

**SHIRE OF**  
**WESTONIA**  
A vibrant community lifestyle

# Minutes

## Ordinary Council Meeting

Held in Council Chambers, Wolfram Street Westonia

Thursday 18<sup>th</sup> March 2021

### CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on 22nd April 2021 as a true and accurate record of the Ordinary Council Meeting held 18<sup>th</sup> March 2021.

.....  
**Cr Karin Day**  
**Shire President**

*All attachment items referred to in these minutes are available for public perusal at the Shire Office*



## Disclaimer

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The Shire of Westonia disclaims and liability for any loss whatsoever and howsoever caused by arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during the Council Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does that persons or legal entity's own risk.

In particular and without derogating in any way from the board disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation made by any member or Officer of the Shire of Westonia during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Westonia.

The Shire of Westonia warns that anyone who has any application lodged with the Shire of Westonia must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Westonia in respect of the application.



**SHIRE OF WESTONIA**  
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# STRATEGIC COMMUNITY

**SNAPSHOT**

**PLAN**

**2018-2028**

## CORE DRIVERS

1. Relationships that bring us tangible benefits (to the Shire and our community)
2. Our lifestyle and strong sense of community.
3. We are prepared for opportunities and we are innovative to ensure our relevancy and destiny.

## OUR VALUES

**Respect** – We value people and places and the contribution they make to the Shire.

**Inclusiveness** – Be receptive, proactive, and responsive.

**Fairness and Equity** – Provide services for a variety of ages and needs.

**Communication** – Create opportunities for consultation with the broad community.

## OUR VISION

A vibrant community lifestyle

## MISSION

Provide leadership and direction for the community.

## ECONOMIC



Support growth and progress, locally and regionally...

Efficient transport connectivity in and around our Shire.

- Continue to utilise our Road Management Plan, which incorporates a road hierarchy, minimum service levels and maintenance policy.
- RAV Ratings and Shire boundaries are consistent across local government boundaries.
- Lobby and build enduring partnerships with key Government Departments to improve Great Eastern Hwy.
- Actively participate in the Secondary Freight Network group.
- Develop and implement a Road Asset Plan highlighting key funder and strategic partnerships to support sustainability.
- Develop a Gravel Reserve Policy which identifies future gravel reserves and recognises cost to local government.
- Educate road users about road safety and driving on gravel roads.
- Optimal and safe use of our plants and equipment assets.
- Ensure that appropriate RAV vehicles traverse correct RAV routes.
- Maintain our airport with a view to improvements to meet commercial and recreational aviation needs.

Facilitate local business retention and growth.

- Council recognises the opportunity of partnering with Westonia Progress Association, works closely and supports them to help achieve their economic development projects and our strategic goals.
- Council continue to have a role in facilitating the presence of a Co-op in our community.
- Enhance local economic activity by supporting the growth of tourism in our Shire and region including applying for funding to improve tourist facilities.
- Improve our online tourism presence.
- We forward plan to improve the economic diversity in our community.
- In partnership with Council, the mine develops long term business plans for current mine assets.
- Investigate options for multipurpose accommodation if vacancies arise in mine accommodation.

## SOCIAL



Provide community facilities and promote social Interaction...

Plan for community growth and changing demographics.

- Develop the Town Planning Scheme.
- Plan and develop residential and industrial land.
- Community safety and ease of access around town is a priority.
- Our lifestyle, facilities and sense of community is promoted.
- The CEACA project continues to expand the number of universally designed dwellings in our town.
- We support our emergency services.
- We enable visiting health professionals to our community.
- The Community Resource Centre receives external funding to provide preventative health and community development initiatives to the community.
- We facilitate healthy and active ageing in place
- Our cemetery is well presented.

Our community has the opportunity to be active, socialised and connected.

- We collaborate and encourage active engagement in local clubs and community initiatives that support a healthy lifestyle.
- Investigate motor sport opportunities around the Shire.
- Preserve and celebrate our local history.
- Support our volunteers and clubs to remain strong, dynamic, and inclusive.
- Encourage lifelong learning.
- Children and youth have active and social opportunities.
- Continue to provide high standard and accessible shire facilities.
- Retain and expand Westonia's unique tourism experience.

Natural spaces are preserved and bring us value.

- Sustainably manage our reserves and open spaces.
- Participate in best practice waste management.
- Work collaboratively to meet legislative compliance with managing weeds and pests as well as our environmental health standards.
- Investigate renewable energy generation technologies.

## GOVERNANCE



Continually enhance the Shire's organisational capacity to service the needs of a growing community...

Be progressive and capture opportunities.

- Be open to local productivity/ best practice and cost saving opportunities locally and regionally.
- Investigate joint resourcing and tendering
- Advocate and develop strong partnerships to benefit our community.
- Be prepared by forward planning our resources and focusing on continuous improvement.
- Identify risks and opportunities after the life of the mine.

The community receives services in a timely manner.

- Meet our legislative and compliance requirements.
- Work towards optimal management of our assets.
- Work to develop Councillor and staff skills and experience to provide career and succession opportunities within the Shire.
- Inside and outside staff are multi skilled to understand the business of local government and provide a seamless service to the community.
- Communicate and engage with our community regularly.

Financial resources meet the ongoing needs of the community.

- Seek external funding for significant capital improvements that deliver upon our strategic objectives.
- Investigate ways to reduce reliance on operational grants given the current State and Federal Government priorities.

Shire of Westonia: -  
A vibrant community lifestyle.



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## 1. DECLARATION OF OPENING

The President, Cr Day welcomed Councillors and staff and declared the meeting open at 4.17pm.

A minutes silence was held as a mark of respect for the following former ratepayer/resident who recently passed away:

- Barry Lane

## 2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

### Councillors:

Cr KM Day	President
Cr WJ Huxtable	Deputy President
Cr DL Geier	
Cr JJ Jefferys	
Cr RA Della Bosca	

### Staff:

Mr. JC Criddle	Chief Executive Officer
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<b>Members of the Public:</b>	Nil
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<b>Apologies:</b>	Nil
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<b>Approved Leave of Absence:</b>	CR RS Corsini
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## 3. PUBLIC QUESTION TIME (4.19PM – 4.34PM)

Nil

## 4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 5. CONFIRMATION OF PREVIOUS MINUTES

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### OFFICER RECOMMENDATIONS

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That the minutes of the Ordinary Meeting of Council held on 18<sup>th</sup> February 2021 be confirmed as a true and correct record.

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### RESOLUTION

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<b>Moved:</b>	<b>Cr Huxtable</b>	<b>Seconded:</b>	<b>Cr Jefferys</b>
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<b>01/03-21</b>	<b>That the minutes of the Ordinary Meeting of Council held on 18<sup>th</sup> February 2021 be confirmed as a true and correct record.</b>
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CARRIED 5/0

## 6. RECEIVAL OF MINUTES

That the minutes of the WEROC Inc. Board Meeting held on 22<sup>nd</sup> February 2021 be received.

That the minutes of the Great Eastern Country Zone Inc. Board Meeting held on 22<sup>nd</sup> February 2021 be received.

That the minutes of the LEMC Meeting held on 4<sup>th</sup> March 2021 be received.

That the minutes of the NEWTRAVEL Meeting held on 25<sup>th</sup> February 2021 be received.

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### RESOLUTION

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**Moved:** Cr Jefferys **Seconded:** Cr Huxtable

**02/03-21** That the minutes of the WEROC Inc. Board Meeting held on 22<sup>nd</sup> February 2021 be received.  
That the minutes of the Great Eastern Country Zone Inc. Board Meeting held on 22<sup>nd</sup> February 2021 be received.  
That the minutes of the LEMC Meeting held on 4<sup>th</sup> March 2021 be received.  
That the minutes of the NEWTRAVEL Meeting held on 25<sup>th</sup> February 2021 be received.

**CARRIED 5/0**

## 7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

The President, Cr Day advised having attended the following meetings:

- WEROC Inc. Board Meeting held on 22<sup>nd</sup> February 2021 in Kellerberrin with the CEO.
- Great Eastern Country Zone Inc. Board Meeting held on 22<sup>nd</sup> February 2021 in Kellerberrin with the CEO.
- Annual Electors Meeting held on Tuesday 9<sup>th</sup> March 2021 with Cr Geier, Della Bosca and the CEO.
- Billeted two university students as part of the Student emersion program from Monday 15<sup>th</sup> to Friday 19<sup>th</sup> March 2021.

Cr Geier advised having attended the following meetings:

- LEMC Meeting held on 4<sup>th</sup> March 2021 in Southern Cross with the CEO.

Cr Della Bosca advised having attended the following meetings:

- Eastern Wheatbelt Biosecurity Group (Dogger) Meeting held on 4<sup>th</sup> March 2021 in Merredin.

## 8. DECLARATION OF INTEREST

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Financial** interest were made at the Council meeting held on **18<sup>th</sup> March 2021**.

<b>Name/Position</b>	
<b>Item No./Subject</b>	
<b>Nature of interest</b>	
<b>Extent of Interest</b>	

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Closely Association Person And Impartiality** interest were made at the Council meeting held on **18<sup>th</sup> March 2021**.

<b>Name/Position</b>	
<b>Item No./Subject</b>	
<b>Nature of interest</b>	
<b>Extent of Interest</b>	



In accordance with Section 5.60B and 5.65 of the *Local Government Act 1995* the following disclosures of **Proximity** interest were made at the Council meeting held on **18<sup>th</sup> March 2021**.

<b>Name/Position</b>	
<b>Item No./Subject</b>	
<b>Nature of interest</b>	
<b>Extent of Interest</b>	

## 9. MATTERS REQUIRING A COUNCIL DECISION

### 9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

#### 9.1.1 ACCOUNTS FOR PAYMENT

<b>Responsible Officer:</b>	Jamie Criddle, CEO		
<b>Author:</b>	Jasmine Geier, Manager of Corporate Services		
<b>File Reference:</b>	F1.3.3 Monthly Financial Statements		
<b>Disclosure of Interest:</b>	Nil		
<b>Attachments:</b>	<b>Attachment 9.1.1</b> List of Accounts		
<b>Signature:</b>	<b>Officer</b>		<b>CEO</b>
			

#### **Purpose of the Report**

- Executive Decision
  Legislative Requirement

#### **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**

Attached is a copy of Accounts for Payment for the month of December 2020 & January 2021. The credit card statements currently show: -

CEO                                      **February 2021 \$1,151.91** associated with the purchase of Activ8inet Housing & Office, Email Exchange Platform, Office 365, Fuel, Spotify, National Police Check, Microsoft 365 Business Basic Recurring

Works Supervisor                      **February 2021 \$305.06** associated with the purchase Diesel and Cryopen Cartridges

#### **Statutory Environment**

Local Government (Financial Management) Regulations 1996 Regulations 12 & 13 requires the list of accounts to be presented to Council. Payments are made by staff under delegated authority from the CEO and Council.

#### **Policy Implications**

Council does not have a policy in relation to payment of accounts.

#### **Strategic Implications**

Accounts for payment are presented to Council in the interests of accountability and provide information on Council expenditure.

#### **Financial Implications**

Expenditure in accordance with the 2020/2021 Annual Budget.





**Voting Requirements**



Simple Majority



Absolute Majority

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**OFFICER RECOMMENDATIONS**

That February 2021 accounts submitted to today's meeting on Municipal vouchers numbered from 3916 to 3921, and D/Debits from EFT4813 to EFT4857 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$339,163.04 be passed for payment.

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**RESOLUTION**

Moved:

Cr Geier

Seconded:



Cr Huxtable

03/03-21

That February 2021 accounts submitted to today's meeting on Municipal vouchers numbered from 3916 to 3921, and D/Debits from EFT4813 to EFT4857 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$339,163.04 be passed for payment.

CARRIED 5/0

## 9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – FEBRUARY 2021

<b>Responsible Officer:</b>	Jamie Criddle, CEO		
<b>Author:</b>	Jasmine Geier, Manager of Corporate Services		
<b>File Reference:</b>	F1.3.3 Monthly Financial Statements		
<b>Disclosure of Interest:</b>	Nil		
<b>Attachments:</b>	<b>Attachment 9.1.2</b> Monthly Statement of Financial Activity		
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>	
			

### **Purpose of the Report**

- Executive Decision  Legislative Requirement

### **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.

### **Comment**

The Monthly Statement of Financial Activity for the period ending February 2021 is attached for Councillor information, and consists of:

1. Summary of Bank Balances
2. Summary of Outstanding Debtors
3. Balance Sheet
4. Budget v Actuals Schedules

### **Statutory Environment**

General Financial Management of Council  
Council 2020/2021 Budget  
Local Government (Financial Management) Regulation 34 1996  
Local Government Act 1995 section 6.4

### **Policy Implications**

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Council policy is that the material variation be set at \$10,000 and 15%.

### **Strategic Implications**

The Monthly Statement of Financial Activity is a record of Council's activities and financial performance during the reporting period.

### **Financial Implications**

There is no direct financial implication in relation to this matter.

### **Voting Requirements**

- Simple Majority  Absolute Majority

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**OFFICER RECOMMENDATIONS**

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That Council adopt the Monthly Financial Report for the period ending February 2021 and note any material variances greater than \$10,000 or 15%.

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**RESOLUTION**

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**Moved:** Cr Della Bosca



**Seconded:** Cr Jefferys

**04/03-21** That Council adopt the Monthly Financial Report for the period ending February 2021 and note any material variances greater than \$10,000 or 15%.

**CARRIED 5/0**

### 9.1.3 GST RECONCILIATION REPORT – FEBRUARY 2021

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<b>Responsible Officer:</b>	Jamie Criddle, CEO		
<b>Author:</b>	Jasmine Geier, Manager of Corporate Services		
<b>File Reference:</b>	F1.4.4 Audit Report		
<b>Disclosure of Interest:</b>	Nil		
<b>Attachments:</b>	<b>Attachment 9.1.3</b> GST Report		
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>	
			

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#### Purpose of the Report

- Executive Decision                       Legislative Requirement

#### Background

The Reconciled Balance of the GST Ledger to the General Ledger as reported as at 28<sup>th</sup> February 2021 is provided to Council on a monthly basis as a means of keeping Council informed of its current GST liability.

#### Comment

The GST Reconciliation Report is attached for Councillor consideration.

#### Statutory Environment

Nil

#### Policy Implications

Council does not have a policy in regard to Goods and Services Tax.

#### Strategic Implications

Nil

#### Financial Implications

The GST reconciliation is presented to Council as a means of indicating Council's current GST liability, which has an impact on Council's cash-flow.

#### Voting Requirements

- Simple Majority                       Absolute Majority

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#### OFFICER RECOMMENDATIONS

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That the GST Reconciliation totaling\$ (4,320.00) for the period ending February 2021 adopted.




## 9.1.4 COMPLIANCE AUDIT RETURN 2020

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<b>Responsible Officer:</b>	Jamie Criddle, CEO	
<b>Author:</b>	Jamie Criddle, CEO	
<b>File Reference:</b>	ES1.6.1	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	Nil	
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>

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### **Purpose of the Report**

- Executive Decision  Legislative Requirement

### **Background**

In accordance with the Local Government (Audit) Regulations 1996, a local government is required to carry out a compliance audit for the period 1st January to 31st December each year against the requirements included in the Compliance Audit Return (CAR).

The completed CAR is required to be presented to Council for consideration and adoption, signed by the Shire President and CEO and subsequently submitted to the Director General of the Department of Local Government before 31st March.

### **Comment**

The Compliance Audit Return has been a mandatory requirement since the Local Government (Audit) Regulations 1999, were amended and made applicable from 1 January 2000.

All senior staff have been involved in the completion of the Compliance Audit Return, certifying their actions and that of the Council, relating to the return covering the 2020 calendar year.

Staff involved and included in the process included;

- Chief Executive Officer
- Manager Corporate Services
- Works Supervisor

The Return is to be jointly certified by the Shire President and the Chief Executive and subsequently submitted to the Director General of the Department of Local Government before 31st March.

Additionally, staffing levels in small local governments are such that we do not have the quantum or degree of specialisation available to larger local governments. Hence not every question in the CAR has been “fully” researched as to absolute accuracy. The responses are based on some research and memory and made in good faith.

### **Statutory Environment**

Local Government (Audit) Regulations 1996 – Regulations 13, 14 & 15 – Compliance Audit Returns.

### **Policy Implications**

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

### Strategic Implications

The Local Government Act 1995 and Local Government (Audit) Regulations 1996 apply.

### Financial Implications

Nil.

### Voting Requirements



Simple Majority



Absolute Majority

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### OFFICER RECOMMENDATIONS

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That Council as per the Audit Committee:

1. receives the Compliance Audit Return 2020; and
2. recommends to Council that the Compliance Audit Return 2020 be endorsed and authorise the Shire President and CEO to sign the CAR for dispatch to the Department of Local Government as per the requirements of the Local Government Act 1995.

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### RESOLUTION

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Moved: Cr Geier

Seconded: Cr Della Bosca

06/03-21 That Council as per the Audit Committee:

1. receives the Compliance Audit Return 2020; and
2. recommends to Council that the Compliance Audit Return 2020 be endorsed and authorise the Shire President and CEO to sign the CAR for dispatch to the Department of Local Government as per the requirements of the Local Government Act 1995.


CARRIED 5/0 by ABSOLUTE MAJORITY

### 9.1.5 DELEGATIONS MANUAL REVIEW

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<b>Responsible Officer:</b>	Jamie Criddle, CEO	
<b>Author:</b>	Jamie Criddle, CEO	
<b>File Reference:</b>	A2.8.5	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	Nil	
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>

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#### Purpose of the Report

Executive Decision

Legislative Requirement

#### Summary

To complete the yearly review the Delegations Manual.

#### Background

The review of delegations to the Chief Executive Officer (CEO) made under the Local Government Act 1995 and other Acts, plus delegations made to other officers by Council pursuant to various Acts.

The existing Delegations Register has been attached for your perusal.

The Chief Executive Officer has conducted an extensive review of the current Delegation with the format being adjusted and grouped into relevant sections to make it easier to follow.

The Delegations in place all being direct delegations to the CEO, who in turn delegates a number to other officers.

#### Comment

As part of the review, all delegations have been thoroughly examined to ensure they are still relevant and the wording of each is appropriate. In considering the review each delegation has been viewed in the context of whether it is a power or a duty of the local government, hence a delegation can occur, or it is an administration function that is part of the CEO or other officer's responsibility and therefore a delegation is not required.

The Chief Executive Officer has reviewed the current Delegations Register and the following changes/deletions to existing delegations are proposed:-

Delegation CPR1 Caravan Park and Camping Grounds Act Authorised Persons

*Delegation to be removed as there is no power to delegate under the Caravan Park and Camping Grounds Act*

Delegation MISC 11 Control of Vehicles (Off-Road Areas) Act Authorised Officer

*Delegation to be removed as there is no power to delegate under the Control of Vehicles (Off-Road Areas) Act*

Delegation FOOD2 Appointment of Designated Officers and Authorised Officers 2008 – Appointment of Designated Officers and Authorised

*Remove name of Officer as delegation should be a position only Act*

Delegation HEALTH1 Public Health Act 2016

*Remove name of Officer as delegation should be a position only*



Delegation LITTER01 Litter Act 1979

*Delegation to be removed as there is no power to delegate under the Litter Act*

It should be noted that the process for Appointing Authorised Persons under a range of legislation has been harmonised through an amendment to section 9.10 of the Local Government Act 1995, which now means the CEO is the prescribed decision maker to make the appointments, therefore, this has been recognised in a number of delegations within the reviewed Delegations Register.

### **Statutory Environment**

Local Government Act 1995

Section 5.18 – provides that a local government is to keep a register of delegations and review the delegations once every financial year (to committees).

Section 5.46(2) – provides that at least once in every financial year delegations are to be reviewed by the delegator (Council).

Local Government (Miscellaneous Provisions) Act 1960

Sections 374, 374A, 374C, 401A, 403, 408 & 409 all deal with various aspects relating to buildings.

Bush Fires Act 1954

Section 17(10) – provides that a local government may delegate to the President and its Chief Bush Fire Control Officer, jointly its powers and duties under 17 (7-8) – variation of prohibited burning times.

Section 18 (5C) – provides that a local government may delegate to the President and its Chief Bush Fire Control Officer, jointly the power to vary the restricted burning times.

Clause 11.3 – enables Council to delegate powers and duties to the CEO.

Section 5.42 of the Local Government Act 1995 states that a number of the local government's powers and duties can be delegated to the CEO. Section 5.43 of the Act details the limitations on those delegations. The review has been conducted within those legislative requirements.

Building Act 2011

Section 127 (6A) provides – The CEO of a Local Government may delegate to any other local government employee a power or duty of the local government that has been delegated to the CEO under this section but in the case of such a power or duty –

(a) The CEO's power under this subsection to delegate the exercise of that power or the discharge of that duty; and

(b) The exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions, qualifications, limitations or exceptions imposed by the local government on its delegation to the CEO.

An absolute majority of Council is required to adopt the Delegations Register.

### **Policy Implications**

There are no direct implications on any current policies however a number of delegations are linked to Council policies.

### **Strategic Implications**

5.42. Delegation of some powers and duties to CEO

(1) A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under –

(a) this Act other than those referred to in section 5.43; or

(b) the Planning and Development Act 2005 section 214(2), (3) or (5).

\* Absolute majority required.

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.46. Register of, and records relevant to, delegations to CEO and employees

(1) The CEO is to keep a register of the delegations made under this Division to the

CEO and to employees.

(2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.

(3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

#### 9.10. Appointment of authorised persons

(1) In this section —

law means any of the following —

(a) this Act;

(b) the Caravan Parks and Camping Grounds Act 1995;

(c) the Cat Act 2011;

(d) the Cemeteries Act 1986;

(e) the Control of Vehicles (Off-road Areas) Act 1978;

(f) the Dog Act 1976;

(g) subsidiary legislation made under an Act referred to in any of paragraphs (a) to (f);

(h) a written law prescribed for the purposes of this section; specified means specified in the instrument of appointment.

(2) The CEO may, in writing, appoint persons or classes of persons to be authorised persons for the purposes of 1 or more specified laws or specified provisions of 1 or more specified laws.

(3) An appointment under subsection (2) is subject to any specified conditions or limitations.

(4) The CEO must give to each person appointed under subsection (2) an identity card that —

(a) on the front of the card, sets out —

(i) the name and official insignia of the local government; and

(ii) the name of the person; and

(iii) a recent photograph of the person; and

(b) on the back of the card, specifies each law to which the person's appointment relates.

(5) A person appointed under subsection (2) (the authorised person) must —

(a) carry their identity card at all times when performing functions under a specified law; and

(b) produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law.

(6) A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.

[Section 9.10 inserted: No. 16 of 2019 s. 64.]

From a local government perspective, the concept of "delegation" is: to entrust or commit (authority etc.) to another as an agent or deputy.

Consequently, the decision-making power of the delegator (Council) to the delegate (CEO, other officer or committee), is bestowed by a formal Council resolution. The effect of delegating is to streamline the decision-making process as the subject matter does not have to wait for a Council meeting for a decision. The outcome is that the Shire of Westonia is perceived more favorably for making timely decisions.

#### **Financial Implications**

The delegations allow for staff to authorise expenditure, raise income, write-off monies, provide staff benefits and also hasten processing times across various areas of operations.

#### **Voting Requirements**

Simple Majority

Absolute Majority

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#### **OFFICER RECOMMENDATIONS**

That Council reviews the current Delegation, makes changes and adopts the delegations contained within the Delegation Manual.

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#### **RESOLUTION**

**Moved:** Cr Della Bosca

**Seconded:** Cr Huxtable

**07/03-21**

**That Council reviews the current Delegation, makes changes as listed and adopts the delegations contained within the Delegation Manual.**

**CARRIED 5/0 by ABSOLUTE MAJORITY**


## 9.2 COMMUNITY AND REGULATORY SERVICE

### 9.2.1 APPLICATION FOR EXPLORATION LICENCE 70/5728

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<b>Responsible Officer:</b>	Jamie Criddle, CEO	
<b>Author:</b>	Jamie Criddle, CEO	
<b>File Reference:</b>	ES1.6.1	
<b>Disclosure of Interest:</b>	Jamie Criddle	
<b>Attachments:</b>	Nil	
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>

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#### Purpose of the Report

Executive Decision

Legislative Requirement

#### Background

The Shire has been advised of an application for an Exploration licence having been lodged by McMahon Mining Title on behalf of Blaze International Ltd (E70/5728).

The application relates to land in the Elachbutting area (roughly north of Elachbutting Road. See Attached.

#### Comment

Blaze International Ltd is a junior exploration company with gold exploration and development of its projects located in the Murchison and North Eastern Goldfields of Western Australia.

Previous exploration approvals have been granted with the following conditions:

- 1) That dust suppression is carried out so that others are not adversely affected;
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;
- 3) Any ground water that escapes onto the ground around the drill site is to be banded so that it does not spread;
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner;
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner;
- 6) A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram;
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/ visitors;
- 9) All drill holes are to be capped as soon as possible/practical after drilling;
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, in particular when working between 7:00 p.m. and 7:00 a.m.;
- 11) That the proposed drilling work is advertised in the local newsletter "Westonian" prior to any work commencing to notify the general public of this work; and

- 12) That no drilling is to occur within any Shire gravel pits, and no drilling operation is to affect any part of the Rabbit Proof Fence in any way.

**Statutory Environment**

The Mining Act prevails in this matter.

**Policy Implications**

Nil

**Strategic Implications**

Nil.

**Financial Implications**

Nil

**Voting Requirements**



Simple Majority



Absolute Majority

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**OFFICER RECOMMENDATIONS**

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That Council

That Council grants approval to Blaze International Ltd (E70/5728) to carry out drilling along sections of Council controlled road reserves with these respective Exploration Leases as shown on the attached maps on the following conditions:-

- 1) That dust suppression is carried out so that others are not adversely affected;
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;
- 3) Any ground water that escapes onto the ground around the drill site is to be bunded so that it does not spread;
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner;
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner;
- 6) A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram;
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/ visitors;
- 9) All drill holes are to be capped as soon as possible/practical after drilling;
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, in particular when working between 7:00 p.m. and 7:00 a.m.;
- 11) That the proposed drilling work is advertised in the local newsletter "Westonian" prior to any work commencing to notify the general public of this work; and
- 12) That no drilling is to occur within any Shire gravel pits, and no drilling operation is to affect any part of the Rabbit Proof Fence in any way.

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## **RESOLUTION**

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Moved:

Cr Jefferys

Seconded:

Cr Geier

08/03-21

**That Council**


**That Council grants approval to Blaze International Ltd (E70/5728) to carry out drilling along sections of Council controlled road reserves with these respective Exploration Leases as shown on the attached maps on the following conditions:-**

- 1) That dust suppression is carried out so that others are not adversely affected;**
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;**
- 3) Any ground water that escapes onto the ground around the drill site is to be banded so that it does not spread;**
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner;**
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner;**
- 6) A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;**
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram;**
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/ visitors;**
- 9) All drill holes are to be capped as soon as possible/practical after drilling;**
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, in particular when working between 7:00 p.m. and 7:00 a.m.;**
- 11) That the proposed drilling work is advertised in the local newsletter "Westonian" prior to any work commencing to notify the general public of this work; and**
- 12) That no drilling is to occur within any Shire gravel pits, and no drilling operation is to affect any part of the Rabbit Proof Fence in any way.**

**CARRIED 5/0**

## 9.2.2 RESUMPTION OF MINING – PRINCESS ROYAL

<b>Responsible Officer:</b>	Jamie Criddle CEO	
<b>Author:</b>	Jamie Criddle CEO	
<b>File Reference:</b>	T.1.1.3	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	Nil	
<b>Signature:</b>	Officer	CEO



### Purpose of the Report

- Executive Decision       Legislative Requirement

The Department of Mines, Industry Regulation and Safety are requesting comment on approved clearing permit issued to JALMAR Investments.

### Background

In accordance with section 51E of the Environmental Protection Act 1986 the Department of Mines, Industry Regulation and Safety has accepted clearing permit application CPS 6555/3

As required by sub-section 51(4)E of the Environmental Protection Act 1986 any public authority or person which or who has a direct interest in the subject matter of the application will be invited to provide comment on it. The application will also be advertised on the departmental website on Monday, 15 March 2021 inviting any person who wishes to comment on it to do so within the period specified in the advertisement. A map displaying the area proposed to be cleared is also attached.



### Comment

Back in 2015, Mr. Steve Norregaard, then owner of Jalmah Investments requested permission to commence mining operations on the old Princess Royal (Mining Lease M77/718).

The Princess Royal is a historic gold mining area and the resurrection of this type of activity in the area is not considered to be incompatible notwithstanding that it is on the town common.

**Resolution**

**07-02/15 Moved Cr Hermon, seconded Cr Jefferys that Council resolve to advise Mr Norregaard as follows:-**

1. That the Shire of Westonia agrees in general with the intent of re-activating mining activity as identified in Mr Norregaard’s letter subject to him obtaining the appropriate mining and environmental approvals;
2. That Mr Norregaard will need to pay for traffic safety signage to be installed by the Shire on Stoneman Road either side of the access track into the Princess Royal;
3. That the existing track into the Princess Royal be the only permitted access to the site;
4. That the provision of one only standard domestic water service to the site is supported; and
5. The feasibility and cost of the water service be determined between Mr Norregaard and the Water Corporation.
6. That Council only allow vehicle’s up to a RAV 4 rating are allowed to traverse this route (from the Princess Royal site, along Stoneman Road, along Boundary and Warrachuppin roads to the Edna May Mine entrance).
7. That Council commence proceedings to de-gazette the road reserve known as “Battler Road” on crown reserve 14983 which bisects M77/718 and advised the Department of Minerals and Energy of this decision with all costs to be incurred by Jalmah Investments Pty Ltd.

Carried 6/0

Council also resolved the following in July 2020 in relation to a road closure along Battler Road:

**RESOLUTION**






**09/07-20 Moved: Cr Jefferys, seconded: Cr Geier**

**That Council resolve to advise Andrea Reid, Environmental Consultant with Native Vegetation Solutions on behalf of Jalmah Investments as follows:-**

1. That the Shire of Westonia agrees in general with the intent of re-activating mining activity including the ability to conduct mining related activities/disturbance on a paper reserve (5797) known as Battle Road as identified in Ms Reid’s request subject to them obtaining the appropriate mining and environmental approvals;
2. That Council continue to pursue proceedings to de-gazette the road reserve known as “Battler Road” on crown reserve 14983 which bisects M77/718 and advised the Department of Minerals and Energy of this decision.

CARRIED 6/0

Technically this request has already been granted, Council will just need to confirm that it has no further comments in relation to the approved clearing permit.

-  **Statutory Environment**  
The Mining Act prevails in this matter
-  **Policy Implications**  
Nil
-  **Strategic Implications**  
Nil
-  **Financial Implications**  
Nil
-  **Voting Requirements**

Simple Majority

Absolute Majority

**OFFICER RECOMMENDATIONS**

That Council resolve to advise Department of Mines, Industry Regulation and Safety that it has previously approved the clearing permit and that it has no further comment on the clearing permit application CPS 6555/3 issued to Jalmah Investments.



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**RESOLUTION**

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**Moved:** Cr Jefferys

**Seconded:** Cr Della Bosca

**09/03-21** That Council resolve to advise Department of Mines, Industry Regulation and Safety that it has previously approved the clearing permit and that providing that mining operations commence, it has no issues with the clearing permit application CPS 6555/3 issued to Jalmah Investments.  
**CARRIED 5/0**

**9.3 WORKS AND SERVICE**

**NIL**

**9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES**

**NIL**



bitumen shoulder seal on this section (and still haven't) which has contributed to a truck roll over on this section in March due to the poor condition of the gravel shoulders.

The Council was advised not to worry as Main Roads would "just add the incompleting two (2) kilometres to the scope of works on the Walgoolan Bridge and complete in February 2021.

Now, this current year of works was to include the three bridges (Walgoolan, Moorine Rock and Coates Gully) which was to be the cornerstone of the Great Eastern Highway project as the Walgoolan Bridge is seen as the weak link in the chain. Tenders were called in late 2020, for works to start in February 2021. Council was advised on 28th January 2021 that "works to replace the Walgoolan Bridge and widen the Moorine Rock bridge have been delayed as we need to source additional funding. We are hoping that we will be able to tender again in May 2021 however this will be dependent on funding."

Several questions now need to be asked of Main Roads and the Minister for Transport, Hon Rita Safiotti:

- What now happens to this project, now that there is an apparent lack of funds?
- Why is there a lack of funds, was it not properly costed in the first place?
- What happens to the two (2) kilometre section east of Lindley Road to was not completed in stage 2?
- As the lead agency, why wasn't Main Roads abreast of this situation with stage 2 cost over runs? This is a 20% error or \$1.5 million and I know in Local Government circles if such an error was made, that questions would be asked by its constituents and higher authorities!!!

If the costs for the upgrades of the total project was too much, why couldn't the project get broken up into stages with Walgoolan being stage one?

Near accidents continue to occur on the bridge as it is a 'blind hill' and very narrow. It is only a matter of time before a death occurs.

By July this year, Ramelius Resources will be carting gold ore from its Narembeen operations along the highway utilizing triple road trains (95 tonne) which will now delay truck movements and potentially cause more accidents or near misses on this horrible stretch of road.

Council need to request the Minister of Transport to investigate the recent postponement of the Walgoolan bridge Project as well as poor quality of work and cost overruns on stage 1 &2 and ask for this bridge and it's related roadworks to be renewed and completed as quick as possible.



#### **Statutory Environment**

Nil



#### **Policy Implications**

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



#### **Strategic Implications**

Economic – Lobby and build enduring partnerships with key Government Departments to improve the Great Eastern Highway.



#### **Financial Implications**

Nil



#### **Voting Requirements**



Simple Majority



Absolute Majority

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#### **OFFICER RECOMMENDATIONS**

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That Council corresponds to the Minister for Transport, Hon Rita Saffiotti regarding Main Roads recent decision to delay works on the Walgoolan Bridge, amongst other works and express Council concern and frustration over Main Roads ability to manage these projects in relation to the quality of work and costs blow outs.

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**RESOLUTION**

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**Moved:** Cr Huxtable

**Seconded:** Cr Jefferys

11/03-21 That Council corresponds to the Minister for Transport, Hon Rita Saffioti regarding Main Roads recent decision to delay works on the Walgoolan Bridge, amongst other works and express Council concern and frustration over Main Roads ability to manage these projects in relation to the quality of work and costs blow outs..

**CARRIED 5/0**


## 11.2 WESTONIA REFUSE SITE

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<b>Responsible Officer:</b>	Jamie Criddle, CEO
<b>Author:</b>	Jamie Criddle, CEO
<b>File Reference:</b>	
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	

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<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>
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### **Purpose of the Report**

- Executive Decision                       Legislative Requirement

Direction is required as to the how the Council wishes to control/operate the Westonia Refuse site.

### **Background**

Council has operated its refuse facility at the existing site located on Leaches Road (Reserve 45061) on location 1592 since 1998. While the site has served its purpose over the years, recently there has been a real issue with the misuse of the facility, particularly with people from outside of the Shire of Westonia.

In terms of the useful life of the site, it is anticipated that there is approximately 3-4 years on the existing site with Council requiring the reserve to be increased in size to account for future needs.



### **Comment**

In order to properly regulate the use of the refuse site, it is common practice to have the site fully manned to monitor the **“who, what where and when”**.

While this would be at a cost to the Council and to the Ratepayers in the long run, the costs may be on par with the ongoing costs of rehabilitation, site cleaning and maintenance due to the additional rubbish and external rubbish coming to site.

It is suggested that the Shire engage the opinion of the local community to see where they would like to see the domestic refuse site head in the future.

Council could create a ‘Survey Monkey’ style survey to assist council in gathering information as to what is required now and into the future at the Westonia Refuse site.



**Statutory Environment**

Land Act 1933 – Section 34A Management of Reserves

**Policy Implications**

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

**Strategic Implications**

Social – Natural Spaces are preserved and bring us value.

Sustainably manage our reserves and open spaces.

**Financial Implications**

Budgeted expenditure for rehabilitation and maintenance of rubbish disposal

**Voting Requirements**

Simple Majority

Absolute Majority

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**OFFICER RECOMMENDATIONS**

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That Council engage the community by way of a 'Survey Monkey' style survey to assist council in gathering information as to what is required now and into the future at the Westonia Refuse site.



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**RESOLUTION**

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**Moved:** Cr Della Bosca

**Seconded:** Cr Geier

12/03-21 That Council engage the community by way of a 'Survey Monkey' style survey to assist council in gathering information as to what is required now and into the future at the Westonia Refuse site.

**CARRIED 5/0**

**12 DATE AND TIME OF NEXT MEETING**

The next ordinary meeting of Council will be held on 22nd April 2021 commencing at 3.30pm.

**13 MEETING CLOSURE**

There being no further business the President, Cr Day declared the meeting closed at 5.38pm.