

Minutes

Ordinary Council Meeting

Held in Council Chambers, Wolfram Street Westonia Friday 25th May 2018

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on 21st June 2018 as a true and accurate record of the Ordinary Council Meeting held on 25th May 2018.

Cr Karin Day Shire President

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

WESTO

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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.

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1. DECLARATION OF OPENING

The President, Cr Day welcomed Councillors and staff and declared the meeting open at 3.44pm.

A minute silence was held as a mark of respect for former ratepayer and resident, Mr. Harry Graco who recently passed away.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

President

Deputy President

Councillors:

Cr KM Day

Cr WJ Huxtable

Cr RS Corsini Cr DL Geier Cr JJ Jefferys Cr RA Della Bosca

Staff:

Mr. JC Criddle

Chief Executive Officer

Mr AW Price

Works Supervisor (4.59pm - 6.14pm)

Members of the Public:

Ian Mahoney (left 4.32)

Apologies:

Nil

Approved Leave of Absence:

Nil

3. PUBLIC QUESTION TIME (3.47PM – 4.02PM)

Nil

4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5. CONFIRMATION OF PREVIOUS MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Ordinary Meeting of Council held on 25th May 2018 be confirmed as a true and correct record.

RESOLUTION

Moved: Cr Jefferys

Seconded:

Cr Della Bosca

01/05-18 That the mi

That the minutes of the Ordinary Meeting of Council held on 25th May 2018 be confirmed as

a true and correct record.

CARRIED 6/0

6. RECEIVAL OF MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Central East Aged Care Alliance Meeting held Wednesday 2nd May 2018 be received.

That the minutes of the WEROC Council Meeting held Wednesday 2nd May 2018 be received.

That the minutes of the Wheatbelt Communities Inc Meeting held Wednesday 2nd May 2018 be received.

RESOLUTION			
Moved:	Cr Corsini	Seconded:	Cr Huxtable
02/05-18	That the minutes of the Central East 2018 be received.	t Aged Care Allian	ce Meeting held Wednesday 2 nd May
	That the minutes of the WEROC Cou	uncil Meeting held	Wednesday 2 nd May 2018 be received.
	That the minutes of the Wheatbelt be received	Communities Inc I	Meeting held Wednesday 2 nd May 2018

CARRIED 6/0

7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

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

- Wheatbelt Communities meeting in Kellerberrin on 2nd May with the CEO
- WEROC meeting in Kellerberrin on 2nd May with the CEO
- CEACA meeting (part) in Kellerberrin on 2nd May with the CEO & L Geier.
- Westonia CRC meeting in Westonia on 11th May with CEO & Cr Huxtable

Cr Corsini advised having attended the following meetings:

- Wheatbelt Doctor Immersion Program debrief meeting with the CEO
- Golf AGM on 29th April

Cr Della Bosca advised having attended the following meetings:

- Eastern Wheatbelt Biodiversity Group (Dogger) in Merredin
- Harry Graco funeral

Cr Huxtable advised having attended the following meetings:

- Westonia CRC meeting in Westonia on 11th May with CEO & Cr Day
- Westonia Cemetery meeting & Busy Bees

8. DECLARATION OF INTEREST

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of <u>Financial</u> interest were made at the Council meeting held on **25 May 2018**.

Name/Position	Jamie Criddle, CEO
Item No./Subject	11.1.3
Nature of interest	Financial
Extent of Interest	Officer in guestion

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of <u>Closely Association Person And Impartiality</u> interest were made at the Council meeting held on **25 May 2018.**

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

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In accordance with Section 5.60B and 5.65 of the *Local Government Act 1995* the following disclosures of <u>Proximity</u> interest were made at the Council meeting held on **25 May 2018**.

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

9. MATTERS REQUIRING A COUNCIL DECISION

9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

9.1.1 ACCOUNTS FOR PAYMENT

Responsible Officer: Jamie Criddle, CEO

Author: Kay Geier, Senior Finance Officer
File Reference: F1.3.3 Monthly Financial Statements

Disclosure of Interest: Ni

Attachments: Attachment 9.1.1 List of Accounts

Signature: Officer CEO

99

Anno



Purpose of the Report

Executive Decision Executive 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 March 2018. The credit card statements currently show: -

CEO April 2018 \$831.05 associated with the purchase of, Internet services – Shire Office, CEO

house, Works house, Book for library – The Universe yours to discover, 1x pair 10kg

dumbbells, Telstra recharge iPad W Huxtable.

Works Supervisor April 2018 \$503.29 associated with the purchase of, Fuel, Deposit works supervisors

conference, heavy vehicle accreditation – P3 P4, National police clearance trainee, 6x

shower caddies for caravan park.



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.

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Financial Implications

Expenditure in accordance with the 2016/2017 Annual Budget.

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Voting Requirements

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X

Simple Majority

Absolute Ma	iority
Absolute Ivia	Olici

OFFICER RECOMMENDATIONS

That April 2018 accounts submitted to today's meeting on Municipal vouchers 3636 to 3642 and D/Debits EFT2961 to EFT3005 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$224,440.67 be passed for payment

RESOLUTION

Moved:

Cr Corsini

Seconded:

Cr Geier

03/05-18

That April 2018 accounts submitted to today's meeting on Municipal vouchers 3636 to 3642 and D/Debits EFT2961 to EFT3005 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$224,440.67 be passed for payment

X

Simple Majority

9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – APRIL 2018

Responsible Officer: Jamie Criddle, CEO Author: Kay Geier, Senior Finance Officer File Reference: F1.3.3 Monthly Financial Statements **Disclosure of Interest:** Attachments: Attachment 9.1.2 Monthly Statement of Financial Activity Signature: Officer CEO , erel **Purpose of the Report** |X|**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 30th April 2018 is attached for Councillor information, and consists of: Summary of Bank Balances 1. 2. **Summary of Outstanding Debtors** 3. **Balance Sheet** 4. **Budget v Actuals Schedules Statutory Environment** General Financial Management of Council Council 2015/2016 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**

Absolute Majority

OFFICER RECOMMENDATIONS

That Council adopt the Monthly Financial Report for the period ending 30th April 2018 and note any material variances greater than \$10,000 or 15%.

RESOLUTION

Moved: Cr Corsini Seconded: Cr Huxtable

04/05-18 That Council adopt the Monthly Financial Report for the period ending 30th April 2018 and

note any material variances greater than \$10,000 or 15%.

9.1.3 GST RECONCILIATION REPORT – APRIL 2018

Responsible Officer:	Jamie Criddle, CEO
Author:	Kay Geier, Senior Finance Officer
File Reference:	F1.4.4 Audit Report
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.3 GST Report
Signature:	Officer CEO
	Legerel James
Purpose of the Report	
Executive Decision	Legislative Requirement
Background	
	T Ledger to the General Ledger as reported as at 30 th April 2018 is provided to eans of keeping Council informed of its current GST liability.
Comment	
The GST Reconciliation Report is a	attached for Councillor consideration.
Statutory Environment	
Nil	
Policy Implications	
Council does not have a policy in a	regards to Goods and Services Tax.
Strategic Implications	
Nil	
Financial Implications	
The GST reconciliation is presente an impact on Council's cash-flow.	ed to Council as a means of indicating Council's current GST liability, which has
Voting Requirements	
Simple Majority	Absolute Majority
OFFICER RECOMMENDATIONS	

That the GST Reconciliation totaling \$18,635 for the period ending 30th April 2018 be adopted.

RESOLUTION

Moved: Cr Della Bosca Seconded: Cr Corsini

05/05-18 That the GST Reconciliation totaling \$18,635 for the period ending 30th April 2018 be

adopted.

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9.1.4 POLICY MANUAL

Responsible Officer: Jamie Criddle, CEO
Author: Jamie Criddle, CEO

File Reference: A2.8.5

Disclosure of Interest: Nil

Attachments: Nil

Signature: Officer CEO

Anno



Purpose of the Report



Summary

To complete an annual review of Council's Policy Manual.



Background

Council consideration in adopting Council's Policy Manual last reviewed in May 2017.



Comment

Council's Policy Manual was last reviewed in June 2016. The objectives of the Policy Manual are:

- to provide Council with a formal written record of all policy decisions;
- to provide staff with precise guidelines in which to act in accordance with Council's wishes;
- to enable staff to act promptly in accordance with Council's requirements bur without continual reference to Council:
- to enable Councillors to adequately handle enquiries from electors without undue reference to the staff or Council;
- to enable Council to maintain a continual review of Council policy decisions and to ensure they are in keeping with community expectations, current trends and circumstances; and
- to enable ratepayers to obtain immediate advice on matters of Council Policy.

A copy of the Policy Manual is attached which includes any new policies adopted by Council since the last review.

The Chief Executive Officer has provided the following recommendations to modify current Policies:

<u>6.5</u> Variance Reporting – Financial Statements

7.15 Social Media

Councillors are requested to also review the policies and advise the CEO of any requested changes. (Changes Marked in Red)



Statutory Environment

Local Government Act 1995



Policy Implications

Review of Council Policies



Strategic Implications

N/A



Financial Implications

There are no direct financial implications in relation to his item.

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Voting Requirements

Absolute Majority

OFFICER RECOMMENDATIONS

That Council reviews the current policies, makes changes and adopts the policies contained within the Policy Manual.

RESOLUTION

Moved:

Cr Geier

Seconded:

Cr Della Bosca

06/05-18

That Council reviews the current policies, makes changes and adopts the policies contained within the Policy Manual.

Change to Policy:

2.5 Staff Uniform (wearing of uniform out of hours)

An employee must refrain from consuming alcohol whilst wearing a Shire of Westonia uniform unless alcohol consumption has been sanctioned by an appropriate officer. Employees who consume alcohol or act in an inappropriate manner whilst wearing a uniform may face disciplinary action.

Employees who choose to consume alcohol whilst wearing a Shire of Westonia uniform must at all time do so in a responsible manner.

Employees who choose to consume alcohol and act in an inappropriate manner whilst wearing a uniform may face disciplinary action.

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9.1.5 DELEGATIONS MANUAL

Responsible Officer: Jamie Criddle, CEO **Author:** Jamie Criddle, CEO

File Reference: A2.8.5
Disclosure of Interest: Nil
Attachments: Nil

Signature: Officer CEO

Anno



Purpose of the Report



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.

Since the previous review there have been no new delegations, amended delegations or revoked delegations. Further, no changes are contemplated from this review.



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.

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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.



Policy Implications

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



Strategic Implications

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 favourably 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.

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Voting Requirements

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OFFICER RECOMMENDATIONS

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

RESOLUTION

Moved:

Cr Corsini

Seconded:

Cr Jefferys

07/05-18

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

9.1.6 **DIFFERENTIAL RATES 2018/2019**

Responsible Officer:Jamie Criddle, CEO
Author:
Jamie Criddle, CEO

File Reference:

Disclosure of Interest: Nil

Attachments: Attachment

Signature: Officer CEO

Anno

Legislative Requirement



Purpose of the Report

Executive Decision

Background

Council supported the differential rates in the dollar and minimums proposed for the 2018/2019 financial year and advertised the proposed rates for a 21-day comment period closing on Thursday 24th May 2018. Council are then required to seek Ministerial approval for proposing to impose a Mining GRV differential rate that is more than twice the lowest rate.

X

April 18 Resolution:

RESOLUTION

Moved: Cr Jefferys Seconded: Cr Della Bosca

10/04-18 That Council:

- 1. Reviews and adopts the statements in relation to
 - a) Objects and Reasons for implementing a Differential Rate 2018-19
 - b) Statement of Rating Information 2018-19
- 2. Support the following differential rates in the dollar and minimum payments for the GRV and UV rated properties, subject to finalisation of the 2018/2019 draft budget:

Category	Rate in the \$	Minimum Rate \$
GRV General	5.9533	355.00
GRV Mining	16.0175	355.00

- 3. Seek the Minister for Local Government's approval to impose differential general rates more than twice the lowest rate; and
- That Council publicly advertises its intention to impose differential rates, pursuant to section 6.36 (1) of the Local Government Act 1995 and invites public submissions for a period of twenty-one days; and
- That Council consider any submissions in respect of imposition of differential rates as part of the 2018/2019 Budget deliberations.



Community/Stakeholder Consultation

An advertisement on the Wednesday 2nd May 2018 was included in the public notice section of the Newspaper circulated in the district as well as being located on the public notice board at the Shire office and the Shire website. The community will have 21 days to make submissions. (5.00pm 24th May 2018).



Comment

The Local Government Act 1995 provides for Councils to levy rates to fund the estimated annual budget deficiency for the forthcoming financial year.

The estimated budget deficit for the 2018/2019 financial year has not yet been finalised, as the detailed budget estimates covering various expense and revenue items are currently being prepared. At present, the amount required from rates to fund the outcomes of the draft budget is in excess of the rate increase proposed of 5%. Staff is revising the draft budget and service levels and are looking at all avenues to reduce the gap, including alternative revenue sources.

In the past Council has adopted rates that are more than twice the minimum differential rate and must therefore seek Ministerial approval, as required by the provisions of the Local Government Act 1995. The Department of Local Government has been scrutinising Council's differential rating strategy each year and may request modifications to be made, if they are not satisfied that the rating strategy is fair and equitable.

It must be understood the purpose of this Agenda Item is to set an estimated Differential Rate so a request can be sent to the Minister after advertising and seeking submissions from the electorate. Invariable the actual rate amount set may differ from the estimate once the valuations have been received from Landgate for the next financial year. However, the legislations allow these rates in dollar amounts to be adjusted to reflect the actual valuations by making notation in the Shires Adopted Budget and on the Rate Notices sent out. Such notation is to explain the reason for the difference between the advertise Differential Rate and that impose being due to valuation adjustments from Landgate. The actual Rate Revenue raised will not differ significantly.

The table below shows the rate categories for 2018/2019 and the rate in cents and minimum amounts; GRV Rate Category

Category	Rate in the \$	Minimum Rate \$
GRV General	5.9533	355.00
GRV Mining	16.0175	355.00



Statutory Environment

Under section 6.36 of the Local Government Act 1995, Council is required to give local public notice of the intention of Council to impose differential rates, or a minimum payment under a differential rate category. Local public notice includes publishing in a newspaper circulating in the district, exhibiting on the notice board of the local government office, and exhibiting on the notice board of the library inviting submissions in respect of the following information, for a minimum of 21 days;

- Details of each rate or minimum payment the local government intends to impose,
- Invitation for submissions to be made in respect of the proposed rate or minimum payment and any related matters.



Policy Implications

There are no policies relating to this matter.



Strategic Implications

N/A



Financial Implications

The Shire's principle source of income is through rates. It is an essential part of the budget process that the Council consider the level of rates that need to be raised in the context of funding the annual budget. It must also be noted that as other income, such as fees and charges are fixed by external legislation, there is very little scope for the Shire to increase this revenue source to keep up with the rising costs of service provision, therefore, these increasing costs must be borne by increases in rates.

The Shire has until 31 August each year to adopt the Annual Budget, as the Shire is a growing organisation and as such we are heavily reliant on receiving rates income to fund our operations, including salaries. With this in mind, setting the level of rates for advertising and allowing the adoption of the annual budget in June, after the close of the advertising period, is a very high priority to enable rates notices to be issued. The Shire prepares its cash flow based on starting to receive rate payments in late August each year.

X

Voting Requirements
Simple Majority

OFFICER RECOMMENDATIONS

That after the close of the 21-day public consultation period, which concluded on Thursday 24th May 2018 Council are advised that no submissions were received in respect of imposition of differential rates as part of the 2018/2019 Budget deliberations and therefore seek the Minister for Local Government's approval to impose differential general rates more than twice the lowest rate as per the table below.

Absolute Majority

Category	Rate in the \$	Minimum Rate \$
GRV General	5.9533	355.00
GRV Mining	16.0175	355.00

RESOLUTION

Moved: Cr Jefferys Seconded: Cr Huxtable

08/05-18

That after the close of the 21-day public consultation period, which concluded on Thursday 24th May 2018 Council are advised that no submissions were received in respect of imposition of differential rates as part of the 2018/2019 Budget deliberations and therefore seek the Minister for Local Government's approval to impose differential general rates more than twice the lowest rate as per the table below.

Category	Rate in the \$	Minimum Rate \$
GRV General	5.9533	355.00
GRV Mining	16.0175	355.00

CARRIED 6/0 BY ABSOLUTE MAJORITY

9.1.7 ROAD DEDICATION – WARRACHUPPIN ROAD

Responsible Officer:Jamie Criddle, CEOAuthor:Jamie Criddle, CEO

File Reference: A2.8.5

Disclosure of Interest: Nil

Attachments: Nil

Signature: Officer CEO

Anno



Purpose of the Report



Summary

For Council to consider submitting an application to the Department of Lands for creation and dedication of a 30-metre road reserve over Westonia Town Common Reserve 14983 for purpose of vehicular access from boundary Road extending to the north along Warrachuppin road.

This report recommends that Council commences the formal process in accordance with the provisions of the Land Administration Act 1997, clause 56.



Background

The Chief Executive Officer met with Tim Blythe, General Manager of Edna May Operations at Ramelius Resources on Wednesday 6th December 2017 to discuss Ramelius Resources proposal to commence operations with the Greenfinch project in the mid to later stages of 2018.

In order to do so, Ramelius will need to jump through a few hoops in relation to environmental considerations, design and a potential road realignment.

The proposed Road realignment would commence immediately north of Ashley & Stacey Geier's boundary and snake through the Reserve (14983 – Town Common), west of the proposed pit and bund wall, and joining back to the existing Road (Warrachuppin), approximately 600m north-west of the Geier's property. (see attached map)

Council resolved the following at the December 2017 meeting:

Moved: Cr Jefferys Seconded: Cr Della Bosca

10/12-17

That Council

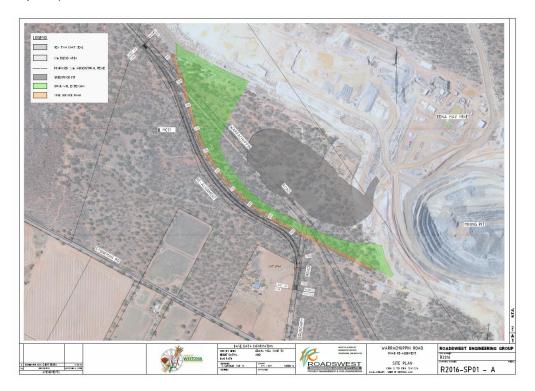
- 1. Welcomes Ramelius Resources proposal to commence operations with the Greenfinch project in the mid to later stages of 2018.
- 2. Authorises the Chief Executive Officer to instigate the process for a resumption of land under the Land Administration Act in Reserve 14983.
- 3. Authorises expenditure to the Chief Executive Officer to commence the survey of the proposed road reserve, possible relocation of utility services (Telstra, Water) and possible new road design (if required) to enable a cost to be provided to Ramelius Resources for comment.

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Comment

In order to commence the project, Council will need to realign Warrachuppin road, which will include a new survey of the proposed road reserve, possible relocation of utility services (Telstra, Water) and possible new road design (if required).



Obviously, Ramelius Resources have indicated that they will pay for the realignment of the road, Council will now need to instigate the process for a resumption of land under the Land Administration Act.

In accordance with Council resolution of 14th December, in particular clause 2, the CEO carried out the consultation process in accordance with the provisions of the Land Administration Act 1997 (section 56).

At the close of the submission period on 24th May 2018, the following responses were received, as follows:

Supplied at the meeting

No submissions were received from a number of State Government Agencies and / or any of the neighbouring property owners / occupiers.



Statutory Environment

Land Administration Act 1995

- 56. Dedication of land as road
- (1) If in the district of a local government -
- (a) land is reserved or acquired for use by the public, or is used by the public, as a road under the care, control and management of the local government; or
- (b) in the case of land comprising a private road constructed and maintained to the satisfaction of the local government —
- (i) the holder of the freehold in that land applies to the local government, requesting it to do so; or

- (ii) those holders of the freehold in rateable land abutting the private road, the aggregate of the rateable value of whose land is greater than one half of the rateable value of all the rateable land abutting the private road, apply to the local government, requesting it to do so; or
- (c) land comprises a private road of which the public has had uninterrupted use for a period of not less than 10 years, and that land is described in a plan of survey, sketch plan or document, the local government may request the Minister to dedicate that land as a road.
- (2) If a local government resolves to make a request under subsection (1), it must -
- (a) in accordance with the regulations prepare and deliver the request to the Minister; and
- (b) provide the Minister with sufficient information in a plan of survey, sketch plan or document to describe the dimensions of the proposed road.
- (3) On receiving a request delivered to him or her under subsection (2), the Minister must consider the request and may then —
- (a) subject to subsection (5), by order grant the request; or
- (b) direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or
- (c) refuse the request.
- (4) On the Minister granting a request under subsection (3), the relevant local government is liable to indemnify the Minister against any claim for compensation (not being a claim for compensation in respect of land referred to in subsection (6)) in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.
- (5) To be dedicated under subsection (3)(a), land must immediately before the time of dedication be -
- (6) If land referred to in subsection (1)(b) or (c) is dedicated under subsection (3)(a), a person with an interest in that land (including a person who has the benefit of an easement created under section 167A of the TLA) is not entitled to compensation because of that dedication.



Policy Implications

Nil



Strategic Implications

Westonia Strategic Community Plan

The Westonia Strategic Community Plan aims to manage growth sustainably through governance, leadership, and targeted service and economic growth. The goals to achieve the aim are:

Social

- 3.1 Provide a safe and efficient transport network
- 3.2 Provide equitable access to all Shire facilities and infrastructure

Economic

- 4.1 Support and strengthen local businesses and local business networks
- 4.2 Plan for employment, business and industry growth and change
- 4.3 Tell the world about the opportunities and benefits of doing business in Westonia
- 4.4 Advocate for infrastructure that meets the needs of contemporary business



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While there will be a cost to Council, it will be reimbursed by Ramelius Resources. Project is not expected to commence until 2018/19 financial year.

Voting Requirements	
Simple Majority	Absolute Majority
OFFICER RECOMMENDATIONS	

That Council:

- 1. Receives the (enter submissions) submissions presented and acknowledges the comments contained therein.
- 2. Requests the Minister for Lands to accede dedication of a portion of Unallocated Crown Land, located in Reserve 14983 in accordance with the provisions of the Land Administration Act 1997.

RESOLUTION

Moved: Cr Huxtable Seconded: Cr Geier

09/05-18

That Council:

- Receives the single submission presented (Dept of Mines, Industry Regulation and Safety) and acknowledges the comments contained therein.
- 2. Requests the Minister for Lands to accede dedication of a portion of Unallocated Crown Land, located in Reserve 14983 in accordance with the provisions of the Land Administration Act 1997.

9.2 COMMUNITY AND REGULATORY SERVICE

NIL

9.3 WORKS AND SERVICE

NIL

9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES

NIL

10 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING

RESOLUTION

Moved: Cr Corsini Seconded: Cr Della Bosca

10/05-18 That Council accepts three (3) items of late business.

CARRIED 6/0

11.1.1 BUDGET ALLOCATION TO WEROC & WHEATBELT COMMUNITIES

Responsible Officer: Jamie Criddle, CEO
Author: Jamie Criddle, CEO

File Reference: A2.8.4 Policy and Procedure

Disclosure of Interest: Nil Attachments: Nil

Signature: Officer CEO

Anno



Purpose of the Report

Executive Decision Legislative Requirement



Background

At recent meetings of WEROC and Wheatbelt Communities, various proposed Budgets were put forward to the respective members for comment and approval.



Comment

WEROC

A budget is prepared and adopted in accordance with clause 6 of the WE-ROC MOU which reads as follows:

Annual or Capital contributions

Participants are required to make an annual financial contribution towards the operations of WE-ROC as determined by WE-ROC, the contributions to be in equal shares, and may also be requested to contribute towards specific projects or initiatives of WE-ROC. with standard practice a budget for the coming financial year must be prepared.

A draft budget for the 2018/2019 financial year was prepared for consideration by the WE-ROC Executive when it met on 28 March 2018.

The following notes were prepared to assist the Executive in its discussions on the draft budget.

Income

- A. Based on the estimates as at 30 June 2018 the balance in the WE-ROC operating account will be approximately \$117,000. It is therefore proposed that the annual subscription be retained at \$10,000 per Member Council.
- B. Based on the estimates as at 30 June 2018 the balance in the Consultancy account will be approximately \$58,000. It is proposed to retain contribution in 2018/2019 from at \$2,000 per Member Council.
- C. Interest accrued on general operating WE-ROC funds. The amount of interest is slowly declining due to interest rates "falling" and less funds being held in the accounts.

Expenditure

- 1. The allocations relate to the WE-ROC Executive Officer services. The allocations cover professional services including office expenses and travel and accommodation.
- 2. This allocation covers the cost of managing the financial management and the conduct of the annual audit. During the year the accounting system was changed to Xero Accounting to enable simplification of ATO requirements for the reporting of contractor payments.
- 3. This allocation is to enable the WE-ROC to undertake special projects or consultancies. The main expenditure for 2017/2018 related to the development of the WE-ROC App.
- 4. This is a new allocation to provide funding for the management of the WE-ROC App. The level of funding required is not fully known as the extent of the ongoing requirements has not been determined. A contractor has currently been engaged to provide a range of services relating to staged improvements and roll out of the App. The cost of that work is estimated to be \$1800 for the period to September 2018 and agreed to at the WE-ROC Council Meeting held 28 February at which time it was resolved as shown below:

RESOLUTION: Moved: Cr Forsyth Seconded: Cr Hooper

That:

- 1. WE-ROC agree to continue providing financial support for the WE-ROC App;
- 2. WE-ROC look to fund the Central Wheatbelt Visitors Centre for a two-period commencing on 1 July 2018 and concluding on 30 June 2020, with a review of the contract during the first quarter of the 2019/2020 financial vear:
- WE-ROC enter into negotiations with the Wheatbelt Business Network to assist with the future development
 of the WE-ROC App, particularly in the area of promoting and encouraging business to register on the WEROC App; and
- 4. In developing the WE-ROC Budget for 2018/2019, for WE-ROC Council's consideration, the WE-ROC Executive develop a financial plan for the management and future development of the WE-ROC App.

CARRIED

Following consideration of the draft budget the Executive Committee resolved as shown below:

RESOLUTION: Moved: Greg Powell Seconded: Raymond Griffiths

That the WE-ROC Executive recommends to the WE-ROC Council that the WE-ROC Budget for 2018/2019 as presented with a Member Subscription of \$10,000 and Consultancy and Project Reserve contribution of \$2,000 per Member Council be adopted.

CARRIED

Executive Officer Comment:

Prior to adopting the budget for 2018/2019, WE-ROC Council might wish to consider the costings recently provided for further development of the WE-ROC App and implementation of an asset management platform across Member Councils.

Voting Requirement: Simple majority

RECOMMENDATION:

That the WE-ROC Budget for 2018/2019 as presented, with a Member Subscription of \$10,000 and Consultancy and Project Reserve contribution of \$2,000 per Member Council, be adopted.

RESOLUTION: Moved: Mr Powell Seconded: Mr Mollenoyux

That the WE-ROC Budget for 2018/2019 as presented, with a Member Subscription of \$10,000 and Consultancy and Project Reserve contribution of \$2,000 per Member Council, be adopted.

CARRIED

Wheatbelt Communities

A budget has been prepared for consideration and adoption in accordance with clause 15 of the Wheatbelt Communities Constitution, which requires the draft budget to be forwarded to each Member Organisation for comment before formal adoption by the Committee.

In considering the draft budget, the following notes may assist Members:

- 1. It is proposed to continue the "care and maintenance" budget for the 2018/2019 year. As such, it is proposed that the annual subscription be set at \$2,000 per Member Organisation.
- 2. The allocation relates to the Executive Officer services.
- 3. The allocation relates to the meeting expenses.
- 4. The allocation relates to any expenses associated with the appointment of a Chair.
- 5. This allocation covers the cost of the outsourcing the financial management.
- 6. This allocation covers the anticipated cost of the annual audit.

No allocation has been included for project and consultancy works as this stage as to date WE-ROC has assisted in relation to this form of expenditure through the allocation of funds from the WE-ROC project account.

RESOLUTION: Noted





Financial Implications

It is expected that the following budget allocations be made under account 04106 – Subscriptions:

WEROC \$10,000 plus \$2,000 for the project fund

Wheatbelt Communities \$2,000



Voting Requirements

Simple Majority



OFFICER RECOMMENDATIONS

That Council allocates the following budget allocations be made under account 04106 – Subscriptions for the 2018/19 budget:

• WEROC \$10,000 plus \$2,000 for the project fund

• Wheatbelt Communities \$2,000

RESOLUTION

Moved: Cr Corsini Seconded: Cr Geier

That Council allocates the following budget allocations be made under account 04106 –

Subscriptions for the 2018/19 budget:

WEROC \$10,000 plus \$2,000 for the project fund

Wheatbelt Communities \$2,000

11.1.2 APPLICATION TO CLEAR NATIVE VEGETATION – RAMELIUS RESOURCES

Responsible Officer: Jamie Criddle, CEO **Author:** Jamie Criddle, CEO

File Reference:

Disclosure of Interest: Jamie Criddle

Attachments: Nil

Signature: Officer CEO

Anno



Purpose of the Report



Background

Council is in receipt of correspondence from the Department of Mines & Petroleum advising of an application from Ramelius Resources to clear native vegetation totalling 62.3 hectares.



Comment

Attached is a copy of the application to clear native vegetation under the Environmental Protection Act 1986 in relation to proposed clearing at the Edna May Gold Mine.

The area in Question is the recently

Application Name:	Edna May Operations – Pty Ltd – Greenfinch Project			
Permit Type:	Area Permit			
Tenements:	 Mining Leases 77/88, 77/124 			
Purpose:	Mineral Production			
Area (ha):	62.3 ha			
Period Applied for:	1 July 2018 – 31 July 2022			
Shire:	Shire of Westonia			
Clearing Permit System (CPS) No:	8069/1			

Council are invited to make comment on the proposal prior to the department granting a permit subject to conditions.

Council have until 28th May 2018 to make submissions to the Department.



Statutory Environment

Environmental Protection Act 1986.



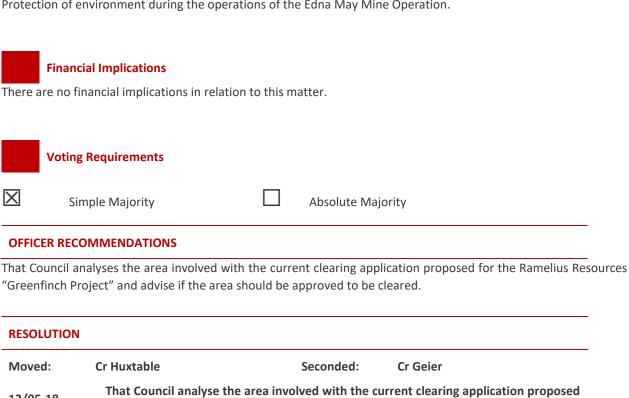
Policy Implications

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



12/05-18

Protection of environment during the operations of the Edna May Mine Operation.



for the Ramelius Resources "Greenfinch Project" and advise the Department of Mines

& Petroleum that it has no objections to the proposed area to be cleared.

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Jamie Criddle, CEO declared an interest in item 11.1.3 Chief Executive Officer Appraisal as he is the affected officer.

Moved: Cr Geier Seconded: Cr Della Bosca

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

b) the personal affairs of any person;

CARRIED 6/0

Jamie Criddle, CEO & Bill Price, Works Supervisor left the meeting at 6.14pm.

11.1.3 CHIEF EXECUTIVE OFFICER APPRAISAL

Responsible Officer:

Author:

Jamie Criddle, CEO

Jamie Criddle, CEO

File Reference:

Disclosure of Interest:

Attachments:

Nil

Signature:

Officer

CEO





In accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

|X|

Legislative Requirement

b) the personal affairs of any person;

Executive Decision

CEO Performance Evaluation forms were agreed to at the April meeting and distributed to Councillors with each Councillor then forwarding their completed review to the President for compilation and submission at the May 2018 Ordinary Meeting of Council.

As the matter deals with the Personal Affairs of the CEO, Council will meet behind closed doors to discuss the review outcomes. The President and Councillors will then present the outcomes of the review and provide comment to the Chief Executive Officer.

As part of the review it is a requirement that Council give consideration to the following contract items;

- Leadership
- Councillor Relations
- External Relations, including customers and stakeholders
- Organisation Management
- Planning

• Financial Management.



Comment

Council has carried out the performance review of the Chief Executive Officer and Council is now required to resolve any amendments to the contract.



Statutory Environment

Local Government Act 1995, section 5.38 – Council is required to review the performance of the CEO at least once each year.



Policy Implications

The CEO Performance Review is undertaken in accordance with Council's Policy.



Strategic Implications

Effective Staff Performance

Civic Leadership

• Manage the organisation in a responsible and accountable manner.



Financial Implications

Negotiation of contract Remuneration package.



Voting Requirements

X

Simple Majority



OFFICER RECOMMENDATIONS

That

- 1. The review of the Chief Executive Officer as presented by the President be adopted as per requirements of Section 5.38 and 5.39 of the Local Government Act 1995;
- 2. That the Chief Executive Officer's cash component of the contracted remuneration package be considered.

RESOLUTION

Moved: Cr Geier

Seconded:

Cr Della Bosca

14/05-18

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting was re-opened to members of the public at 6.44pm.

CARRIED 6/0

Jamie Criddle, CEO entered the meeting at 6.44pm.

DEC	\sim 1	11	TΙ	\sim	NI
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Moved: Cr Huxtable Seconded: Cr Della Bosca

15/05-18

That Council:

1. The review of the Chief Executive Officer as presented by the President be adopted as per requirements of Section 5.38 and 5.39 of the Local Government Act 1995;

 After a satisfactory review, agree to increase the Chief Executive Officer's cash component of the contracted remuneration package by CPI (1.9%), effective 1 July 2018.

CARRIED 6/0

12 DATE AND TIME OF NEXT MEETING

The next ordinary meeting of Council will be held on Thursday 21st June 2018 commencing at 3.30pm.

13 MEETING CLOSURE

There being no further business the President, Cr Day declared the meeting closed at 7.05pm.