meeting Agenda) to be held on the 7 December 2016 (Attachment 15.1) was received by the Shire after the close of the SC Meeting Agenda.

The CEO requested that Council accept the SC Meeting Agenda at ‘Urgent Business and for the matter to be discussed under Part 15. WALGA and Central Zone Motions as the SC Meeting Agenda includes several Recommendations/Motions to be considered.

***(251/2016) Moved Cr Pridham: Seconded Cr Hickey***

***That Council accept the next WALGA State Council Meeting to be held on the 7 December 2016 as Urgent Business and for the matter to be considered under Part 15. WALGA and Central Zone Motions of the Council Agenda.***

***Carried 7/0***

**14. INFORMATION BULLETIN**

There was no business from this information bulletin.

**15. WALGA AND CENTRAL ZONE MOTIONS**

That Council accepted the next WALGA State Council Meeting Agenda (SC Meeting Agenda) (Attachment 15.1) to be held on the 7 December 2016 as Urgent Business and for the matter to be considered under Part 15. WALGA AND CENTRAL ZONE MOTIONS.

***(252/2016) Moved Cr Pridham: Seconded Cr Mason***

***That Council:***

1. ***Note WALGA State Council Agenda for the meeting to be held on the 7 December 2016.***



- 2. Note without comment, the Recommendations/Motions as provided on the Agenda for the following matters to be addressed by WALGA State Council meeting to be held on the 7 December 2016:**

- 5.1 WALGA State Budget Submission**
- 5.2 Regional Subsidiaries: Submission on Development of Regulations**
- 5.3 Local Government Industrial Jurisdiction**
- 5.4 Review of Decision Making within the WA Planning System**
- 5.5 Development Assessment Panels: Suggested Amendments**

**Carried 7/0**

**16. NEXT MEETING**

The next ordinary meeting of Council is scheduled for Tuesday 20 December 2016 at 9 Lynch Street Corrigin commencing at 3pm.

**17. MEETING CLOSURE**

There being no further business to discuss, the Chairperson thanked everybody for their attendance and closed the meeting at 5:55pm.