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10.2. HEALTH, BUILDING AND PLANNING REPORTS

- 10.2.1. TENDER FOR SALE OF LAND – GRANITE RISE ESTATE
- 10.2.2. ENVIRONMENTAL HEALTH UPDATE

10.3. WORKS AND GENERAL PURPOSE REPORTS

- 10.3.1. RESTRICTED ACCESS VEHICLE ROUTES
- 10.3.2. LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

11. NOTICE OF MOTIONS

12. NOTICE OF MOTIONS FOR THE NEXT MEETING

13. CHIEF EXECUTIVE OFFICER'S REPORT

14. PRESIDENT'S REPORT

15. COUNCILLORS' REPORTS

16. URGENT BUSINESS

17. INFORMATION BULLETIN

18. WALGA AND CENTRAL ZONE MOTIONS

19. MEETING CLOSURE

1. DECLARATION OF OPENING

The Chairperson Cr Lynette Baker opened the meeting at 3.03pm

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

| | |
|---------------------------------------|---------------|
| President | L Baker |
| | D L Hickey |
| | M A Weguelin |
| | N B Talbot |
| | J A Mason |
| | M B Dickinson |
| | T J Pridham |
| Chief Executive Officer | J P Murphy |
| Deputy Chief Executive Officer | T L Dayman |
| Governance Executive Officer | D J Whitehead |
| Manager of Governance & Compliance | H V Talbot |

(8390) Moved Crs –Weguelin and Pridham

***That Council grants Cr Mason and Cr Hickey leave of absence for meetings held in September 2014.
Carried 7/0***

3. PUBLIC QUESTION TIME

There were no members of the public present.

4. OBITUARIES

It was advised that Nita Howlett had passed away since the last meeting.

5. GUEST SPEAKERS

There were no guest speakers.

6. DECLARATIONS OF INTEREST

There were no declarations of interest

7. CONFIRMATION OF MINUTES

7.1. Minutes of the Ordinary Meeting of Council – 15 July 2014

(8391) Moved Hickey and Pridham

That the minutes of the Ordinary Meeting of Council held on Tuesday 15 July 2014 be confirmed as a true and correct record.

Carried 7/0

8. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the previous meeting minutes.

9. MINUTES OF COMMITTEES

9.1. RoeRoc – Thursday 24 July 2014

(8392) Moved Dickinson and Hickey

That the minutes of the RoeROC meeting held on Thursday 24 July 2014 be received.

Carried 7/0

10. MATTERS REQUIRING A COUNCIL DECISION

10.1. Finance and Administration Reports

10.1.1. CORRIGIN COMMUNITY RESOURCE CENTRE – JULY 2014

| | |
|-------------------------|-------------------------------|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 19 August 2014 |
| Reporting Officer: | Heather Ives, CRC Coordinator |
| Disclosure of Interest: | No interest to disclose |
| File Number: | CS 0008 |

COMMENT

1. COMMUNITY EVENTS and NEWS - July 2014:

(Windmill Newspaper; CRC Website; CRC Facebook Page, Notice Boards, Shop Windows, E'Newsletter)

- Department of Main Roads "Restricted Access Vehicles (RAV)" Corrigin Information Session 4/7/14
- "Resume Builder" Free Workshop 22/7/14
- OUT NOW 2014/2015 Corrigin Phonebooks
- "Stompin" Dance Classes - July School Holidays
- "Corrigin Safety Awareness" Workshop 30/7/14
- "I've got an Android Tablet - Now What?" Seniors Webinar 1/8/14
- WBN "Corrigin Business After Hours" Meeting 23/7/14

2. COMMUNITY ECONOMIC, BUSINESS and SOCIAL DEVELOPMENT July 2014:

| Description | Numbers | Room | Govt. Hot Office Booking (HO) / Commercial Booking (C) |
|--|-----------|----------------------|--|
| Corrigin Movie Club – "Tracks" | 10 people | Conference Room | n/a |
| Western Stabilisers Meeting | 13 people | Conference Room | n/a |
| CRC Action Plan Training Workshop | 11 people | Conference Room | C |
| Mental Health Advisory Council Meeting | 17 people | Conference Room | C |
| Corrigin Recreation & Events Centre - Planning Meeting | 11 people | Conference Room | C |
| Corrigin "Safety Awareness" Session | 16 People | Conference Room | C |
| Shire Enterprise Agreement | 9 people | Conference Room | n/a |
| Directions "Resume Builder" Workshop | 1 person | Conference Room | HO |
| Skill Hire – Employment /Referrals | 7 appts | Professionals Office | C |
| Forrest Personnel – Employment /Referrals | 4 appts | Professionals Office | C |
| KEEDAC – Social Development Referrals | 3 appts | Professionals Office | C |
| Department of Agricultural & Food Meeting | 5 people | Video Conf. Room | C |
| DRD /CRC Transition-In Meeting | 4 people | Video Conf. Room | n/a |

3. CORRIGIN CRC – PROJECTS

2014-2015 Corrigin Phonebook:

Complimentary copy of new Phonebook posted to all Business Advertisers.

Printed Phonebooks distributed to sales outlets – *Post Office / Newsagents / Shire office.*

Banners in the Terrace 2014:

Corrigin Banner exhibited along St Georges Terrace from 27th July to 9th August 2014.

Corrigin Recreation & Events Centre: Street Banners

-Designs x 6 featuring new CREC Logo and local sporting shots for displaying on poles along Walton Street.

-Jake Medley kindly supplied his local sports action photos of hockey, netball, basketball, football for use on banners. *Acknowledgement of photo used to appear on banners.*

Cyril Box Pavilion Project:

Nil to Report

Grant Funding:

2014 Thank a Volunteer – *Shire of Corrigin funding application submitted 30/7/14*

4. CORRIGIN CRC – PARTNERSHIPS

Department of Regional Development & Lands (DRD)

-Corrigin CRC 2014-2015 Action Plan, submitted for DRD Contract Manager approval on 4/7/14.

-DRD /CRC 2014-2017 Service Contract – *Transition-In Meeting held on 23/07/14 via Video Conference.*

Department of Human Services (DHS) - Centrelink/Medicare/Child Support

- Currently awaiting delivery and installation of DHS “Self Service Terminal” for client online reporting.

- Due to Corrigin Telephone Exchange currently having no new ADSL lines available, DHS are still waiting for Self Service Terminal line connection.

Australian Taxation Office (ATO)

ATO Monthly Report submitted 2/7/14

Department of Veterans Affairs (DVA)

DVA Quarterly Report submitted 2/7/14

DVA Service Agreement 2014-2015 - signed and posted 16/07/14 (\$500pa excl. GST)

Department of Social Services (DSS) - Broadband for Senior's (BFS) Programme

Broadband for Seniors (BFS) Kiosk Internet subsidy rebates from 1 July 2014 will be paid by DSS.

Awaiting execution of new Kiosk Hosting Agreements with DSS and annual payment of \$360 to assist with internet connection costs.

BFS Training Funding (\$2,000):

-Adult Learning Webinars to be delivered at Corrigin CRC for "Seniors Connect" community initiative.

- "I've got an Android Tablet, now what?" Seniors Webinar scheduled for 1st August

- Participants to be surveyed for feedback / interests in future training needs.

TR Homes

"CRC Community Network Partner Programme"

- As of 1st May 2014, new referral fee structures in place

- \$4,000 paid upon CRC referral becoming a sale for TR Homes (\$3,000 paid directly to CRC and \$1,000 paid directly to nominated community charity, organisation or association).

CRC 'Pathways to Wave Rock' Audio Tour Project

- Emily to attend Audio Tour Group Workshop for finalisation of Project (date TBC by Project Coordinator).

Wheatbelt Business Network (WBN)

Assisted with WBN "Business After Hours" July meeting promotion and coordinated RSVP's for WBN coordinator during absence.

ROE Tourism

2014 Meeting Dates:

| | |
|--------------------------------|---|
| February 17 th 2014 | Kondinin (Emily attended) |
| April 21 st 2014 | Kulin (Emily unable to attend due to CRC staff leave) |
| June 16 th 2014 | Lake Grace (Emily unable to attend due to illness) |
| August 18 th 2014 | Narembeen (Emily to attend TBC) |
| October 20 th – AGM | Quairading (Emily to attend TBC) |
| December 15 th | Bruce Rock (Emily to attend TBC) |

5. CORRIGIN CRC Equipment, Fixtures & Fittings

Quote obtained from Sebel Furniture for new Conference Room chairs and trolley.

Costs included in Shire 2014-2015 Budget

Recommendations for new Data Projector (brands/models) for Conference Room, obtained from Corrigin Leading Appliances & Northam Home Cinema.

6. CORRIGIN CRC Information & Communication Technology

-Scheduled PC maintenance & repairs completed after July School Holidays - *Leading Appliances /Callan Riches*

-CRC 2014-2017 I.T. Plan – *Draft document in progress*

-Quote obtained for new CRC - PC's (public x 6 / admin x 4) with updated Operating System & Microsoft Office programmes. Costs included in Shire/CRC 2014-2015 Budget.

-Lotterywest to be contacted regarding funding availability for CRC I.T support.

-'Connecting Up' (formerly Donortec) to be contacted regarding CRC donation software availability

7. CORRIGIN CRC Marketing & Promotion

Nil to Report

8. CORRIGIN CRC Professional Development & Training

- Audio Tour 'CRC Group Workshop' for finalisation of Project (Date still TBC) - *Emily to attend*

9. CORRIGIN CRC Traineeship Programme

'Certificate IV in Business' (*Part-Time: 18 months*)

EMILY HEWETT

Commencement Date: 12/02/2014 - Completion Date: 12/08/2015

Registered Training Organisation (RTO): *Boyup Brook CRC*

Lecturer: *Lynda Coote*

'Certificate II in Business' (*Part-Time: 18 months*)

NATALIE JACKSON

Commencement Date: 03/09/2013 - Completion Due Date: 03/03/2015

Registered Training Organisation (RTO): *C.Y. O'Connor Institute - Narrogin Campus*

Lecturer: *Wendy Lorrimar*

*Minutes for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 19 August 2014*

10. CORRIGIN CRC Monthly Usage - July 2014:

| CUSTOMERS ACCESSING 'FEE FOR SERVICE' and SALES | | | | | |
|---|-------|------------------------|--------------------------------|-------|------------------------|
| COMPUTER ROOM | MTHLY | YTD from July 14 | HIRE | MTHLY | YTD from July 14 |
| Internet Use | 67 | 67 | Room Hire (payments) | 7 | 7 |
| Computer Use | 7 | 7 | Data Projector Hire | 2 | 2 |
| Wireless Hotspot | 2 | 2 | Laptop Hire | 0 | 0 |
| SERVICES | | | Portable Projector Screen Hire | 0 | 0 |
| B&W Printing / Photocopies | 48 | 48 | Portable White Board Hire | 1 | 1 |
| Colour Printing / Photocopies | 8 | 8 | Engraver Hire | 0 | 0 |
| Photo Printing | 1 | 1 | NLIS Scanning Wand Hire | 0 | 0 |
| Laminating | 2 | 2 | BBQ Trailer Hire | 1 | 1 |
| Faxing | 7 | 7 | | | |
| Binding | 0 | 0 | | | |
| Secretarial Services | 6 | 6 | SALES | | |
| Scanning | 13 | 13 | Phonebook Sales | 111 | 111 |
| Desktop Publishing | 0 | 0 | Moments in time | 0 | 0 |
| CD / DVD Burning | 0 | 0 | Tin Horse Highway Book | 0 | 0 |
| Computer Training (one-on-one) | 0 | 0 | Corrigin Book Sales | 0 | 0 |
| Phone Calls | 2 | 2 | Shire Polo Shirt Sales | 0 | 0 |
| FEES | | | Eco Bags | 0 | 0 |
| Corrigin CRC 2014 Membership | 0 | 0 | Corrigin Post Card Sales | 0 | 0 |
| Corrigin Movie Club (payments) | 10 | 10 | Corrigin Wrapping Paper Sale | 0 | 0 |
| Training Course (payments) | 0 | 0 | Hat Pins and Key Rings | 0 | 0 |
| University Exam Invigation | 0 | 0 | OTHER | | |
| IP Video Conferencing | 0 | 0 | Sale of assets (PC's) | 0 | 0 |
| | | | Yearling Book Sales | 0 | 0 |
| <i>Monthly People through :</i> | 279 | | | | |

CUSTOMERS ACCESSING 'CORRIGIN CRC SERVICES' - July 2014:

| SERVICE | MTHLY | YTD from July 14 | SERVICE | MTHLY | YTD from July 14 |
|-----------------------------------|-------|------------------------|--|-------|------------------------|
| Phonebook Enquires | 8 | 8 | Department of Veterans Affairs | 1 | 1 |
| Centrelink - Access Point | 41 | 41 | Courses & Education Enquires | 5 | 5 |
| Tourism | 43 | 43 | General Enquiries (Face to Face) | 73 | 73 |
| Conferences/Training/Meetings | 128 | 128 | Corrigin Toy Library | 6 | 6 |
| Broadband for Seniors Kiosk (BFS) | 20 | 20 | TR Homes (Referrals) | 0 | 0 |
| Medicare | 0 | 0 | ATO | 1 | 1 |
| <i>Monthly People through :</i> | 473 | | General Enquiries (Email/Phone) | 138 | 138 |
| TOTAL: | | 752 | <i>(paying Customers and Customer Services provided for July 2014)</i> | | |

*Minutes for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 19 August 2014*

CORRIGIN CRC - Annual Summary Report:

| | 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 | 3048 |
| 2004-05 | 271 | 253 | 433 | 535 | 459 | 366 | 214 | 397 | 510 | 443 | 270 | 338 | 4489 |
| 2005-06 | 373 | 370 | 391 | 526 | 605 | 511 | 297 | 509 | 735 | 488 | 562 | 443 | 5810 |
| 2006-07 | 471 | 610 | 544 | 523 | 515 | 440 | 537 | 562 | 657 | 584 | 491 | 501 | 6435 |
| 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 | 752 | | | | | | | | | | | | |
| | | | | | | | | | | | | | 67237 |

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

OFFICER'S RECOMMENDATION:

That Council receives the Corrigin CRC Report

COUNCIL RESOLUTION

(8393) Moved Crs – Talbot and Hickey

That Council receives the Corrigin CRC Report.

Carried 7/0

10.1.2. ACCOUNTS FOR PAYMENT – JULY 2014

| | |
|-------------------------|----------------------------------|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 8 August 2014 |
| Reporting Officer: | Danika Atkinson, 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 cheque and EFT payments that have been raised for the Council meeting and also during the month of July 2014 are attached.

After payment of the following cheque 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 2013/2014 Annual Budget.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse Cheques 19809 - 19810 and EFT payments in the Municipal Fund, totalling \$321,544.19, Cheques 3330-3331 and EFT payments in the Trust Fund totalling \$870.28, and EFT payments in the Licensing Account totalling \$12,688.40; total payments for July \$335,102.87.

COUNCIL RESOLUTION

(8394) Moved Crs – Hickey and Mason

That Council endorse Cheques 19809 - 19810 and EFT payments in the Municipal Fund, totalling \$321,544.19, Cheques 3330-3331 and EFT payments in the Trust Fund totalling \$870.28, and EFT payments in the Licensing Account totalling \$12,688.40; total payments for July \$335,102.87.

Carried 7/0

10.1.3. ADOPTION OF MATERIAL VARIANCE

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Taryn Dayman, Deputy Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | FM 0052 |

BACKGROUND

In accordance to regulation 34(5) of the Local Government (Financial Management) regulations, each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances.

Previously Council has adopted a percentage value of 10% with a minimum value of \$10,000.

COMMENT

It is recommended that Council adopt a percentage value of 10% and with the minimum value of \$10,000.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulation 34(5)

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt a percentage value of 10% with a minimum value of \$10,000 that is considered to be a material variance as per regulation 34(5) of the Local Government (Financial Management) Regulations.

COUNCIL RESOLUTION

(8395) Moved Crs Weguelin and Mason

That Council adopt a percentage value of 10% with a minimum value of \$10,000 that is considered to be a material variance as per regulation 34(5) of the Local Government (Financial Management) Regulations.

Carried 7/0

10.1.4. RATE PAYMENT INCENTIVE

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Taryn Dayman, Deputy Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | FM 0058 |

BACKGROUND

The Local Government Act 1995, section 6.46, allows a local government to grant a discount or other incentive for the early payment of any rate or service charge.

COMMENT

Last financial year Council has offered rate payers who elect payment option 1 (full payment) a 5% discount, as well as being entitled to enter the rate incentive prize draw. Last year Council granted discounts to ratepayers totalling \$74,406

Based on a 5% early payment discount it is estimated that the value of discounts this year will be approximately \$78,176.

Council has sought support from Local Business and has received a positive response, with a number of businesses donating \$100.00 gift voucher. As in previous years, this donation has been matched by Council increasing the value of each voucher to \$200.00.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 6.46

POLICY IMPLICATIONS

Council's Policy 3.1.4 allows for the discount to be paid by the close of business on the due date.

FINANCIAL IMPLICATIONS

Reduction in rate revenue, with the 5% discount anticipated to cost Council in approximately \$78,176.

Cost of providing matching \$100 vouchers for the rate incentive prize.

Early recovery of rates which enables Council to generate increased revenue from bank interest on rate revenue invested.

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. Grants a 5% discount for rates paid in full by the due date (Option 1);*
- 2. Offer a \$100 voucher to match those businesses who also offer a \$100 voucher as a rate payment incentive prize; and*
- 3. Grants rate payers who pay all rates in full by the due date (option 1) entitlement to enter the rate incentive prize draw.*

COUNCIL RESOLUTION

(8396) Moved Crs – Hickey and Dickinson

That Council:

- 1. Grants a 5% discount for rates paid in full by the due date (Option 1);*
- 2. Offer a \$100 voucher to match those businesses who also offer a \$100 voucher as a rate payment incentive prize; and*
- 3. Grants rate payers who pay all rates in full by the due date (option 1) entitlement to enter the rate incentive prize draw.*

Carried by an absolute majority 7/0

10.1.5. FEES & CHARGES

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Taryn Dayman, Deputy Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | FM 0052 |

BACKGROUND

In accordance with the Local Government Act 1995, section 6.16, a local government may impose a fee or charge for any goods or services that it provides.

A Schedule of Fees and Charges is included in the 2014/2015 budget.

COMMENT

The current fees and charges have been reviewed to ensure cost recovery. Fees & Charges that have been changed from last year have been highlighted for Council's consideration.

It is recommended that Council adopt the Schedule of Fees and Charges as proposed in the 2014/2015 Annual Budget.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 6.16.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Income derived from fees and charges in the 2014/2015 annual budget.

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council adopts the Schedule of Fees and Charges as detailed for 2014/2015.

COUNCIL RESOLUTION

(8397) Moved Crs – Dickinson and Mason

That Council adopts the Schedule of Fees and Charges as detailed for 2014/2015.

Carried by an absolute majority 7/0

10.1.6. COUNCILOR ALLOWANCE

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Taryn Dayman, Deputy Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | FM 0052 |

BACKGROUND

In accordance with the Local Government Act 1995 section 5.99- Annual fee for council members in lieu for attending meetings, a Local Government may decide that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings –

- The annual fee determined by the Salaries and Allowance Tribunal under Salaries and Allowance Act 1975 section 7B; or
- Where the local government has set a fee within the range for annual fees determined by that Tribunal under that section, that fee.

In accordance with the Local Government Act 1995 section 5.98(5) Fees etc for Council members. The mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid –

- The annual local government allowance determined for mayors or presidents; or
- Where the local government has set an annual local government allowance within the range determined for annual local government allowances for mayors or presidents that allowance.

In accordance with the Local Government Act 1995 section 5.98A – Allowance for deputy mayor or deputy president, a local government may decide to pay the deputy mayor or deputy president of the local government an allowance of up to the percentage that is determined by the Salaries and Allowance Tribunal under the Salaries and Allowance Act 1975 section 7B of the annual local government allowance to which the mayor or president is entitled under section 5.98(5).

COMMENT

In accordance with section 7B(2) of the Salaries and Allowance Act 1975 the Salaries and Allowances Tribunal is required to “inquire into and determine –

- The amount of fees, or the minimum and maximum amount of fees, to be paid under the Local Government Act to elected council members for attendance at meetings, and
- The amount of expenses, or the minimum and maximum of expenses, to be reimbursed under the Local Government Act 1995 to elected council members; and
- The amount of allowances or the minimum and maximum amounts of allowances, to be paid under the Local Government Act 1995 to elected council members.”

It has been determined that the Shire of Corrigin is a Band 4 in the Tribunal’s local government banding model.

The Tribunal has determined the following minimums and maximums for a Band 4 Council;

Annual attendance fees in Lieu of council meeting and committee meeting attendance fees

| For a council member other than the mayor or president | | For a council member who holds the office of mayor or president | |
|--|---------|---|----------|
| Minimum | Maximum | Minimum | Maximum |
| \$3,500 | \$9,000 | \$3,500 | \$19,055 |

Annual allowance for a Mayor, president or chairman

| For a Mayor or president | |
|--------------------------|----------|
| Minimum | Maximum |
| \$500 | \$19,570 |

Annual allowance for a Deputy Mayor, Deputy President or Deputy Chairman

The percentage determined for the purpose of section 5.98A91) of the Local Government Act is 25 per cent.

| For a Deputy Mayor or Deputy president | |
|--|---------------|
| Minimum (25%) | Maximum (25%) |
| \$125 | \$4,872 |

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 5 Administration
Salaries and Allowances Act 1975

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Councillor annual sitting fees \$21,000, President annual sitting fees \$7,000
President Allowance \$7,500 and Deputy President Allowance \$1,850

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council elects to pay Councillors an annual attendance fee and adopts the following Councillors remuneration for 2014/2015:

- *Annual Councillor Sitting Fee* \$3,500
- *President Annual Sitting Fee* \$7,000
- *President Allowance* \$7,500
- *Deputy President Allowance* \$1,750

COUNCIL RESOLUTION

(8398) Moved Crs – Weguelin and Pridham

That Council elects to pay Councillors an annual attendance fee and adopts the following Councillors remuneration for 2014/2015:

- ***Annual Councillor Sitting Fee*** ***\$3,500***
- ***President Annual Sitting Fee*** ***\$7,000***
- ***President Allowance*** ***\$7,500***
- ***Deputy President Allowance*** ***\$1,750***

Carried by an absolute majority 7/0

10.1.7. ICT ALLOWANCE

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Taryn Dayman, Deputy Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | FM 0052 |

BACKGROUND

In accordance with Local Government Act 1995 section 5.99A – Allowance for council members in lieu of reimbursement of expenses, a local government may decide that instead of reimbursing council members under section 5.98(2) for all of a particular type of expense it will instead pay all council members –

- The annual allowance determined by the Salaries and Allowance Tribunal under the Salaries and Allowance Act 1975 section 7B for that type of expense; or
- Where the local government has set an allowance within the range determined by the Salaries and Allowance Tribunal under the Salaries and Allowance Act 1975 section 7B for annual allowance for that type of expense, an allowance of that amount.

COMMENT

In accordance with section 7B(2) of the Salaries and Allowance Act 1975 the Salaries and Allowances Tribunal is required to “inquire into and determine –

- The amount of fees, or the minimum and maximum amount of fees, to be paid under the Local Government Act to elected council members for attendance at meetings, and
- The amount of expenses, or the minimum and maximum of expenses, to be reimbursed under the Local Government Act 1995 to elected council members; and
- The amount of allowances or the minimum and maximum amounts of allowances, to be paid under the Local Government Act 1995 to elected council members.”

It has been determined that the Shire of Corrigin is a Band 4 in the Tribunal’s local government banding model.

The Tribunal has determined the following minimums and maximums for a Band 4 Council;

Annual allowance for ICT expenses

| Elected Members | |
|------------------------|----------------|
| Minimum | Maximum |
| \$500 | \$3,500 |

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 5 Administration
Salaries and Allowances Act 1975

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Councillors annual ICT Allowance \$7,000

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council elects to pay Councillors an annual ICT Allowance and adopts an annual ICT Allowance of \$1,000 per elected member for 2014/2015.

COUNCIL RESOLUTION

(8399) Moved Crs – Hickey and Pridham

That Council elects to pay Councillors an annual ICT Allowance and adopts an annual ICT Allowance of \$1,000 per elected member for 2014/2015.

Carried by an absolute majority 7/0

10.1.8. INSTALMENT PAYMENT PLAN OPTION – ADDITIONAL CHARGES

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Taryn Dayman, Deputy Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | FM 0052 |

BACKGROUND

In accordance with the Local Government Act 1995, section 6.45(3), a local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments.

The maximum amount of interest that may be imposed is 5.5%.

COMMENT

It is recommended that Council impose an additional charge of \$10 per instalment notice and a 5.5% interest charge for all rates assessments paid by the instalment option.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 6.45 – Options for payment of rates or service charges.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Recovery of administrative costs of rates and service charges paid by instalments.

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council imposes an additional charge of \$10 per instalment notice and 5.5% interest rate where payment of rates is made by instalments.

COUNCIL RESOLUTION

(8390) Moved Crs – Mason and Hickey

That Council imposes an additional charge of \$10 per instalment notice and 5.5% interest rate where payment of rates is made by instalments.

Carried by an absolute majority 7/0

10.1.9. RATE AND CHARGES PAYMENT OPTIONS

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Taryn Dayman, Deputy Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | FM 0052 |

BACKGROUND

The Local Government Act 1995 provides for the payment of rates and charges imposed by Council, by a single payment or by 4 instalments.

COMMENT

The following options are proposed for the payment of rates and charges for 2014/2015.

Option 1 (Full Payment)

- Full amount, less any entitled discount, of rates and charges including arrears to be paid on or before 35 days after the date of service appearing on the rate notice. Granting a 5% discount on this option.

Option 2 (4 Instalments)

- First instalment can be received on or before 35 days after the date of service appearing on the rate notice. This option is only allowed if all arrears (including accrued interest) are included in the first instalment.
- Second instalment to be made on or before 95 days after the date of service appearing on the rate notice.
- Third instalment to be made on or before 155 days after the date of service appearing on the rate notice.
- Fourth instalment to be made on or before 215 days after the date of service appearing on the rate notice.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 6.45 – Options for payment of rates or service charges.

POLICY IMPLICATIONS

Council's Policy 3.1.4 allows for the discount to be paid by the close of business on the due date.

FINANCIAL IMPLICATIONS

Rate revenue 2014/2015 Annual Budget.

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council adopts the following options for the payment of rates and charges for 2014/2015:

Option 1 (Full Payment)

- *Full amount, less any entitled discount, of rates and charges including arrears to be paid on or before 35 days after the date of service appearing on the rate notice. Granting a 5% discount on this option.*

Option 2 (4 Instalments)

- *First instalment can be received on or before 35 days after the date of service appearing on the rate notice. This option is only allowed if all arrears (including accrued interest) is included in the first instalment.*
- *Second instalment to be made on or before 95 days after the date of service appearing on the first rate notice.*
- *Third instalment to be made on or before 155 days after the date of service appearing on the rate first notice.*
- *Fourth instalment to be made on or before 215 days after the date of service appearing on the first rate notice.*

COUNCIL RESOLUTION

(8391) Moved Crs – Dickinson and Hickey

That Council adopts the following options for the payment of rates and charges for 2014/2015:

Option 1 (Full Payment)

- *Full amount, less any entitled discount, of rates and charges including arrears to be paid on or before 35 days after the date of service appearing on the rate notice. Granting a 5% discount on this option.*

Option 2 (4 Instalments)

- *First instalment can be received on or before 35 days after the date of service appearing on the rate notice. This option is only allowed if all arrears (including accrued interest) is included in the first instalment.*
- *Second instalment to be made on or before 95 days after the date of service appearing on the first rate notice.*
- *Third instalment to be made on or before 155 days after the date of service appearing on the rate first notice.*
- *Fourth instalment to be made on or before 215 days after the date of service appearing on the first rate notice.*

Carried by an absolute majority 7/0

10.1.10. PENALTY INTEREST ON OVERDUE RATES

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Taryn Dayman, Deputy Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | FM 0052 |

BACKGROUND

A local government may at the time of imposing a rate or service charge resolve by absolute majority to impose interest on a rate or service charge that remains unpaid after it is due.

The maximum amount of interest that may be imposed is 11%.

COMMENT

It is recommended that Council impose 11% interest on unpaid rates and service charges for 2014/2015.

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 6.51 – Interest on overdue rates or service charges.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Recovery of administrative costs or unpaid rates and service charges.

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council imposes penalty interest at the rate of 11% for all rates and charges that remain unpaid after the due date.

COUNCIL RESOLUTION

(8392) Moved Crs – Mason and Hickey

That Council imposes penalty interest at the rate of 11% for all rates and charges that remain unpaid after the due date.

Carried by an absolute majority 7/0

10.1.11. REFUSE COLLECTION AND DISPOSAL CHARGES

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Taryn Dayman, Deputy Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | FM 0052 |

BACKGROUND

In accordance with section 67 of the Waste Avoidance and Resource Recovery Act 2007, a local government may impose an annual charge for the collection and disposal of refuse.

COMMENT

The Shires of Corrigin, Kondinin, Kulin and Narembeen have established a partnership to jointly contract waste services on a regional basis. The agreement includes the establishment of kerbside recycling services, local waste transfer stations in each of the significant towns in the region and a regional waste disposal site.

There has been an increase in the cost of the contract for rubbish removal and disposal. The amount of the charge for collection and disposal of rubbish is calculated on the recovery costs to Council of providing the services.

A review of all rubbish services has been completed taking into account increased costs for the coming year. To make the recovery equitable and to encourage recycling, the following annual charges are recommended:

| | |
|--|----------|
| Domestic Rubbish Service - 1st Service (includes 120L Bin + 240L Recycling Bin) | \$290.00 |
| Commercial Rubbish Service - 1st Service (Includes 240L Bin + 240L Recycling Bin) | \$350.00 |
| Domestic/Commercial Rubbish Service – 2nd Service | |
| -For a 2nd 120L Waste Bin | \$240.00 |
| -For a 2nd 240L Waste Bin | \$300.00 |
| Extra Recycle service – 240L Recycling Bin | \$170.00 |
| Eligible Pensioner Discount on Domestic Rubbish Service | \$ 72.50 |

STATUTORY ENVIRONMENT

Health Act 1911

POLICY IMPLICATIONS

Council policy 3.1.6 relates to the discount allowed on Rubbish Service Charges for eligible pensioners.

FINANCIAL IMPLICATIONS

Recovery of costs of providing domestic and commercial rubbish collection service.

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council, in accordance with section 67 of the Waste Avoidance and Resource Recovery Act 2007, imposes the following charges for 2014/2015 for the collection and disposal of refuse.

| | |
|--|-----------------|
| <i>Domestic Rubbish Service - 1st Service (includes 120L Bin + 240L Recycling Bin)</i> | <i>\$290.00</i> |
| <i>Commercial Rubbish Service - 1st Service (Includes 240L Bin + 240L Recycling Bin)</i> | <i>\$350.00</i> |
| <i>Domestic/Commercial Rubbish Service – 2nd Service</i> | |
| <i>-For a 2nd 120L Waste Bin</i> | <i>\$240.00</i> |
| <i>-For a 2nd 240L Waste Bin</i> | <i>\$300.00</i> |
| <i>Extra Recycle service – 240L Recycling Bin</i> | <i>\$170.00</i> |
| <i>Eligible Pensioner Discount on Domestic Rubbish Service</i> | <i>\$ 72.50</i> |

COUNCIL RESOLUTION

(8393) Moved Crs – Hickey and Dickinson

That Council, in accordance with section 67 of the Waste Avoidance and Resource Recovery Act 2007, imposes the following charges for 2014/2015 for the collection and disposal of refuse.

| | |
|---|------------------------|
| <i>Domestic Rubbish Service - 1st Service (includes 120L Bin + 240L Recycling Bin)</i> | <i>\$290.00</i> |
| <i>Commercial Rubbish Service - 1st Service (Includes 240L Bin + 240L Recycling Bin)</i> | <i>\$350.00</i> |
| <i>Domestic/Commercial Rubbish Service – 2nd Service</i> | |
| <i>-For a 2nd 120L Waste Bin</i> | <i>\$240.00</i> |
| <i>-For a 2nd 240L Waste Bin</i> | <i>\$300.00</i> |
| <i>Extra Recycle service – 240L Recycling Bin</i> | <i>\$170.00</i> |
| <i>Eligible Pensioner Discount on Domestic Rubbish Service</i> | <i>\$ 72.50</i> |

Carried by an absolute majority 7/0

10.1.12. ADOPTION OF RATES

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin. |
| Location: | Shire of Corrigin. |
| Date: | 13 August 2014. |
| Reporting Officer: | Taryn Dayman, Deputy Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | FM 0052 |

BACKGROUND

The Local Government Act 1995, section 6.32 allows a local government to impose a general rate on rateable land within its district in order to make up the budget deficient.

COMMENT

The 2014/2015 annual budget has been prepared on the basis of a 6.85% increase in revenue raised from rates.

The following rates are proposed for 2014/2015:

General Rates

Gross Rental Value \$0.075237
Unimproved Value \$0.015536

Minimum Rates

| | | |
|----------------|----------|----------------|
| GRV - Corrigin | \$345.00 | Per Assessment |
| GRV – Other | \$170.00 | Per Assessment |
| UV | \$345.00 | Per Assessment |

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 6 – Financial Management.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Revenue from rates 2014/2015 Annual Budget.

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council adopts the following rates to be imposed on rateable property for 2014/2015:

General Rates

*Gross Rental Value \$0.075237
Unimproved Value \$0.015536*

Minimum Rates

| | | |
|-----------------------|-----------------|-----------------------|
| <i>GRV - Corrigin</i> | <i>\$345.00</i> | <i>Per Assessment</i> |
| <i>GRV – Other</i> | <i>\$170.00</i> | <i>Per Assessment</i> |
| <i>UV</i> | <i>\$345.00</i> | <i>Per Assessment</i> |

COUNCIL RESOLUTION

(8394) Moved Crs – Hickey and Talbot

That Council adopts the following rates to be imposed on rateable property for 2014/2015:

General Rates

Gross Rental Value \$0.075237

Unimproved Value \$0.015536

Minimum Rates

GRV - Corrigin \$345.00 Per Assessment

GRV – Other \$170.00 Per Assessment

UV \$345.00 Per Assessment

Carried by an absolute majority 7/0

10.1.12.1. ADOPTION OF ANNUAL BUDGET 2014/2015

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Taryn Dayman, Deputy Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | FM 0052 |

BACKGROUND

The Local Government Act 1995, section 6.2 requires a Local Government to prepare and adopt a budget before 31 August.

A copy of the proposed 2014/2015 Annual Budget has been provided to Councillors.

COMMENT

The draft budget was presented to Councillors and reviewed at the budget workshop on 31 July 2014, and amendments included in the final draft budget.

STATUTORY ENVIRONMENT

The Local Government Act 1995, section 6.2 – Local Government is to prepare annual budget.

POLICY IMPLICATIONS

The Local Government Act 1995, section 6.2 – Local Government is to prepare annual budget.

FINANCIAL IMPLICATIONS

Budget of estimated income and expenditure for the 2014/15 financial year.

STRATEGIC IMPLICATIONS

The 2014/2015 budget has been prepared with regards to the contents of the Shire of Corrigin's Strategic Community Plan and Corporate Business Plan.

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council adopts the 2014/2015 Annual Budget as proposed.

COUNCIL RESOLUTION

(8395) Moved Crs – Pridham and Mason

That Council adopts the 2014/2015 Annual Budget as proposed.

Carried by an absolute majority 7/0

10.1.13. ORGANISATIONAL STRUCTURE

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 12 August 2014 |
| Reporting Officer: | Julian Murphy, Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | CM053 |

BACKGROUND

Section 5.36 of the Local Government Act 1995 provides that a local government is to employ the number of persons that it believes is necessary to carry out the functions of the council. All permanent positions require Council's endorsement before they are established.

The following Organisational Structure reflects the current staffing arrangements provided for in the 2014/15 Budget.

COMMENT

The proposed organisational structure includes a new Manager Finance position to ensure the management of Council's finance and accounting functions.

The new position was identified as part of a review of the Shire Staff roles, responsibilities and tasks. The review highlighted that the current Deputy CEO role was heavily burdened with day to day accounting responsibilities whilst still being responsible for the overall management of Council's administration and financial functions.

The recent addition of the Integrated Planning and Reporting processes has further increased the workload of the Deputy CEO position which has driven the need for the responsibility for the accounting functions be moved to a new position.

The finance position will be responsible for the following areas:

- Day to day accounting functions
- Monthly Financial Reporting
- Debtors and Creditors management
- Tax management
- End of year financial reporting
- Financial records and registers
- Supervision of finance staff

The proposed new position will be offered a remuneration package commensurate with qualifications and experience and the senior nature of the position.

The Organisational Structure establishes a teams approach to the allocation of tasks based on each position's functions and responsibilities. The new structure establishes better defined position responsibilities and reporting structures.

The new structure establishes three senior management positions responsible for the following service areas:

- Corporate and Community Services
- Governance and Compliance Services
- Works and Services

The three service areas report directly to the CEO and through to Council.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 5.36 Local government employees.

POLICY IMPLICATIONS

Council does not have a policy on this matter.

FINANCIAL IMPLICATIONS

The 2014/15 Budget provides for the proposed organisational structure.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorses the organisational structure as proposed.

COUNCIL RESOLUTION

(8396) Moved Crs – Mason and Hickey

That Council endorses the organisational structure as proposed.

Carried 7/0

10.1.14. MONTHLY FINANCIAL REPORT – JULY 2014

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 19 August 2014 |
| Reporting Officer: | Taryn Dayman, Deputy Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | FM 0036 |

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 31 July 2014, as presented, and notes any material variances.

COUNCIL RESOLUTION

(8397) Moved Crs – Hickey and Pridham

That Council adopts the Statement of Financial Activity for the month ending 31 July 2014, as presented, and notes any material variances.

Carried 7/0

10.1.15. ENTERPRISE AGREEMENT

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Heather Talbot, Manager Governance and Compliance |
| Disclosure of Interest: | Financial Interest - Matters affecting the employment of the MGC |
| File Number: | PER 0002 |

BACKGROUND

The majority of Council's operational staff (outside workforce) are employed under a collective agreement. The current agreement expired in 2013.

The CEO has been negotiating with the entire workforce in relation to entering into a new enterprise agreement to replace the existing agreement. The coverage of the new agreement will be extended to cover all Shire employees (other than those on a fixed term contract) including administration staff, building staff, recreational staff and mechanical staff.

The terms of the new agreement are generally the same as the old agreement with the following major changes:

- Penalty Rates – the flat rate of overtime at time and one half has been removed. Overtime on a Sunday will be paid at the rate of double time, all other overtime will continue at the time and one half rate.
- Pay scales – pay rates have been indexed to reflect current pay levels and increments have been included with each level.

A copy of the draft agreement is attached.

COMMENT

The agreement is due for final acceptance in early September. Once the agreement has been accepted by the employees via a staff vote it will be lodged with the FairWork Commission.

STATUTORY ENVIRONMENT

Local Government Act 1995 and Fair Work Act 2009.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Budgeted expenditure for staff costs.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council authorise the CEO to enter into the Shire of Corrigin Enterprise Agreement 2014 with the Shire of Corrigin Employees.

COUNCIL RESOLUTION

(8398) Moved Crs – Weguelin and Mason

That Council authorise the CEO to enter into the Shire of Corrigin Enterprise Agreement 2014 with the Shire of Corrigin Employees.

Carried 7/0

10.1.16. DELEGATION OF POWERS AND DUTIES TO THE CEO

| | |
|-------------------------|---|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2013 |
| Reporting Officer: | Heather Talbot, Manager Governance and Compliance |
| Disclosure of Interest: | No interest to disclose |
| File Number: | GOV001 |

BACKGROUND

In accordance with the Local Government Act 1995, a local government is able to delegate some of its powers and duties to the Chief Executive Officer. The Chief Executive Officer may also delegate to other employees

COMMENT

These delegations are required to be reviewed once each financial year. The MGC has undertaken a review of the current delegations. The current delegations are considered appropriate. A copy of the Register of Delegations is attached.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 5.42 Delegation of powers and duties to the CEO

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council adopts the delegations of powers and duties to the Chief Executive Officer within the delegations register as proposed.

COUNCIL RESOLUTION

(8399) Moved Crs – Dickinson and Hickey

That Council adopts the delegations of powers and duties to the Chief Executive Officer within the delegations register as proposed.

Carried by an absolute majority 7/0

10.1.17. DUAL FIRE CONTROL OFFICERS – SHIRE OF KULIN

| | |
|-------------------------|--|
| Applicant: | Shire of Kulin |
| Location: | Shire of Kulin |
| Date: | 19 August 2014 |
| Reporting Officer: | Julian Murphy, Chief Executive Officer |
| Disclosure of Interest: | No Interest to Disclose |
| File Number: | ES 0001 |

BACKGROUND

Correspondence has been received from the Shire of Kulin requesting the appointment of Dual Fire Control Officer with the Shire of Corrigin.

COMMENT

It is recommended that Council appoint Donald Bradford.

STATUTORY ENVIRONMENT

Bush Fires Act 1954

POLICY IMPLICATIONS

Policy 5.1.6 – Fire Control Officers - Appointment

STRATEGIC IMPLICATIONS

Administration of Bush Fires Act with neighbouring Local Governments.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorses the appointment of Donald Bradford as the Shire of Kulin's Dual Fire Control Officer with the Shire of Corrigin.

COUNCIL RESOLUTION

(8400) Moved Crs – Weguelin and Mason

That Council endorses the appointment of Donald Bradford as the Shire of Kulin's Dual Fire Control Officer with the Shire of Corrigin.

Carried 7/0

10.1.18. CRICKET NET REPLACEMENT PROJECT

| | |
|-------------------------|---|
| Applicant: | Babakin Corrigin Cricket Club |
| Location: | O'Shea Place, Larke Crescent Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Heather Talbot, Manager Governance and Compliance |
| Disclosure of Interest: | No interest to disclose |
| File Number: | RCS0005 |

BACKGROUND

The Babakin Corrigin Cricket Club is seeking Council's support for their application to the Department of Sport and Recreation Community Sporting & Recreation Facilities Fund (CSRFF) small grants funding round to replace the practice nets.

The Babakin Corrigin Cricket Club utilise the main oval at O'Shea Place which is owned by the Shire of Corrigin. The existing nets have been in place for a number of years and have deteriorated to an extent that they are becoming dangerous to use.

The Cricket Club has received a quote from W & A Jansen Sons to replace the fence with chainmesh fence to 3 metres including a roof at a cost of \$11,850 excluding GST. The Cricket Club is seeking a 1/3 contribution from CSRFF and paying the remaining 2/3 contribution from within their own funds. The project is expected to be completed by November 2014.

COMMENT

The Shire of Corrigin Recreation Planning Committee has recognised in its Facility Development Matrix the need to replace this fencing as a short term priority (1-5yrs).

The nets are old and fraying, with a number of bad holes and the fencing wire has come away in a number of places, sticking out and creating a safety risk for cricket players and others using the oval.

It is recommended that Council support the CSRFF application by the Babakin Corrigin Cricket Club to replace the practice nets.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council supports the application by the Babakin Corrigin Cricket Club, as its first priority, to the Department of Sport and Recreation CSRFF program to replace the practice nets at O'Shea Place.

COUNCIL RESOLUTION

(8401) Moved Crs – Dickinson and Hickey

That Council supports the application by the Babakin Corrigin Cricket Club, as its first priority, to the Department of Sport and Recreation CSRFF program to replace the practice nets at O'Shea Place.

Carried 7/0

10.2. Health, Building and Planning Reports

10.2.1. TENDER FOR SALE OF LAND – GRANITE RISE ESTATE

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Corrigin |
| Date: | 4 August 2014 |
| Reporting Officer: | Julian Murphy, Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | RFT 04/2014 |

BACKGROUND

Council made allowance in the Budget for the sale of residential land comprising 32 lots at the Granite Rise Estate Corrigin. The tender was advertised statewide with tenders closing on 1 August 2014. No tenders were received.

Council set the following reserve prices for lots:

| Lot No. | Street No. | Street Name | Area (m ²) | Reserve Price inc-GST |
|---------|------------|---------------|------------------------|-----------------------|
| 1 | 8 | Lawton Way | 802 | \$ 54,900 |
| 2 | 6 | Lawton Way | 801 | \$ 54,800 |
| 3 | 4 | Lawton Way | 871 | \$ 59,600 |
| 4 | 2 | Lawton Way | 887 | \$ 66,700 |
| 5 | 8 | Haydon Close | 822 | \$ 62,300 |
| 6 | 6 | Haydon Close | 874 | \$ 59,800 |
| 7 | 4 | Haydon Close | 805 | \$ 55,100 |
| 8 | 2 | Haydon Close | 805 | \$ 55,100 |
| 9 | 1 | Haydon Close | 757 | \$ 51,800 |
| 10 | 3 | Haydon Close | 775 | \$ 53,100 |
| 11 | 5 | Haydon Close | 723 | \$ 49,500 |
| 12 | 7 | Haydon Close | 715 | \$ 55,000 |
| 13 | 8 | Price Retreat | 724 | \$ 55,600 |
| 14 | 6 | Price Retreat | 769 | \$ 52,700 |
| 15 | 4 | Price Retreat | 776 | \$ 53,100 |
| 16 | 2 | Price Retreat | 756 | \$ 51,800 |
| 18 | 12 | Lawton Way | 813 | \$ 55,600 |
| 19 | 3 | Abe Way | 928 | \$ 63,500 |
| 20 | 5 | Abe Way | 930 | \$ 63,700 |
| 21 | 7 | Abe Way | 931 | \$ 63,700 |
| 22 | 1 | Lindsay Rise | 789 | \$ 54,000 |
| 23 | 3 | Lindsay Rise | 742 | \$ 50,800 |
| 24 | 5 | Lindsay Rise | 747 | \$ 51,100 |
| 25 | 2 | Lindsay Rise | 1490 | \$ 102,000 |
| 26 | 4 | Lindsay Rise | 1517 | \$ 103,700 |
| 27 | 6 | Lindsay Rise | 1516 | \$ 103,800 |
| 28 | 8 | Lindsay Rise | 1516 | \$ 103,800 |
| 29 | 10 | Lindsay Rise | 1515 | \$ 103,800 |

| | | | | |
|----|----|--------------|------|------------|
| 30 | 12 | Lindsay Rise | 1515 | \$ 103,700 |
| 31 | 14 | Lindsay Rise | 1515 | \$ 103,700 |
| 32 | 16 | Lindsay Rise | 1508 | \$ 103,200 |
| 33 | 18 | Lindsay Rise | 1380 | \$ 100,400 |

When disposing of property, a local government is required to comply with the provisions of section 3.58 of the Local Government Act 1995. The Act provides for Local Government property to be sold by public auction or tender.

The Local Government (Functions and General) Regulations (Reg. 30) allows for the sale of property other than by tender or public auction within six months of Council putting the sale of land out for public tender.

Council has previously appointed Ralph Bolton of Landmark Realty as selling agent for the land and has delegated authority to the CEO to accept offers to purchase lots, received within the six months following the close of tenders, in the Granite Rise Estate that are equal to or greater than the reserve price for lots set by Council.

COMMENT

It is recommended that Council reappoint Ralph Bolton of Landmark Realty as selling agent for the Granite Rise Land and renew the delegation to the CEO to accept offers to purchase lots for the next six months.

STATUTORY ENVIRONMENT

Local Government Act 1995 – Section 3.58 disposing of property.

Local Government (Functions and General) Regulations – Regulation 30 Disposition of property to which section 3.58 of the Act does not apply.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Income from sale of land at the Granite Rise Estate.

STRATEGIC IMPLICATIONS

There are no direct strategic implications in relation to this item

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. Notes that no tenders were received for Tender 04/2014 – Sale of Land Granite Rise Estate;*
- 2. Delegates authority to the Chief Executive Officer to accept offers to purchase lots, received within the six months following the close of tenders, in the Granite Rise Estate that are equal to or greater than the reserve price for lots set by Council; and*
- 3. Re-appoints Ralph Bolton of Landmark Realty as exclusive selling agent for the Granite Rise Estate.*

COUNCIL RESOLUTION

(8402) Moved Crs – Pridham and Mason

That Council:

- 1. Notes that no tenders were received for Tender 04/2014 – Sale of Land Granite Rise Estate;***
- 2. Delegates authority to the Chief Executive Officer to accept offers to purchase lots, received within the six months following the close of tenders, in the Granite Rise Estate that are equal to or greater than the reserve price for lots set by Council; and***
- 3. Re-appoints Ralph Bolton of Landmark Realty as exclusive selling agent for the Granite Rise Estate.***

Carried by an absolute majority 7/0

Cr Weguelin left the meeting at 4.06pm

Cr Weguelin returned to the meeting at 4.07pm

Ms Bosch entered the meeting at 4.08pm

10.2.2. ENVIRONMENTAL HEALTH UPDATE

| | |
|-------------------------|--|
| Applicant: | Lauren Bosch |
| Location: | |
| Date: | 13 August 2014 |
| Reporting Officer: | Environmental Health Officer, Lauren Bosch |
| Disclosure of Interest: | No interest to disclose |
| File Number: | Various |

BACKGROUND

The purpose of this report is to update Council on the work that Council's Environmental Health Officer, Lauren Bosch, is currently doing for the Shire and within the community of Corrigin.

COMMENT

Food Premises and Annual Food Act 2008 report

- During June, July and August, food premises inspections have been conducted
- A Department of Health Officer conducted an audit of the abattoir in July
- Each food premises registration was renewed for 2014-15 period
- The Food Act annual report has been prepared for submission to the Department of Health by 31 August 2014

Corrigin Waste Management Facility

- An inspection of the facility took place in June by Council's EHO to determine compliance with the facility's license.
- An annual environmental report has been prepared and submitted to the Department of Environment Regulation (DER).
- Seedlings have been planted again this year at the site due to the good rainfall so far, to re-vegetate and rehabilitate the areas no longer in use
- Avon Waste have committed to doing a clean-up of the bulk bin storage area

Waste Authority Annual Waste Census 2013-14

Council's EHO has been working on collating data for the annual waste census due by 30 September. Once it has been completed and submitted a copy will be provided to Council to show waste disposal quantities and recycling rates for the Shire of Corrigin during 2013-14.

Glass Crushing Project

The Shire is waiting on six glass collection tipping bins to be delivered to implement the glass crushing project. The bins were ordered in May and should have been delivered by now, however advice from the manufacturer has indicated they will be delivered at the end of August or first week in September.

Waste Oil Collection

Council's EHO organized a used engine oil collection which happened in June. This is the first time this has been organized with an oil collector and overall it was successful, however now with a better understanding of how the collection company works, the next one will be organized in a way that will ensure it runs more smoothly.

The intent of the collection was to divert used oil away from the waste facility as it is not designed to collect large quantities of oil.

Registrations and Licenses

- Lodging houses have been re-registered for the 2014-15 period.
- The caravan park has been re-licensed for the 2014-15 period

Other compliance

- Water samples have continued through winter for the indoor heated pool
- Septic tank approvals and permits have been issued upon application and completion of installation

RoeROC Bending Regional Landfill

- Weighbridge is undergoing repair
- Additional pits are required to be dug in the next 2 months
- Avon Waste clean-up crews have done fence line litter collection recently
- An amendment to the registration is required – EHO currently working on this to submit to DER
- A future plan for the landfill is required – EHO to start on this

Annual Leave

Council's EHO has applied for leave from 15 September – 3 October 2014. A relief officer will be arranged for a week during this period.

STATUTORY ENVIRONMENT

Various

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts this report for information purposes

COUNCIL RESOLUTION

(8403) Moved Crs – Hickey and Weguelin

That Council accepts this report for information purposes

Carried 7/0

Ms Bosch left the meeting at 4.21pm

10.3. Works and General Purpose Reports

10.3.1. RESTRICTED ACCESS VEHICLE ROUTES

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 12 August 2014 |
| Reporting Officer: | Julian Murphy, Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | TT001 |

BACKGROUND

Permits are required for all operators of Class 2 and 3 Restricted Access Vehicles (RAVs) to access the heavy vehicle network. Examples of Class 2 and 3 RAVs include B-doubles, road trains and truck and trailers. Further information about RAV routes is available from the Main Roads WA website www.mainroads.wa.gov.au.

The routes available under the Gazette Notice permit system are based upon the existing heavy vehicle routes. That is, they are already approved routes. Additional routes can be added following approval of Local Government and route inspection.

Any expansion of, or reduction to, the networks will be done with a view to developing strategic transport routes and ensuring a balance between the needs of industry, Local Government, Government and the expectations of the broader community.

Representatives from Main Roads Heavy Vehicle Operations recently presented a workshop on RAV networks to Council and industry representatives in Corrigin. As a result of this workshop a number of local roads have been identified for addition to the RAV Networks.

RAV 4 Network

- Pontifex Road
- Parsons Road (from Bilbarin East Road to Bruce Rock Corrigin Road)
- Nambadilling Road
- Caley Nornakin Road
- Grylls Road
- Nornakin East Road
- Walton Road
- Dilling Road
- Szczecinski Road
- Hewett Road
- Copestakes Road
- Hillside Road
- Barber Road
- Jenkyns Road
- Corrigin Wogerlin Road
- Shackleton Bilbarin Road

- Gardeners Road
- George Road
- Willis Road

RAV 5 Network

- Dilling Railway (from Western Stablisers to Woglin St)
- Woglin Street
- Corrigin Naremben Road

COMMENT

It is recommended that Council submits the identified roads for assessment by Main Roads for addition to the RAV networks.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council submits the following roads for assessment by Main Roads WA for addition to the RAV networks:

RAV 4 Network

- *Pontifex Road*
- *Parsons Road (from Bilbarin East Road to Bruce Rock Corrigin Road)*
- *Nambadilling Road*
- *Caley Nornakin Road*
- *Grylls Road*
- *Nornakin East Road*
- *Walton Road*
- *Dilling Road*
- *Szczecinski Road*
- *Hewett Road*
- *Copestakes Road*
- *Hillside Road*
- *Barber Road*
- *Jenkyns Road*
- *Corrigin Wogerlin Road*
- *Shackleton Bilbarin Road*
- *Gardeners Road*
- *George Road*

- *Willis Road*

RAV 5 Network

- *Dilling Railway (from Western Stablisers to Woglin St)*
- *Woglin Street*
- *Corrigin Narembeen Road*

COUNCIL RESOLUTION

(8404) Moved Crs – Hickey and Dickinson

That Council submits the following roads for assessment by Main Roads WA for addition to the RAV networks:

RAV 4 Network

- ***Pontifex Road***
- ***Parsons Road***
- ***Nambadilling Road***
- ***Caley Nornakin Road***
- ***Grylls Road***
- ***Nornakin East Road***
- ***Walton Road***
- ***Dilling Road***
- ***Szczecinski Road***
- ***Hewett Road***
- ***Copestakes Road***
- ***Hillside Road***
- ***Barber Road***
- ***Jenkyns Road***
- ***Corrigin Wogerlin Road***
- ***Shackleton Bilbarin Road***
- ***Gardeners Road***
- ***George Road***
- ***Willis Road***
- ***Reed Road***

RAV 5 Network

- ***Dilling Railway (from Western Stablisers to Woglin St)***
- ***Woglin Street***
- ***Corrigin Narembeen***

Carried 7/0

10.3.2. LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Location: | Shire of Corrigin |
| Date: | 13 August 2014 |
| Reporting Officer: | Julian Murphy, Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | ES0024 |

BACKGROUND

Under Section 41 of the Emergency Management Act 2005 a local government is to ensure that emergency management arrangements are in place for that local government district.

Local Emergency Management Arrangements are developed to provide a community focused, coordinated approach to the management of all potential emergencies within a local government area.

Under section 38 of the Emergency Management Act 2005, a local government is required to establish one or more Local Emergency Management Committees (LEMCs) for the local government's district. The LEMC is to be managed and chaired by the Local Government with representation from organisations and agencies that play a key role in emergency management within their district.

The functions of a LEMC, in relation to its district or the area for which it is established, are:

- to advise and assist the local government in ensuring that Local Emergency Management Arrangements (LEMAs) are established for its district;
- to liaise with public authorities and other persons in the development, review and testing of the LEMA; and
- to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

The Shire of Corrigin is currently reviewing its Local Emergency Management and Recovery Plan. The Local Emergency Management and Recovery Plan have been considered and endorsed by the Local Emergency Management Committee.

A Local Recovery Coordinator and Deputy Recovery Coordinator have been appointed.

COMMENT

Council is required to endorse the new arrangements before submitting them to the District Emergency Management Committee.

STATUTORY ENVIRONMENT

Emergency Management Act 2005

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorses the Shire of Corrigin Local Emergency Arrangements including the Shire of Corrigin Local Recovery Plan as proposed.

COUNCIL RESOLUTION

(8405) Moved Crs – Weguelin and Mason

That Council endorses the Shire of Corrigin Local Emergency Arrangements including the Shire of Corrigin Local Recovery Plan as proposed.

Carried 7/0

11. NOTICE OF MOTIONS

There was no Notice of Motions.

12. NOTICE OF MOTIONS FOR THE NEXT MEETING

There was no Notice of Motions for the next Meeting.

13. CHIEF EXECUTIVE OFFICER'S REPORT

Staff

The CEO gave an update on Staff appointments with the new grader driver, Noel Woodbridge, starting last week.

Interviews for the vacant environmental health officer position were held this week. The appointment process should be completed by the end of the week with reference checks to be conducted

Corrigin Recreation & Events Centre

Earthworks are underway with the site being surveyed in the next week. Depending on the results of the soil type Council may need to excavate and import one metre of clean fill before handing the site over to Perkins Builders.

14. PRESIDENT'S REPORT

The President advised that she had attended the following meetings and events in the past month:

- RoeROC Meeting.
- Meeting with Perkins Builders.
- Regional Road Group meeting.
- Health MOU group meeting.
- Launch of the Wheatbelt South Regional Strategy.
- Display on the Corrigin Recreation and Events centre down the main street.

15. COUNCILLORS' REPORTS

Cr Pridham advised that he had attended the Roe Tourism meeting on Monday and The Tidy Towns meeting on Monday Evening. Committee members from Tidy Towns are scheduled to meet with the CEO to discuss the current town entrance statements.

16. URGENT BUSINESS

COUNCIL RESOLUTION

(8406) Moved Crs – Hickey and Talbot

That Council considers the following matter regarding the nomination of Cr Baker to the Board of Rural Health West Board as a matter of urgent business.

Carried 7/0

16.1.1. BOARD NOMINATION – RURAL HEALTH WEST

| | |
|-------------------------|---|
| Applicant: | Rural Health West |
| Location: | Western Australia |
| Date: | 19 August 2014 |
| Reporting Person: | Cr Lynette Baker, President |
| Disclosure of Interest: | Cr Baker is the Shire of Corrigin representative to Rural Health West |
| File Number: | CS0039 |

BACKGROUND

Rural Health West is a not-for-profit agency that receives funding from the Australian Government Department of Health and Ageing and the Western Australian Department of Health through WA Country Health Service, and is administered by an eight member Board made up of elected and appointed Directors who are responsible to the company's membership base.

Rural Health West provides recruitment services for permanent, long and short-term placements (locum); professional development opportunities, including education workshops and conferences, throughout the year; business support and development for country medical practices; and engages with the future medical workforce through student groups.

Rural Health West is currently seeking nominations for its Board from members. The Shire of Corrigin is an organisational member of Rural Health West and may seek to have its representative (Cr Lynette Baker) appointed to the Board.

COUNCIL RESOLUTION

(8407) Moved Crs – Pridham and Hickey

That Council endorses the nomination of Cr Lynette Baker to the Board of Rural Health West.

Carried 7/0

17. INFORMATION BULLETIN

Cr Talbot made reference to the letter from the Corrigin Bowling Club seeking \$250,000 from Council as a contribution towards the installation of new synthetic surfaces.

The Council discussed the project cost and the timing of the funding request. The project is currently not included in Council's Long Term Financial Plan.

Councillors requested that an item to be presented to Council at the September 2014 Ordinary Meeting to consider Council's formal position and response.

18. WALGA AND CENTRAL ZONE MOTIONS

There were no WALGA Central Zone Matters.

19. MEETING CLOSURE

There being no further business to discuss, the president thanked everyone for their attendance and closed the meeting at 4.51pm.

President: _____ Date: _____