



Shire of
Perenjori
Embrace Opportunity

Shire of Perenjori – Ordinary Council Meeting
MINUTES

Thursday 25 July 2024



NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 25 July 2024 in the Shire of Perenjori Council Chambers, Perenjori WA 6620, commencing at 3.00 pm.

A handwritten signature in black ink, appearing to be 'Paul Anderson', is positioned above the printed name.

Paul Anderson

CHIEF EXECUTIVE OFFICER

Date: 19 July 2024

Table of Contents

1.	Declaration of Opening/Announcement of Visitors:.....	5
2.	Opening Prayer:	5
3.	Disclaimer Reading:.....	5
4.	Record of Attendance/Apologies/Leave of Absence:	5
4.1	ATTENDANCE:	5
5.	Public Question Time:.....	6
5.1	RESPONSE TO QUESTIONS TAKEN ON NOTICE:	6
5.2	QUESTIONS WITHOUT NOTICE:.....	6
6.	Applications for Leave of Absence:	7
6.1	APPLICATION/S FOR LEAVE OF ABSENCE:.....	7
7.	Confirmation of Minutes of Previous Meetings:.....	7
7.1	ORDINARY COUNCIL MEETING HELD ON 20 JUNE 2024.....	7
8.	Announcements by Presiding Member Without Discussion:.....	7
8.1	PREScribed MANNER OF GIVING NOTICE OF PURPOSE AND EFFECT OF PROPOSED LOCAL LAW	7
9.	Petitions/Deputations/Presentations:.....	9
10.	Announcements of Matters for Which Meeting May Be Closed:.....	9
11.	Declaration of Interest:.....	9
12.	Finance:	10
12.1	MONTHLY FINANCIAL REPORT – 30 JUNE 2024.....	10
12.2	SCHEDULE OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 JUNE 2024	12
12.3	ADOPTION OF 2024/2025 STATUTORY BUDGET	14
13.	Community Development and Services:.....	18
13.1	BUSINESS CONTINUITY RESPONSE PLAN	18
13.2	STRATEGIC COMMUNITY PLAN / CORPORATE BUSINESS PLAN DESKTOP REVIEW	20
13.3	QUARTERLY REPORT – COUNCIL PLAN	22
13.4	MT GIBSON PUBLIC BENEFIT TRUST.....	24
13.5	IMPLEMENTATION OF ‘OWL FRIENDLY’ PRINCIPLES AND PRACTICES.....	27
13.6	NOMINATION OF ELECTED MEMBER TO DISTRICT HEALTH ADVISORY COUNCIL.....	29
13.7	ACCEPTANCE OF THE COMMUNITY SATISFACTION SURVEY	32
13.8	SITE OPERATIONS FOR A 2 SOCKET ELECTRIC VEHICLE CHARGER – PERENJORI TOWNSITE.....	34
14.	Governance:.....	37
14.1	FUTURE OF LATHAM HALL.....	37
14.2	FREEDOM OF INFORMATION STATEMENT 2024/25	43
14.3	OUTCOME OF DISPOSAL OF VARIOUS ASSETS.....	45
14.4	AMENDMENT TO LOCAL LAWS	47
15.	Confidential Reports:.....	50
16.	Ordering the Common Seal:	50
17.	Reports of Committees and Members:	50
18.	Motions of Which Previous Notice Has Been Given:	50
19.	Notice of Motions:.....	50
20.	New Business of an Urgent Nature Admitted by Council:	50
20.1	LATE ITEM – ROAD USER, CONTRIBUTION AND UPGRADE AGREEMENT (BANK GUARANTEE)	50
20.2	LATE ITEM – RFT02-2023-2024 DESIGN AND CONSTRUCTION OF A SUPERMARKET (APPROVAL OF DRAWINGS)	55
21.	Closure of Meeting:.....	60
22.	Next Meeting:.....	60

Council Roles

Advocacy:

When Council advocates on its own behalf or on behalf of its community to another level of government /body /agency.

Executive/Strategic:

The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Legislative:

Includes adopting local laws, town planning schemes and policies.

Review:

When Council reviews decisions made by Officers.

Quasi-Judicial:

When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Disclaimer

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

Shire of Perenjori

Minutes for the Shire of Perenjori Ordinary Meeting of Council held on 25 July 2024, at the Shire of Perenjori Council Chambers, Perenjori WA 6620.

1. Declaration of Opening/Announcement of Visitors:

The Shire President declared the meeting open and welcomed those in attendance at 3.02 pm.

Acknowledgement of Traditional Custodians: -

As per the Shire of Perenjori Policy (N^o 1021) we wish to acknowledge the traditional owners of the land upon which the Shire of Perenjori is situated and to demonstrate respect for the original custodians.

I respectfully acknowledge the past and present traditional owners of the land on which we are meeting, the Badimia people. It is a privilege to be standing on Badimia country.

2. Opening Prayer:

The Shire President read the opening prayer.

Acknowledgment of Pioneers;

I acknowledge the pioneers who settled this country, developed the land and turned it into the productive country we know today.

3. Disclaimer Reading:

As printed.

4. Record of Attendance/Apologies/Leave of Absence:

4.1 ATTENDANCE:

Members:	Cr Jude Sutherland (President)
	Cr Les Hepworth (Deputy President)
	Cr Daniel Bradford
	Cr Colin Byrant
	Cr Brian Campbell
	Cr Andrew Fraser
	Cr Dael Sparkman
Staff:	Paul Anderson (Chief Executive Officer)
	Marty Noordhof (Manager Infrastructure Services)
	Adim Hajat (Community Development Officer)
	Bianca Plug (Governance and Executive Support Officer)
Distinguished Visitors:	Nil
Members of The Public:	Paddy King
Leave of Absence:	Nil
Apologies:	Nil

5. Public Question Time:

5.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE:

Nil

5.2 QUESTIONS WITHOUT NOTICE:

Question Presented by Paddy King

Around the back of Caron Dam there are sheets of tin that haven't been picked up. Could these please be removed as the walk trail will be used by tourist this wildflower season.

Response Provided by the Presiding Member

The Manager Infrastructure Services has noted this concern and will attend to it as soon as possible.

6. Applications for Leave of Absence:

6.1 APPLICATION/S FOR LEAVE OF ABSENCE:

COUNCIL DECISION

Council Resolution Number: 250724.1

Moved: Cr Hepworth

Seconded: Cr Bradford

That Cr Bryant be granted leave of absence for the August Ordinary Meeting of Council to be held on Thursday, 22 August 2024.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

7. Confirmation of Minutes of Previous Meetings:

7.1 ORDINARY COUNCIL MEETING HELD ON 20 JUNE 2024

COUNCIL DECISION

Council Resolution Number: 250724.2

Moved: Cr Sparkman

Seconded: Cr Fraser

That the Minutes of the Ordinary Meeting of Council held on 20 June 2024, be confirmed as true and correct subject to no corrections.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

[Next Item](#)

8. Announcements by Presiding Member Without Discussion:

8.1 Prescribed manner of giving notice of purpose and effect of proposed local law

In accordance with section 3.12(2) of the *Local Government Act 1995*, notice was given by the presiding member of the purpose and effect to amend the following Local Laws:

Shire of Perenjori Local Government Property Amendment Local Law

Purpose of the local law:

To amend and update the Shire of Perenjori Local Government Property Local Law (Principal Local Law) following its periodic review as required by section 3.16 of the *Local Government Act 1995*.

Effect of the local law:

The effect of the proposed amendment to the Principal Local Law will be to –

- a) include gambling games, contests, or bets taking place publicly as an activity requiring a permit under the Principal Local Law;
- b) restrict the access of animals to aerodromes (airports) within the Shire's district;
- c) create an exception for parents, guardians and caregivers accessing gender-specific bathrooms;
- d) update clauses and insert defined terms that align with terms currently used in legislation and that provide further clarity to the Principal Local Law;
- e) update penalties for offences under the Principal Local Law;

- f) correct references to legislation and other typographical and similar errors.

Shire of Perenjori Activities on Thoroughfares and Trading in Public Places Amendment Local Law

Purpose of the local law:

To amend and update the Shire of Perenjori Activities in Thoroughfares and Trading in Public Places Local Law (Principal Local Law) following its periodic review as required by section 3.16 of the *Local Government Act 1995*.

Effect of the local law:

The effect of the proposed amendment to the Principal Local Law will be to –

- a) update existing and insert new defined terms that align with terms currently used in legislation and support the new provisions inserted in the Principal Local Law;
- b) prohibit the planting of plants near carriageways or intersections, causing damage or interfering with gardens on thoroughfares without authority, placing substances on footpaths in a way that may create a hazard and riding personal vehicles within certain parts of shopping centres;
- c) expand the activities that may only be undertaken in the district with a permit in relation to constructing or placing things on verges or thoroughfares and creating a nuisance in a public place;
- d) permit persons to construct and maintain temporary crossings subject to a permit granted by the Shire and empower the Shire to remove and give notice to remove crossings that no longer give access to a lot;
- e) permit persons to install and maintain lawns or gardens on verges (“verge treatments”) according to the Shire’s requirements and give the Shire powers and indemnities with respect to public works carried out on verges;
- f) empower the Shire to assign property numbers to lots in its district by reference to a thoroughfare;
- g) make provisions regulating the use of shopping trolleys in public places;
- h) exempt pre-ordered goods or services from requiring a permit to trade under the local law;
- i) regulate street entertainers and outdoor eating facilities on public places within the district;
- j) specify public places as defined in the Principal Local Law and the Shire’s property as public places for the purpose of Item 4(1), Schedule 3.1, Division 1 of the Local Government Act 1995;
- k) empower the Shire to give notices with respect to hazardous plants, sprinklers, and things unlawfully placed on a thoroughfare;
- l) update penalties for prescribed offences;
- m) correct references to legislation and other typographical and similar errors.

Shire of Perenjori Dogs Amendment Local Law

Purpose of the local law:

To amend and update the Shire of Perenjori Dogs Local Law 2005 (Principal Local Law) following its periodic review as required by section 3.16 of the *Local Government Act 1995*.

Effect of the local law:

The effect of the proposed amendment to the Principal Local Law will be to –

- a) remove offences in relation to entering pounds and dogs being in prohibited places and which relate to the designation of dog exercise areas;
- b) update clauses and insert defined terms that align with terms currently used in legislation and that provide further clarity to the Principal Local Law;
- c) update penalties for offences under the Principal Local Law;
- d) correct references to legislation and other typographical and similar errors.

Flag Ceremony

The Presiding Member acknowledged the flag raising ceremony which was held prior to the Ordinary Council Meeting and thanked those in attendance including William Little Jnr who assisted in raising the Aboriginal Flag and Cr Fraser who assisted in organising the ceremony. There are now three flag poles located on Fowler Street across from the Shire Administration Building which display the Aboriginal, Australian and State Flags.

9. Petitions/Deputations/Presentations:

Nil

10. Announcements of Matters for Which Meeting May Be Closed:

Nil

11. Declaration of Interest:

Nil

12. Finance:

12.1 MONTHLY FINANCIAL REPORT – 30 JUNE 2024

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Ally Bryant – Finance Manager
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	12.1.1 - Monthly Statement of Financial Activity for 30 June 2024

Summary

This item recommends that Council receives the Financial Activity Statements for the periods ending 30 June 2024.

Background

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

Recent changes to the Regulations require a focus on reporting and variance analysis by nature and type rather than by program. The Shire's reports have historically been prepared by both nature and type and program with the variance analysis done by program. All reports for 2023-24 to date have been prepared by both nature and type and program, but with the variance analysis being done by nature and type in compliance with the revised Regulations.

Statutory Environment

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

Policy Implications

Nil

Consultation

Nil

Financial Implications

Shown in the attached data.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

Strategic Objectives

4.6. The organisation, assets and finances of the Shire are managed responsibly

Officer Comment

The audited opening surplus for the year is \$3,576,890. As previously advised, this surplus is notionally deceiving as the State Government transferred 100% of its 2023-24 financial assistance grants (totalling \$2.810m) to the Shire in June 2023.

Operating revenue YTD is \$7,979,264 over budget by \$2,902,136

Operating expenditure YTD is \$11,514,316, under budget by \$988,004

Key variances between the YTD budget and actuals are explained in the attached report on pages 2-3.

It is to be noted that the June financials are not yet completed as depreciation, allocations and accruals have not yet been finalised for the end of financial year. June financials remain open until the finalisation of the year end audit.

COUNCIL DECISION

Council Resolution Number: 250724.3

Moved: Cr Bryant

Seconded: Cr Bradford

That the Monthly Financial Report to 30 June 2024 as attached be received.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

[Next Item](#)

12.2 SCHEDULE OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 JUNE 2024

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Domenica Curtin – Senior Finance Officer
Responsible Officer:	Ally Bryant – Finance Manager
Attachments:	12.2.1 - Accounts for Payment 30 June 2024 12.2.2 - Corporate Credit Card Statement 30 June 2024 12.2.3 - Corporate Credit Card Breakdown 30 June 2024

Summary

Council is presented the list of payments made from the Municipal, Trust and Reserve Accounts under delegation since the last Ordinary Council Meeting.

Background

Council delegates authority to the Chief Executive Officer annually:

To make payments from Trust, Reserve and Municipal Fund;

To purchase goods and services to a value of not more than \$200,000;

Legal Compliance

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

R12. Payments from municipal fund or trust fund, restrictions on making

(1) A payment may only be made from the municipal fund or the trust fund —

(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or

(b) otherwise, if the payment is authorised in advance by a resolution of the council.

(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

(a) the payee's name; and

(b) the amount of the payment; and

(c) the date of the payment; and

(d) sufficient information to identify the transaction.

(2) A list of accounts for approval to be paid is to be prepared each month showing —

(a) for each account which requires council authorisation in that month —

(i) the payee's name; and

(ii) the amount of the payment; and

(iii) sufficient information to identify the transaction; and

(b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under sub-regulation (1) or (2) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

Policy Implications

Nil

Council Policy Compliance

Payments are checked to ensure compliance with Council’s Purchasing Policy Number 4007 – Procurement Policy.

Financial Implications

All payments are made in accordance with the adopted annual budget.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

Consultation

Paul Anderson – Chief Executive Officer

Ally Bryant – Finance Manager

Officer Comment

Accounts paid for the month ending 30 June 2024.

Municipal Account	
EFT 17690 - 17817	\$1,709,871.49
Direct Debits	\$78,874.86
Cheques	\$0.00
Corporate MasterCard	\$4,823.47
Bank Fees	\$ 475.17
Total	\$1,789,221.52

Trust Account – Mt Gibson Public Benefit Funds	
EFT – Transfer to another account (Close Term Deposit)	\$0.00
Cheques	\$0.00
Bank Fees	\$0.00
Total	\$0.00

Totalling **\$1,789,221.52** from *Municipal* and *Trust Accounts* for the month ending **30 June 2024**.

COUNCIL DECISION

Council Resolution Number: 250724.4

Moved: Cr Hepworth

Seconded: Cr Fraser

That the cheques and electronic payments as per the attached schedules of accounts for payment totaling \$1,789,221.52 (One million, seven hundred and eighty nine thousand, two hundred and twenty one dollars and fifty two cents) be accepted.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

12.3 ADOPTION OF 2024/2025 STATUTORY BUDGET

Applicant:	Shire of Perenjori
File:	ADM 0339
Report Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Ally Bryant – Finance Manager
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	12.3.1 – Draft 2024/2025 Annual Budget Including Fees & Charges 12.3.2 – Budget Information Document

Summary

The 2024/2025 Draft Annual Budget for the year ending June 2025 is prepared with intention to deliver on strategies adopted by Council.

This document is submitted to Council for formal consideration and adoption.

Background

A final draft of the 2024/25 Annual Budget has been prepared for consideration based on the principles contained within the Community Strategic Plan and Corporate Business Plan.

Further information previously provided to Council and considered for the budget include:

- Fees & Charges Schedule
- Plant Replacement Program
- Roads Program
- Capital Expenditure
- Councillor Payments

Major projects that have been included in the capital works program include:

Project	Amount \$	Strategic Plan Outcomes Addressed
<i>Strategy: An inclusive community and a great place to live for all ages and stages of life</i>		
Support for Latham Bowls Club CSRFF grant	184,428	1.1
Upgrade of Library software	10,600	1.3
Installation of Pump Track	150,000	1.1
<i>Strategy: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed.</i>		
Implement road program in accordance with Council's adopted Plans and budget process	4,765,292	2.6
Upgrade of Latham Tip	50,000	2.2
Installation of niche wall at Latham Cemetery	10,000	2.8
Upgrade of radio broadcasting equipment	60,000	2.3
<i>Strategy: A diverse economy, with flourishing businesses offering a suite of trades, services and retail offerings</i>		
Community Hub project	3,503,070	3.1
Caravan Park Chalet upgrades	30,000	3.2
Construction of two 4x2 houses for the purpose of State Government Officer housing	1,200,000	3.1
<i>Strategy: A strong and diverse Council working closely with the proactive and involved community</i>		
Installation of payroll software	60,000	4.6
Installation of onsite server	50,000	4.6
Renewal of Shire Plant and Equipment	846,600	4.6

Statutory Environment

The Annual Budget has been prepared in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*. It also complies with relevant Australian Accounting Standards.

Pursuant to Section 6.2 of the *Local Government Act 1995*, the Budget for the Municipal Fund must be prepared and adopted by an absolute majority of Council by 31 August each year.

Section 5.63 (1)(b) The Local Government Act 1995 specifically excludes the need for Elected Members to “Declare a Financial Interest” in imposing a rate, charge or fee. The Section reads as follows: “5.63(1) Sections 5.65, 5.70 and 5.71 do not apply to a relevant person who has any of the following interests in a matter – (b) an interest arising from the imposition of any rate, charge or fee by the local government”. Additionally, the declaration provisions of the Act do not apply to Council business reimbursements or to Members sitting fees. Any other interest, be it Financial, Proximity or Impartiality must be declared.

Divisions 5 and 6 Local Government Act 1995 refer to the setting of budgets and raising of rates and charges. The Local Government (Financial Management) Regulations 1996 details the form and content of the budget. The 2024/25 Draft Annual Budget as presented is considered to meet statutory requirements.

Regulation 34(5) Local Government (Financial Management) Regulations 1996 requires each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS (Australian Accounting Standards), to be used in statements of financial activity for reporting material variances.

Policy Implications

The following Council Policy applies:

- Policy 4003 – Managing Council Budgets

Consultation

Elected Members

Paul Anderson, Chief Executive Officer

Marty Noordhof, Manager Infrastructure Services

Nola Comerford, Manager Corporate & Community Services

Finance team, Shire of Perenjori

Financial Implications

The Annual Budget determines how funds will be allocated for the forthcoming financial year.

A summary of key financial data is:

- Opening surplus of \$3.127 million
- Operating revenue of \$8.123 million
- Operating expenditure of \$14.576 million
- Non-operating grants of \$5.661 million
- Capital Expenditure program of \$11.040 million
- Net transfers from Reserves of -\$1.096 million after transferring in \$0.090 million for interest received

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

Officer Comment

The budget includes rate revenue increase of 5% for the 2024/25 financial year. It should be noted that whilst the total rates raised will increase by 5% there has also been a reduction in the discount for early payment of rates from the 10% to 7.5%. Individual property results may vary as a result of changes to valuations. The Nett yield will also vary dependent upon the take-up of the discount offered by Council for early payment of rates.

The Local Government Act 1995 requires that the Annual Budget is prepared and adopted no later than 31 August each financial year.

COUNCIL DECISION

Council Resolution Number: 250724.5

Moved: Cr Campbell

Seconded: Cr Bradford

That Council resolves to:

1. Pursuant to the provisions of Section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, Council adopts the attached Municipal Fund Budget for the Shire of Perenjori for the 2024/25 financial year, which includes the following:

- Statement of Comprehensive Income by Nature and Type
- Statement of Cash Flows
- Statement of Financial Activity
- Notes to and Forming Part of the Budget
- Transfers to and from Reserves Account

2. Adopt the following differential general and minimum rates in accordance with Sections 6.32, 6.33 and 6.35 of the Act:

Rates Category	Minimum Rate	Rate in the \$	Proposed Yield
UV Rural	408	1.2152	\$ 2,348,190
UV Mining	408	29.5015	\$ 842,643
GRV Townsites	408	7.6182	\$ 124,801
GRV Mining	408	10.7240	\$ 304,433
UV Exploration	408	17.9321	\$ 70,470
TOTAL YIELD			\$ 3,690,537

3. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, adopt the following due dates for the payment in full by instalments:

Option 1 – Pay in Full and Obtain Discount (To be confirmed by Council)

Due Date Monday 30 September 2024

Option 2 – Pay in Full

Due Date Monday 30 September 2024

Option 3 – Pay in Four Instalments

1st Instalment Due Monday 30 September 2024

2nd Instalment Due Monday 2 December 2024

3rd Instalment Due Monday 3 February 2025

4th Instalment Due Thursday 3 April 2025

4. Pursuant to Section 6.51(1) of the Local Government Act 1995, adopt an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.

5. Pursuant to section 6.46 of the Local Government Act 1995, Council offers a discount of 7.5% where the minimum levy does not apply. Ratepayers must pay their rates in full, including arrears, waste and service charges, on or before 30 September 2024 to be eligible for this discount.

6. Pursuant to section 6.16 of the Local Government Act 1995, Council adopts the Fees & Charges Schedule 24/25.

- 7. Pursuant to section 5.99 of the Local Government Act 1995 and regulation 34 of the Local Government (Administration) Regulations 1996, Council endorses the individual annual fees for Elected Members adopted 18 April 2024.**
- 8. In accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, the level to be used in statements of financial activity in 2024-25 for reporting material variances shall be 10% or \$10,000, whichever is the greater.**

Motion put and carried 7/0 by Absolute Majority

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

[Next Item](#)

13. Community Development and Services:

13.1 BUSINESS CONTINUITY RESPONSE PLAN

Applicant:	Shire of Perenjori
File:	ADM 0138
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	13.1.1 – Business Continuity Plan

Summary

To seek Council's endorsement of a reviewed and updated Business Continuity Plan.

Background

The Shire of Perenjori's Risk Management Governance Framework forms the policies and procedures to ensure the commitment and objectives regarding managing uncertainty that may impact the Shire's strategies, goals and objectives.

Statutory Environment

Local Government (Audit) Regulations 1996

17. CEO to review certain systems and procedures

(1) the CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to –

- (a) risk management; and*
- (b) internal control; and*
- (c) legislative compliance.*

(2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.

(3) The CEO is to report to the audit committee the results of that review.

Policy Implications

Policy 1027 – Risk Management

Consultation

Paul Anderson - Chief Executive Officer

Marty Noordhof – Manager Infrastructure Services

Ally Bryant – Finance Manager

Financial Implications

Nil

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.6. The organisation, assets and finances of the Shire are managed responsibly

Officer Comment

The purpose of developing a Business Continuity Response Plan is to ensure the continuance of normal operations during and following any critical incident that results in disruption to operational capability. Business Continuity Management (BCM) is critical to responsible management practice and is an important element in the Shire's integrated approach to risk management.

Business Continuity Management deals specifically with business disruption risks.

It is recognised that some events may exceed the capacity of routine management methods and structure. The Plan aims to provide a mechanism for the development of contingent capacity and plans that will enable management to focus on maintaining the Shire's most critical functions, whilst working in a planned way toward eventual restoration of operations and ensuring unaffected operations are able to continue.

COUNCIL DECISION

Council Resolution Number: 250724.6

Moved: Cr Fraser

Seconded: Cr Sparkman

That Council receives the Shire of Perenjori Business Continuity Plan as attached to this report.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

[Next Item](#)

13.2 STRATEGIC COMMUNITY PLAN / CORPORATE BUSINESS PLAN DESKTOP REVIEW

Applicant:	Shire of Perenjori
File:	ADM 0790
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	13.2.1 – Strategic Community Plan and Corporate Business Plan (Council Plan)

Summary

The Shire of Perenjori's Strategic Community Plan (SCP) and Corporate Business Plan (CBP) 2022 – 2032 (Council Plan) has undergone a minor review in line with the Department of Local Government's Integrated Planning and Reporting Framework.

Background

The *Local Government Act 1995* (the Act) requires local governments to plan for the future of the district. The Council Plan outlines the community's long-term (10+ years) vision, values, aspirations and priorities, with reference to other local government plans, information and resourcing capabilities. The Council Plan is not static, with a full review required by legislation every four years, and a desktop review recommended every two years.

Statutory Environment

Local Government Act 1995

5.56 – Planning for the future

- 1) A local government is to plan for the future of the district.
- 2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Marty Noordhof – Manager Infrastructure Services

Ally Bryant – Finance Manager

Adim Hajat – Community Development Officer

Financial Implications

Nil

Strategic Community Plan

This is a key strategic document and the primary document in Council's Integrated Planning and Reporting Framework.

Officer Comment

This review constitutes the first strategic review for the current Council Plan. As per the Department of Local Government's 2016 IPR Framework and guidelines:

"Every second year, the process enters the Strategic Review. The Strategic Review alternates between the minor and major versions. The minor version is generally a desktop review process and tends to focus on resetting the Corporate Business Plan. The major version involves re-engagement with the community on vision, outcomes and priorities, and a comprehensive review of the whole IPR suite."

Given that only a desktop review was required (and the relevant recentness of the document), there are only a few notable changes.

- An updated Message from Shire President.
- An updated Message from the CEO.
- Updated targets for strategy areas.
- Inclusion of Australian Bureau of Statistics from 2021 Census.
- Update to capital works status.
- Update to road program.

As per the Outcome Indicators of the Council Plan, a survey was conducted to assess community satisfaction in a number of areas:

- Satisfaction with the Shire of Perenjori as a place to live
- Presentation of townsites
- Performance of the Shire
- Employee pride

Discounting respondents who may have personal grievance against the Shire, the majority of respondents rated the Shire of Perenjori as having improved in maintaining roads and townsites. Customer service also rated highly, as did employee pride in working with the Shire of Perenjori. A key outcome of the survey was a request for increased communication in Shire events, Council decisions, and general activities. Shire Officers will address these concerns with increased communication through various processes.

COUNCIL DECISION

Council Resolution Number: 250724.7

Moved: Cr Bryant

Seconded: Cr Bradford

That Council endorse the 2024 Desktop Review of the 2022-2032 Council Plan, incorporating the Strategic Community Plan and Corporate Business Plan.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

[Next Item](#)

13.3 QUARTERLY REPORT – COUNCIL PLAN

Applicant:	Shire of Perenjori
File:	ADM 0618
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	13.3.1 - Quarterly Report Council Plan

Summary

For Council to consider endorsement of the Strategic Community Plan/Corporate Business Plan (Council Plan) quarterly report.

Background

Council adopted the Strategic Community Plan and Corporate Business Plan (Council Plan) at the August 2022 Ordinary Council Meeting. A desktop review has been undertaken on the Plan which is presented to Council in this Agenda.

Section 5.56(1) of the *Local Government Act 1995* requires all local governments to have a plan for the future of the district, and under the Local Government (Administration) Regulations 1996, all local governments are required to have adopted two key documents – a Strategic Community Plan and a Corporate Business Plan. Together these documents drive the development of the local government's budget.

The Integrated Planning and Reporting Framework and Operational Guidelines (2016) issued the Department of Local Government, Sport and Cultural Industries (DLGSC), which guide the Strategic Community Plan and Corporate Business Plan process, require that regular monitoring and reporting of these plans are undertaken. Quarterly updates form part of this key reporting process.

Statutory Environment

Local Government Act 1995 s5.56:

5.56 Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996

(3) A local government is to review the current strategic community plan for its district at least once every 4 years.

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Marty Noordhof – Manager Infrastructure Services

Financial Implications

The cost of projects and actions contained within the Quarterly Report are as per the Annual Budget 2023/24.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

Officer Comment

The Quarterly Report is designed to provide information on the progress and milestones of key goals in the Council Plan 2022-2032.

COUNCIL DECISION

Council Resolution Number: 250724.8

Moved: Cr Sparkman

Seconded: Cr Fraser

That Council receives the achievements against the actions in the Quarterly Council Plan for the period ending 30 June 2024.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

[Next Item](#)

13.4 MT GIBSON PUBLIC BENEFIT TRUST

Applicant:	Shire of Perenjori
File:	ADM 0131
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	Nil

Summary

For Council to consider the future of the Mt Gibson Public Benefit Fund.

Background

Mt Gibson Mining (MGM) exported iron ore from Exploration Hill to the railway siding to the south of the Perenjori townsite between 2008 and 2022. The haulage route utilised roads within the Shire of Perenjori which, after negotiations between the Shire and MGM, led to agreements being entered into as compensation and goodwill.

In 2008, the Shire of Perenjori entered into a Public Benefit Agreement (PBA) with Mt Gibson Mining in which MGM agreed to contribute \$50,000 (fifty thousand dollars) every 6 months to a Public Benefit Fund (PBF). The purpose of the fund was to provide financial assistance for the public benefit of the citizens of Perenjori. As per the agreement, a committee was established to manage the distribution of the funds through assessing funding applications from the community and making a decision based on a majority vote. The committee was comprised of:

- a) the Shire President or in his/her absence, the Shire Deputy President;
- b) a resident living within the jurisdiction of Perenjori, as selected by the Shire of Perenjori; and
- c) a Mt Gibson Mining representative.

In June 2023, Mt Gibson divested its mining operations at Extension Hill and the final Public Benefit Fund payment of \$50,000 was made in the fourth quarter of the 2023/24 financial year.

Due to Mt Gibson Mining's discontinuance of mining activity in the Perenjori district, a representative for MGM has not attended committee meetings held to vote on funding applications since 2022, and it is unlikely that anyone from MGM will attend future meetings. Feedback from MGM regarding this agenda item is as follows:

Hi Nola,

My understanding is that as long as the 3 nominate parties (The Shire President, a resident & MGX) agree, and it is a public benefit for the citizens of the Shire of Perenjori then payments can be issued.

MGX thinks this is a great initiative and wholly agree that the balance of the PBF can be used in this way.

Please keep up us informed with how you decide to distribute the funds, and please let me know if there is anything further we can do to assist.

Kind Regards,

Amy Baker | Senior Coordinator - Operations
Mount Gibson Iron Limited
West Perth Office

Statutory Environment

Local Government Act 1995 6.15(1)(ii)

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Financial Implications

Potential reallocation of Council budget funds.

Strategic Community Plan

Goal 1: An inclusive community and a great place to live for all ages and stages of life.

1.2. Community life is enhanced and nurtured with well supported clubs, community groups, and essential volunteer-based services.

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

Officer Comment

Since commencement of the agreement with Mt Gibson Mining, \$997,677 (nine hundred and ninety seven thousand, six hundred and seventy seven dollars) has been granted to community groups within the Shire of Perenjori. \$251,889 (two hundred and fifty one thousand, eight hundred and eighty nine dollars) remains in the Fund. At the most recent PBF committee meeting, a discussion was held regarding utilising the remaining funds as a single significant project to leave a lasting legacy of the program.

Council is requested to determine the future of the Public Benefit Fund with suggested options being:

- Retain existing structure whereby community groups submit funding applications to the Public Benefit Fund for consideration by the committee. Committee to consist of an Elected Member, a member of the public, and a Shire Officer.
- Utilise remaining funds to invest in a significant project as determined by Council following community consultation. Examples of major projects:
 - Upgrade of Latham Community Bus
 - Upgrade of Perenjori Community Bus
 - Contribution to upgrade of Perenjori Bowling Green surface
 - Contribution to resurfacing of Perenjori Tennis Club courts
 - Renovation of Perenjori Town Hall kitchen
 - Installation of Pumptrack

PROCEDURAL MOTION

Council Resolution Number: 250724.9

Moved: Cr Sparkman Seconded: Cr Bradford

That Council suspend Standing Orders, Clause 9.5 Limitation on number of speeches at 3.19 pm, to allow for open discussion of Item 13.4.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250724.10

Moved: Cr Fraser Seconded: Cr Bradford

That Council reinstates Standing Orders at 3.34 pm.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

OFFICER RECOMMENDATION

That Council:

1. Resolve to continue to administer the Mt Gibson Public Benefit Fund, until funds are exhausted, in accordance with the Public Benefit Fund agreement with the exception of committee member requirements. A new committee will be formed to administer the funds consisting of:
 1. An Elected Member
 2. A community representative as selected by Council
 3. A Shire of Perenjori Officer

OR

2. Request the Chief Executive Officer to conduct community consultation on potential significant projects utilising the remaining balance of the Mt Gibson Public Benefit Fund of \$251,889 (two hundred and fifty one thousand, eight hundred and eighty nine dollars).

OR

3. Resolve to utilise the remaining balance of the Mt Gibson Public Benefit Fund of \$251,889 (two hundred and fifty one thousand, eight hundred and eighty nine dollars) on a project chosen by Council, being _____.

AMENDMENT TO OFFICER RECOMMENDATION

Council made the following amendment to the Officer Recommendation to allow for the inclusion of community projects.

COUNCIL DECISION

Council Resolution Number: 250724.11

Moved: Cr Bryant Seconded: Cr Fraser

That Council:

3. Resolve to utilise the remaining balance of the Mt Gibson Public Benefit Fund of \$251,889 (two hundred and fifty one thousand, eight hundred and eighty nine dollars) on future Council and community projects chosen by Council.

Motion put and carried 5/2

For: Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Cr Hepworth, Cr Sutherland

13.5 IMPLEMENTATION OF 'OWL FRIENDLY' PRINCIPLES AND PRACTICES

Applicant:	Shire of Perenjori
File:	Nil
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	13.5.1 - Owl Friendly Flyer for Gardeners 13.5.2 - Pet Friendly Rodent Control Flyer 13.5.3 – Presentation by Just Raptors, Geraldton

Summary

For Council to consider endorsement for the Shire of Perenjori to become an 'Owl Friendly' local government.

Background

Second generation anti-coagulant rodenticides (SGARs) represent the bulk of products available for use without restriction at supermarkets and hardware stores to manage rodent issues for homes, businesses and agriculture. Many people are not aware of the danger they pose to our wildlife and pets, even when used in accordance with packaging information. World-wide SGARs have been found to debilitate and kill a wide range of wildlife from access to the baits and in 'secondary poisoning' of wildlife that eat live and dead rodents and other wildlife that have eaten bait. These 'one-dose-kills' poisons take months to metabolise in baited animals and in animals that ingest the poison through secondary pathways. Animals that eat these 'one-dose-kills' baits still take days to die, in which time they can eat multiple doses and expose diurnal as well as nocturnal predators and scavengers to poison.

Wildlife at risk from SGARs include all marsupials and birds attracted to grain-based baits and all diurnal and nocturnal marsupials and birds that feed on dead and dying animals that have accessed the bait. Nocturnal birds at risk through direct and non-direct ingestion include the Masked and Barn Owls, Boobook and Tawny Frogmouth.

The active ingredients in first-generation anticoagulant rodenticides (FGARs) are blood-thinners such as warfarin and coumatetralyl that require multiple doses to be lethal since they readily metabolise. This means that live and dead rodents and other animals that ingest the poison contain very low residues. Use of such baits significantly decreases the risk of secondary poisoning of wildlife and pets, while greatly increasing the likelihood of recovery when treated. There is no evidence that rodents anywhere in Australia have evolved resistance to FGARs, and even in countries where this is the case such as Britain, Canada and the USA, governments are acting on scientific evidence of widespread impacts on wildlife to severely restrict or ban use of SGARs.

Statutory Environment

Nil

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Financial Implications

The minimal funds required would be allocated towards marketing and printing of promotional information.

Strategic Community Plan

Goal 2: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed.

Officer Comment

Second-generation anti-coagulant rodenticides represent the bulk of products available at supermarkets and hardware stores, and many people may not be aware of the danger they pose to our wildlife and pets.

Non – second-generation anticoagulant rodenticides metabolise quickly and so dead animals contain very low residues of poison. This method significantly decreases the risk of secondary poisoning of wildlife and pets.

Provision of information on the impact of SGARs and safer alternatives to community members would assist in creating awareness of the secondary poisoning which may then inform their decision-making when purchasing rodenticides.

Ultimately, placing restrictions on sale and use of SGARs is the responsibility of the Australian Pesticides and Veterinary Medicines Authority (APVMA). An APVMA review which commenced with community consultation back in 2020 is not due to be completed until at least 2025. State governments are not taking unilateral action until this review is completed but many local governments are addressing the issue now in order to protect their local wildlife and pets, while anticipating that such action will be a requirement of the APVMA review.

One of Australia’s peak conservation bodies, Birdlife Australia, has developed awareness resources to support community groups and local governments to act locally on this issue, as per the attached examples.

COUNCIL DECISION

Council Resolution Number: 250724.12

Moved: Cr Hepworth

Seconded: Cr Campbell

That the Shire of Perenjori investigate ‘Owl Friendly’ principles and practices within the Shire’s areas of responsibility and influence including:

- 1. Ensuring that rodenticide treatments used by the Shire for protection of its assets are ‘owl friendly’.**
- 2. Specifying rodenticide treatments in commercial pest operator contracts.**
- 3. Supporting engagement activities to educate the community such as:
> Production of Owl Friendly Perenjori bumper stickers
> Including Owl Friendly information on Shire of Perenjori website**
- 4. Sourcing and providing information to the community and businesses on owl friendly choices for rodent control.**
- 5. Environment Health Officer providing educational flyers to all food businesses as part of their regular inspections.**

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

[Next Item](#)

13.6 NOMINATION OF ELECTED MEMBER TO DISTRICT HEALTH ADVISORY COUNCIL

Applicant:	Shire of Perenjori
File:	Nil
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Admin Hajat – Community Development Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	13.6.1 – District Health Advisory Council Application Form – Health Service or Agency Representative

Summary

For Council to consider endorsement of a Councillor to be nominated to the District Health Advisory Council as of August 2024.

Background

All Committees are established under provisions of Sections 5.8 to 5.18 of the Local Government Act 1995.

Council is able to nominate members to other Committees of Council by Absolute Majority vote of the Council and representation may comprise: -

- a) Councillors only,
- b) Councillors and employees,
- c) Councillors, employees and other persons,
- d) Councillors and other persons,
- e) Employees and other persons,
- f) Other persons only

When creating Committees of (a) and/or (b) type above, the Committees are to have as its members -

- i) persons appointed by ABSOLUTE MAJORITY of the Council,
- ii) the Shire President if he/she advises the Council at the time of appointment of the Committee his/her wish to be a member of the Committee,
- iii) the Chief Executive Officer or his representative if at the time of appointing the Committee the Council decides that it wants to have employees as members of the Committee, and it is the Chief Executive Officer's wish to be a member of the Committee.

At any given time, each Councillor is entitled to be a member of at least one Committee of the (a) and (b) type mentioned above and if a Councillor nominates him/herself to be a member of such a committee or committees, the Council is to appoint that Councillor to at least one of the Committees as the Council decides.

Statutory Environment

Under Subdivision 2 – Committee and their meetings. Provisions of Sections 5.8 to 5.18 of the Local Government Act 1995

**Absolute majority required.*

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Nola Comerford – Manager Corporate and Community Services

Anne-Maree Mitchell – A/Coordinator of Executive Services

Himani Narang – Secretariat Midwest District Health Advisory Council

Financial Implications

Nil

Strategic Community Plan

Goal 1: An inclusive community and a great place to live for all ages and stages of life.

Strategic Objectives

1.7 Gaps in medical, allied health services, and other community services are filled where possible to meet the needs of the local population.

1.8 Seniors are valued and supported to age in place.

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.3 The Shire advocates and partners effectively on behalf of the community.

Officer Comment

The District Health Advisory Council (DHAC) was previously represented by a former Councillor in 2019. Council has not yet reappointed another Councillor to fill this position.

In brief, DHACs are groups of community members passionate about supporting their local health services. These groups provide information, ideas, and advice to ensure that services can meet the needs and preferences of the people who use them. DHACs meet regularly to discuss district and local health issues and share ideas for improving health services. They represent the views of the community, consumers and carers in their district and seek to increase their community's understanding of health issues.

The Chair of each DHAC is represented on a WA Country Health Service (WACHS) forum which meets face-to-face at least once a year to examine and discuss issues across rural and remote communities from a consumer and community perspective.

WACHS values the long established partnership with the various DHACs, and the time and commitment volunteered by their consumer and community members. DHAC consumer and community members are offered the following incentive:

- An hourly participation payment for participation at approved DHAC meetings; and
- reimbursement of pre-approved travel expenses (not including travel time), accommodation, meals, and other out-of-pocket expenses up to Public Service Award rates, and Australian Taxation Office travel cost reimbursement rates.

DHAC members have the right to accept or decline payment and reimbursement for their participation.

PROCEDURAL MOTION

Council Resolution Number: 250724.13

Moved: Cr Bradford Seconded: Cr Fraser

That Council suspend Standing Orders, Clause 9.5 Limitation on number of speeches at 3.38 pm, to allow for open discussion of Item 13.6.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250724.14

Moved: Cr Fraser Seconded: Cr Bradford

That Council reinstates Standing Orders at 3.40 pm.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

COUNCIL DECISION

Council Resolution Number: 250724.15

Moved: Cr Bryant

Seconded: Cr Sparkman

That Council Nominates Councillor Hepworth to the Midwest District Health Advisory Council.

If appointed the Midwest District Health Advisory Council Member (DHAC) may choose to claim a participation payment for their attendance at official DHAC meetings or pre-approved DHAC-related activities.

Motion put and carried by Absolute Majority 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

[Next Item](#)

13.7 ACCEPTANCE OF THE COMMUNITY SATISFACTION SURVEY

Applicant:	Shire of Perenjori
File:	ADM 0409
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Admin Hajat – Community Development Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	13.7.1 – Community Satisfaction Survey Results

Summary

For Council to endorse the Community Satisfaction Survey which was undertaken in May-June 2024.

Background

The Strategic Community Plan 2022/23 – 2032/33 represents our new approach to planning for the Shire of Perenjori's future. It builds on our past strategic planning work, addresses the challenges we face, and sets out what actions we will take in the next 10 years to work towards achieving the community's vision.

This plan has been developed through engaging our communities using a number of strategies including community surveys, community forums and community feedback. The Strategic Community Plan presents our community's vision for the future and states the actions we need to take to achieve our vision. The new plan is also supported by our financial management, asset planning and workforce commitment.

The Community Satisfaction Survey undertaken in May gauges the community's response regarding the following topics - Importance and satisfaction with Council activities, communication and engagement, interactions and customer service.

The survey was conducted using online application Survey Monkey, and handouts and public notices distributed to inform residents of the survey. An incentive to complete the survey was kindly donated by several local businesses.

Respondents were asked to indicate their overall satisfaction with Council's services and facilities using a combination of a ten-point scale and written responses.

The Community Satisfaction Survey was conducted from May 10th to June 10th. The Shire conducted two surveys simultaneously: A community survey and a Council employee survey.

The total number for surveys received were 21 community and 8 employees. The proportion of residents (51%) were very satisfied with the Shire of Perenjori. Communication and engagement were at 29%, results showing that not all residents have social media accounts and prefer 'traditional' paper notices. A majority (87%) of the Shire staff were satisfied with living in the Shire of Perenjori. In the general comments it was stated that the staff worked well across the Depot and Administration.

The Shire of Perenjori undertook the survey to assess the community's perceptions regarding Council's services and facilities. The intent of the survey is to provide insights into the factors that drive satisfaction within the community and show Council the effectiveness of its service delivery in meeting community expectations.

Statutory Environment

As per Integrated Planning and Reporting under section 5.56 of the Local Government Act 1995 and the regulations under section 5.56(2) of the Act that outline the minimum requirements to achieve this.

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Nola Comerford – Manager Corporate and Community Services

Financial Implications

Nil

Strategic Community Plan

Goal 1: An inclusive community and a great place to live for all ages and stages of life

Goal 2: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed

Goal 4: A strong and diverse Council working closely with the proactive and involved community

Officer Comment

The combined participants in the survey (paper based and online) outlined their vision for the future. The suggestions included: investing in more staff, active and involved; appealing, clean, green and a beautiful place. The community's vision sees gaps in communication and engagement in particular.

Survey participants were asked to rank Shire services in both importance and satisfaction. Looking at the gap between the two, the following priorities emerged. In each case, the services rated above average in satisfaction, however, the satisfaction rating was relatively lower than their very high importance rating:

- Community Engagement and Communications
- Town Sites Beautification
- Roads and Drainage

The community acknowledged Customer Service within the Shire:

"The girls at the front desk are always polite and helpful. They always try to resolve as do the depot workers."

A statement from the community in regard to management:

"I think more public interaction from senior staff, councillors could help with what is really happening in the community and how people feel."

The Shire will continue to engage and inform the community with regard to planning and how the community can be involved in shaping outcomes.

COUNCIL DECISION

Council Resolution Number: 250724.16

Moved: Cr Fraser

Seconded: Cr Sparkman

That Council accepts the results from the Community Satisfaction Survey which had been completed in June 2024 as per the Community Engagement processes of the Shire of Perenjori's Strategic Community Plan.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

[Next Item](#)

13.8 SITE OPERATIONS FOR A 2 SOCKET ELECTRIC VEHICLE CHARGER – PERENJORI TOWNSITE

Applicant:	Shire of Perenjori
File:	ADM 0409
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Admin Hajat – Community Development Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	Nil

Summary

To consider options in location for installation of a 2-socket electric vehicle charger within the Perenjori townsite.

Background

Synergy and Horizon Power are working with the State Government to create Australia's longest Electric Vehicle (EV) charging network (the WA EV network). This \$23 million investment includes 98 charging stations across 49 different locations connecting Perth and regional WA.

The Shire was successful in applying for external funding through the Department of Energy, Mines, Regulations and Safety to install an EV Charger at the Perenjori Pavilion – this location already having the recommended three-phase power to enable rapid EV charging.

The charging station offers an opportunity for our community to experience the convenience and benefits of electric vehicle ownership and provide another essential service for visitors. This is another step forward in our commitment to sustainability and supporting greener transportation options.

The new charging station, an Alternating Current (AC) EV charger with two sockets, was jointly funded through the State Government's Charge Up EV Grant and the Shire of Perenjori.

Statutory Environment

Nil

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Nola Comerford – Manager Corporate and Community Services

Zac Mills – ZEDELECT Electrical Contractor – Three Springs

Financial Implications

- Site 1 (Perenjori Pavilion) as included in funding application.

The quoted amount for the selected charger(s) for Site 1 was \$5,475. The quoted installation cost is \$6,665. Additional cost for the software selected for the charger was quoted at \$1,120 for a two year software subscription. The total grant funding of \$9,645.70 was approved in the ChargeUp Funding Program Application 027R1 submitted in 2023.

The total cost for installation at the Pavilion will be \$13,260, with \$3,614 Council contribution.

- Alternative Site 2 (Village Green Carpark)

The quoted amount for the selected chargers(s) for Site 2 was \$5,475. The quoted installation cost is \$12,122.55. Additional cost for the software selected for the charger was quoted at \$1,120 for a two year software subscription.

The total cost for installation at the Village Green will be \$18,717.55, with \$9,072 Council contribution.

It was advised that there will be a delay in the installation of the charger(s) at the Village Green as the power needs to be upgraded to a 3-phase outlet. As per the electrician's recommendation, the three phase power upgrade would allow for a much quicker vehicle charging time. The timeframe for the upgrade of the power

conversion by Western Power will take approximately 8-9 weeks and cost will be approximately \$800 which is included in electrical connection quote.

The cost of the new site will be significantly higher than the initial Perenjori Pavilion site and a budget variation will need to be approved.

Strategic Community Plan

Goal 3: A diverse economy, with flourishing businesses offering a suite of trades, services and retail

Offerings.

Strategic Objectives

3.1. Opportunities are maximised to promote economic growth and local development.

3.2. Visitors are welcomed and well-catered for.

Officer Comment

In 2023 the Shire submitted a funding application under the Charge Up Grant Program for the installation of an Electric Vehicle (EV) charging station at the Perenjori Pavilion. Shire Officers have considered the location and determined that the economic benefits to the community, and convenience for users, would be greater if the EV Charger were located at the Village Green carpark. However, the cost of upgrading to 3-phase and installing the charger at the Village Green will affect Council budget by an additional \$5,458.

Approval to amend the site from the Perenjori Pavilion to the suggested site of the Village Green carpark will need to be endorsed by the Department of Energy, Mines, Regulations and Safety who provided the funding.

Round 3 WA Charge Up Grant will be announced November 2024. The total value of grant funding allocated is \$15 million, with \$10 million allocated to Small to Medium and Not for Profit enterprises and the remaining \$5 million allocated to Local Government Authorities. If Council resolves to submit an application under Round 3, additional electrical charges will be included in the application along with Western Power conversion costs.



(ref: Google Maps) Proposed Site 2 for EV Charging Station.



(ref: Google Maps) 3-phase power upgrade conversion to the existing switchboard located between the public toilets and verge on Fowler Street.



(ref:cdo 08.07.2024) Site 2 raised carpark area. Community amenities – shelter and park benches, public toilets and TransWA bus stop.



Potential location for EV charger at Pavilion

PROCEDURAL MOTION

Council Resolution Number: 250724.17

Moved: Cr Sparkman Seconded: Cr Hepworth

That Council suspend Standing Orders, Clause 9.5 Limitation on number of speeches at 3.42 pm, to allow for open discussion of Item 13.8.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250724.18

Moved: Cr Bradford Seconded: Cr Bryant

That Council reinstates Standing Orders at 3.49 pm.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

OFFICER RECOMMENDATION

That Council:

1. Endorse the installation of the EV Charging Station at the Village Green carpark, at a cost of \$18,717.55 (eighteen thousand, seven hundred and seventeen dollars and fifty five cents).

OR

2. Endorse installation of the EV Charging Station at the Perenjori Pavilion at a cost of \$13,260 (thirteen thousand, two hundred and sixty dollars).

OR

3. Endorse installation of the EV Charging Station at the Perenjori Pavilion at a cost of \$13,260 (thirteen thousand, two hundred and sixty dollars) and request the Chief Executive Officer to apply for additional funding through the Department of Energy, Mines, Regulation and Safety under the Round 3 Charge Up Workplace Grant Program for an EV Charging Station and installation costs for location at the Village Green.

COUNCIL DECISION

Council Resolution Number: 250724.19

Moved: Cr Bradford Seconded: Cr Sparkman

That Council:

1. Endorse the installation of the EV Charging Station at the Village Green carpark, at a cost of \$18,717.55 (eighteen thousand, seven hundred and seventeen dollars and fifty five cents).

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

14. Governance:

14.1 FUTURE OF LATHAM HALL

Applicant:	Shire of Perenjori
File:	A766
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Paul Anderson - Chief Executive Officer
Responsible Officer:	Paul Anderson - Chief Executive Officer
Attachments:	14.1.1 - Latham Hall Inspection Report 14.1.2 - Quantity Surveyors Report

Summary

This report seeks Councils guidance as to the future of the Latham Hall.

Background

The Latham Hall is located upon the 3,356m² Reserve 24146 on the corner of Britt Street and Richards Street in the Latham townsite.

Reserve 24146 has a management order issued to it by the Department of Planning, Lands & Heritage (DPLH) for the purpose of 'Hall Site' that was issued on 28 October 1955.

Figure 1 - Location Map for Latham Hall (Reserve 24146)



Figure 2 – Aerial photo of Reserve 24146 corner Britt Street and Richards Street



Figure 3 – Latham Hall



The Latham Hall has seen declining levels of use over time and is now, due to the affects of cyclone seroja and a lack of maintenance, in a dilapidated condition that will require significant repair and ongoing maintenance costs, Council may wish to give some thought on the building's long term role.

The rear of the hall also has toilets that are available to the users of the hall and the general public. There are also toilets that are available to the public at the community centre, the toilets are functional but require maintenance and have asbestos within them.

A number of options have been provided below for Councillor consideration and to assist in formulating a strategic position.



Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Consultation

Elected Members – Shire of Perenjori

Financial Implications

As outlined in the quantity surveyors report the cost to repair the building is significant and the council if it decided to go down this path would need to allocate future funding and seek grants to undertake these works.

A cost to demolish the building has not been established at this point however given demolition costs on other buildings and the degree of useable material i.e. wooden floorboards, there could be a cost in the vicinity of \$50,000.

Strategic Community Plan

Goal 2: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed

2.1. Public health, safety and amenity standards are upheld

2.3. The Shire's buildings and leases are administered to an appropriate standard for the benefit of the community according to their need and use

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.2. The Shire listens to and works closely with the community and its decision-making is transparent and accountable

Officer Comment

Current status of the building

A building structural integrity report was commissioned and undertaken on the Latham hall in late september 2023 and an indicative cost estimate to undertake the repairs as indicated by the structural integrity report commissioned in January 2024.

The estimated cost of repairs at that time was \$554,000 to rectify all the defects listed in the structural report. There may be some cost savings with a reduced scope of works savings. The structural report was to bring the building back to meet current Australian design standards for a public building.

There has now been further damage with sections of the internal ceiling falling down making the hall unfit for use.

The following options have been put to Council for consideration.

Option 1 - Upgrade the Latham Hall

Council might consider that the Latham Hall continues to have a role in serving the community and should continue to be available for use.

The building in its current condition is not ideal and would require repairs and upgrading to ensure it meets community expectations as a meeting place.

This option is not recommended by Shire staff as it is considered that the building would require significant expenditure and Council would be better served by rationalising its focus and budgeting on the Latham Community Centre on the opposite side of the Mullewa-Wubin Road.

Option 2 - Relinquish the Reserve and Latham Hall

Given that the Latham Hall is located upon Crown Land the Shire (being the current management authority) is a commenting authority only under this option, and the final determination on whether the land and building might be available for purchase (and the price at which this might be available for) is made by the DPLH (and they keep any proceeds of sale).

If Council were to advise the DPLH that it wished to relinquish its management order then the DPLH would write to various government agencies and service authorities enquiring whether any other public authority had requirement for the land. In the event that no state agency sought management of the land then the DPLH could determine that the land should be disposed of.

However, the DPLH may require of Council that the building is repaired to a satisfactory standard prior to accepting the relinquishing of the management order, which would again involve expenditure.

This option is not recommended by Shire staff as it is considered that the building design and floor plan does not lend itself to the most likely reason for someone wanting to buy the property, which would be to turn it into a residence.

The building was not designed to a Class 1 (habitable) standard and for the Shire to be able to approve occupation of the building it would require upgrading to meet the relevant building and health legislative requirements.

This would (in the event that Council had undertaken the repairs required by the DPLH and returned the land to the DPLH) likely result in the building remaining unsold or being purchased by a private landowner who then would be unable to occupy the building without significant upgrades.

It should also be noted that whilst the building remains under the Shire's ownership it also has control over the building and can act accordingly (e.g. if it deteriorates further into an eyesore or safety hazard) whereas once the building is privately owned it would become a more difficult enforcement process should the building become unsightly, hazardous or illegally occupied.

Option 3 - Demolish the Latham Hall

This option would again involve Council expenditure and would require a licensed demolition contractor to be engaged to undertake the works due to there being asbestos present in the building.

Whilst this option would require Council expenditure for no economic return it would in the long-run remove a built asset from the Shire's insurance and operating costs.

It is considered that realistically, this option is the inevitable outcome in this instance. Council may wish to demolish the building in the short-term or it may continue in a more 'care and maintenance' mode for the short to medium term, but ultimately as the building deteriorates over time it will come to a point at which the building will be required to be demolished.

If this option warrants further consideration Council could instruct Shire staff to obtain a quote for the demolition of the Latham Hall so that the cost of considering this option further is known and could be factored into a future Shire budget for later more formal Council consideration.

The Latham Hall is not listed on the Shire of Perenjori Municipal Inventory of Heritage Places, and is also not listed on the State Register of Heritage Places.

In the Shire of Perenjori there are only 3 places listed on the State Heritage Register these being; St Joseph's Church; Bank of New South Wales & Caron Coal State as can be seen in the following link:

<http://inherit.stateheritage.wa.gov.au/Public/Search/Results?newSearch=True&placeNameContains=&streetNameContains=&suburbOrTownContains=&lgaContains+=Perenjori&isCurrentlyStateRegistered=true&isCurrentlyStateRegistered=false>

Option 4 - Conduct a Community Survey

Prior to making a decision on the future of the hall it would be advisable for Council to conduct a community survey on the future of the Latham Hall.

This would allow for the community to have input onto what the future for the building might be.

The advantage of this option is that, if the building were to be ultimately demolished, it would only be after it has been given community input to guide the Council in its decision making process.

Community surveys conducted by other Midwest Shires have tended to raise ideas such as 'artist in residence', 'pop-up shop', 'wildflower display', 'museum', 'cinema nights' etc. but often these are ideas that can be accommodated in other, newer, more fit-for-purpose and already underutilised community buildings within the same townsite.

The other outcome of a community survey may be a preference for sale to a private owner to turn it into a residence and bring people into the town but this would encounter the Class 1 (habitable) Building Code issues as mentioned in Option 2. While this option has been very successful with other buildings, the structure and the condition of the Hall may present some challenges.

The conducting of a community survey would ensure a process of consultation has been followed, and avoid the scenario where demolition proceeds, and the community does not feel it has had a say on a community asset people may have affection for. It may even produce an idea that Council considers has merit and should be pursued.

To avoid raising unrealistic expectations the community survey should be designed to draw out ideas but also allude to the fact that there would be a cost to the Shire, and ultimately the community through its rates or other projects being delayed or not proceeded with by pursuing the Latham Hall redevelopment.

Option 5 - Defer

This option would represent a continuation of the current Shire position i.e. maintain a holding pattern in the event that a use for the building should arise.

This option presents the least financial impact to the Shire in the short-medium term, however, there will come a point at which the gradual deterioration of the building will require either significant upgrade, or demolition, both of which will have an associated cost, and in the meantime the building will slowly become an eyesore and safety hazard and a cause for complaint.

Option 6 - Purchase the Land and Building for Future Resale

The Land Administration Act enables the Council under certain conditions and in accordance with the State policy to purchase the land and retain ownership of the buildings for future possible sale.

75. Transfer of Crown land in fee simple subject to conditions

- (1) The Minister may transfer Crown land in fee simple subject to such conditions concerning the use of the land (the specified use) as the Minister determines.

- (2) For the purposes of this section and of section 76, the unimproved value of conditional tenure land must be calculated as if the use of the land were not subject to any conditions.
- (3) The fee simple of conditional tenure land may be transferred under subsection (1) for a nominal price or a discounted price because of the community benefit to be provided by the proposed development of the conditional tenure land for the specified use.
- (4) Inquiries have been made with the DPLH regarding the Shire purchasing the land the building is situated on but as yet no response has been forthcoming.

PROCEDURAL MOTION

Council Resolution Number: 250724.20

Moved: Cr Hepworth Seconded: Cr Fraser

That Council suspend Standing Orders, Clause 9.5 Limitation on number of speeches at 3.50 pm, to allow for open discussion of Item 14.1.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250724.21

Moved: Cr Sparkman Seconded: Cr Bryant

That Council reinstates Standing Orders at 3.55 pm.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

OFFICER RECOMMENDATION

That Council provide guidance to the administration regarding preferred option _____ for the future of Latham Hall.

AMENDMENT TO OFFICER RECOMMENDATION

Council made the following amendment to the Officer Recommendation to allow for inclusion of a Community Meeting in Latham following the community survey.

COUNCIL DECISION

Council Resolution Number: 250724.22

Moved: Cr Bradford Seconded: Cr Fraser

That Council request the Administration to progress option four – Conduct a Community Survey followed by a Community Meeting held in Latham to discuss the future of Latham Hall.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

14.2 FREEDOM OF INFORMATION STATEMENT 2024/25

Applicant:	Shire of Perenjori
File:	ADM 0228
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Bianca Plug – Governance and Executive Support Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	14.2.1 – Freedom of Information Statement 2024/25

Summary

This item seeks Councils consideration and endorsement for the proposed Freedom of Information Statement 2024/25 as required under the *Freedom of Information Act 1992*.

Background

Under Section 96 (1) of the *Freedom of Information Act 1992*, the Shire of Perenjori is required to annually update and publish a current Freedom of Information Statement.

The Information Statement is required to contain:

- The Agency's Mission Statement
- Details of legislation administered
- Details of the agency structure
- Details of decision-making functions
- Opportunities for public participation in the formulation of policy and performance of agency functions
- Documents held by the agency
- The operation of FOI in the agency

A copy of the Information Statement is to be published on the Shire of Perenjori's website and hard copies are to be made available at the Shire of Perenjori administration building. Under the Freedom of Information Act, the Shire is also required to forward a copy to the Commissioner as soon as practicable. The Information Statement will be required when completing the Freedom of Information Statistic Return for 2024/25.

Statutory Environment

Freedom of Information Act 1992, Section 96 (1)

Policy Implications

Policy 1018 – Freedom of Information

Consultation

Paul Anderson – Chief Executive Officer

Financial Implications

Nil

Strategic Community Plan

Area 5: Investing in Councils Capacity – Our Leadership

Goal: Strengthen the Shire of Perenjori's position as an innovative and proactive local government providing excellence in all areas of governance, management and leadership.

Officer Comment

The 2024/25 Information Statement has been developed in line with the *Freedom of Information Act 1992*.

COUNCIL DECISION

Council Resolution Number: 250724.23

Moved: Cr Sparkman

Seconded: Cr Bryant

That Council:

- 1. Accepts and endorses the Freedom of Information Statement 2024/25.**
- 2. Authorises the CEO to submit the statement to the Office of the Information Commissioner.**

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

[Next Item](#)

14.3 OUTCOME OF DISPOSAL OF VARIOUS ASSETS

Applicant:	Shire of Perenjori
File:	ADM 0874
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Rhiannon Young – Depot Administration
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	Nil

Summary

This report provides detail of the recent disposal of three 2017 Mitsubishi Triton 4x2 Utes, one 2015 Mitsubishi Triton 4x2 Ute, and one 2011 Isuzu FVZ1400 Bitumen Spray Truck via public auction for acknowledgment by Council.

Background

The below plant items were listed for public auction by Smith Broughton on Tuesday 11 June and closed on Friday 14 June 2024. The four Mitsubishi Triton Utes did not meet reserve however, the 2011 Isuzu FVZ Bitumen Spray Truck met and exceeded the disposal reserve of \$80,000.

Asset	Reserve	Highest Offer	Gross Sale
2017 Mitsubishi Triton 4x2 (1AID331)	\$11,000	\$10,000	\$9,090.91 (Reserve Not Met)
2017 Mitsubishi Triton 4x2 (1AID284)	\$12,500	\$10,750	\$9,772.73 (Reserve Not Met)
2017 Mitsubishi Triton 4x2 (1AID284)	\$13,500	\$12,750	\$11,590.91 (Reserve Not Met)
2015 Mitsubishi Triton 4x2 (1HXV307)	\$11,000	\$8,500	\$7,727.27 (Reserve Not Met)
2011 Isuzu FVZ Bitumen Spray Truck (1HGD367)	\$80,000	\$141,500	\$137,935 (Reserve Met)

Ute Sale Net Total: \$40,840

Bitumen Spray Truck Sale Net total: \$137,935.

Statutory Environment

Disposing of property is detailed in section 3.58 of the *Local Government Act 1995*.

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer
 Maarten Noordhof – Manager Infrastructure Services
 Ashely Stephens – Mechanic
 Paul Owen – GFG Consulting
 Smith Broughton

Financial Implications

The four Mitsubishi Triton Utes were disposed of in accordance with the Shire of Perenjori's plant replacement program and 2034/24 Annual Budget. There was no budget allocation in the 2023/24 Annual Budget for the disposal of the Bitumen Spray Truck however, at the Ordinary Council Meeting held on 18 April 2024, Council endorsed its disposal in an 'as is' condition due to the considerable amount of work required to return it to an operational state.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

Officer Comment

The disposal of plant and equipment via auction has proven to be an efficient and effective way to manage the Shire assets.

COUNCIL DECISION

Council Resolution Number: 250724.24

Moved: Cr Bryant

Seconded: Cr Campbell

That Council note and endorse the disposal of the following assets via public auction by Smith Broughton:

- 2017 Mitsubishi Triton 4x2 (1AID331) for \$10,000 (Under Reserve)
- 2017 Mitsubishi Triton 4x2 (1AID284) for \$10,750 (Under Reserve)
- 2017 Mitsubishi Triton 4x2 (1AID284) for \$12,750 (Under Reserve)
- 2015 Mitsubishi Triton 4x2 (1HXV307) for \$8,500 (Under Reserve)
- 2011 Isuzu FVZ Bitumen Spray Truck (1HGD367) for \$141,500 (Over Reserve)

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

[Next Item](#)

14.4 AMENDMENT TO LOCAL LAWS

Applicant:	Shire of Perenjori
File:	ADM 0288
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Bianca Plug – Governance and Executive Support Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	14.4.1 – Draft Local Government Property Amendment Local Law & Explanatory Memorandum 14.4.2 – Draft Thoroughfares and Trading in Thoroughfares and Public Places Amendment Local Law & Explanatory Memorandum 14.4.3 – Draft Dogs Amendment Local Law & Explanatory Memorandum

Summary

This item recommends that Council endorses amendments to the Shire's Local Government Property Local Law, Thoroughfares and Trading in Throughfares and Public Places and Dog Local Law and approves the giving of local public notice of such amendments as required by s.3.12 of the *Local Government Act 1995*.

Background

At its meeting held on 24 August 2023, the Council resolved to give local public notice, in accordance with s3.16(2) of the *Local Government Act 1995*, of the Shire's intention to review the Shire's existing local laws and to invite public submissions for a period not less than 6 weeks. Following the Council's decision, local public notice was given as required. Advertisements were placed in the Bush Telegraph, on the Shire's website and on noticeboards within the Perenjori and Latham townsites.

Following the close of the public submission period, there were no submissions received. A report was submitted to Council at its meeting held on 24 October 2023, where the Council resolved to repeal the Shire's Model By Laws (Caravan Parks and Camping Grounds) No.2 (1971) and continue in operation without repeal:

1. Shire of Perenjori Health Local Laws (2001);
2. Shire of Perenjori Cemeteries Local Law (2000);
3. Shire of Perenjori Fencing Local Law (2000);
4. Shire of Perenjori Local Government Property Local Law (2000);
5. Shire of Perenjori Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law (2000);
6. Shire of Perenjori Dogs Local Law 2005;
7. Shire of Perenjori Extractive Industries Local Law 2013; and
8. Shire of Perenjori Standing Orders Local Law 2015.

This report follows on from the review undertaken in October 2023 and proposes amendments to the Local Government Property Local Law, Thoroughfares and Trading in Thoroughfares and Public Places Local Law and the Dog Local Law, in accordance with s.3.12 of the Act.

Statutory Environment

When amending or repealing a local law, it must be done in accordance with section 3.12 of the Act, which is the same procedure for 'making' a local law. This is because amendment or repeal local laws are new local laws themselves and must follow the full statutory process to be made within power.

3.12. Procedure for making local laws

- (1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.
- (2A) Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.
- (2) At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.
- (3) The local government is to —
 - (a) give local public notice stating that —

- (i) the local government proposes to make a local law the purpose and effect of which is summarized in the notice; and
 - (ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and
 - (iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;
- and
- (b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and
 - (c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.
- (4) After the last day for submissions, the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.

* *Absolute majority required.*

- (5) After making the local law, the local government is to publish it in the Gazette and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.
- (6) After the local law has been published in the Gazette the local government is to give local public notice —
 - (a) stating the title of the local law; and
 - (b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and
 - (c) advising that the local law is published on the local government's official website and that copies of the local law may be inspected at or obtained from the local government's office.
- (7) The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.

The local laws contained within this report are made under various legislation as follows:

- *Local Government Act 1995* – Local Government Property Local Law and Thoroughfares Local Law;
- Dog Act 1976 – Dogs Local Law.

Policy Implications

Nil

Consultation

Paul Anderson, Chief Executive Officer

David Nicholson, McLeods Lawyers

Financial Implications

Advertising and compliance expenses are included in the 2024/25 Annual Budget.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.1. The community is well-informed and engaged

4.2. The Shire listens to and works closely with the community and its decision-making is transparent and accountable

Officer Comment

Following the completion of the Local Laws review in October 2023, McLeods Lawyers were engaged to provide legal guidance in making any necessary amendments to the Shires current Local Laws. This report proposes amendments to the Local Government Property Local Law, Thoroughfares and Trading in Thoroughfares and Public Places Local Law and the Dog Local Law. The proposed amendments are contained within the explanatory memorandums.

Following the completion process of the above Local Laws, in accordance with s.3.12 of the Act, the remaining Local Laws will be reviewed by McLeods Lawyers.

COUNCIL DECISION

Council Resolution Number: 250724.25

Moved: Cr Fraser

Seconded: Cr Sparkman

That Council:

- 1. Endorses the attached Local Government Property Local Law, Thoroughfares and Trading in Thoroughfares and Public Places Local Law and the Dog Local Law as amended.**
- 2. Directs the CEO to give state-wide and local public notice, in accordance with section 3.12(3) of the *Local Government Act 1995*, of the Shire's intention to amend Local Government Property Local Law, Thoroughfares and Trading in Thoroughfares and Public Places Local Law and the Dog Local Law, to allow public submissions for a period not less than 6 (six) weeks.**

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

[Next Item](#)

15. Confidential Reports:

Nil

16. Ordering the Common Seal:

Document	Organisation	Purpose	Date
Shared Medical Service Agreement	Shire of Perenjori & Shire of Morawa	Renewal of Shared Medical Service Agreement	21 June 2024
Deed of Gift of Land: Lot 16 (No. 47) Russell Street, Perenjori	Shire of Perenjori & Owner of the Property	Property gifted to the Shire of Perenjori	2 July 2024

17. Reports of Committees and Members:

Cr Bradford will be meeting with the Regional Drought Resilience Planning (RDRP) North Midlands Project Officer and attending the first RDRP North Midlands meeting in the coming weeks.

18. Motions of Which Previous Notice Has Been Given:

Nil

19. Notice of Motions:

Nil

20. New Business of an Urgent Nature Admitted by Council:

PROCEDURAL MOTION

<p>Council Resolution Number: 250724.26</p> <p>Moved: Cr Fraser Seconded: Cr Bradford</p> <p>That Council accepts Late Item 20.1 Road User, Contribution and Upgrade Agreement (Bank Guarantee) for consideration.</p> <p>Motion put and carried 7/0</p> <p>For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser</p> <p>Against: Nil</p>

20.1 LATE ITEM – ROAD USER, CONTRIBUTION AND UPGRADE AGREEMENT (BANK GUARANTEE)

Applicant:	Shire of Perenjori
File:	ADM 0901
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Paul Anderson – Chief Executive Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	20.1.1 – Current Road User, Contribution and Upgrade Agreement

Summary

This item seeks Councils consideration for options relating to a Bank guarantee in accordance with the Road User, Contribution and Upgrade Agreement with Terra Mining.

Background

The Council entered into a Road User Agreement with Terra Mining in December 2023 for a twelve-month term expiring on 26 December 2024. The Road User Agreement (RUA) (attached 20.1.1) was put in place to ensure the road assets of the Council being used by Terra Mining were maintained to a satisfactory standard.

A component of the Road User Agreement is section:

5 Security for performance

5.1 Bank guarantee which states the following

On the execution of this agreement and prior to Terra Mining commencing use of the affected roads for road use, Terra Mining covenants and agrees to provide to the Shire a Bank guarantee in the sum of \$500,000 (excluding GST) (Bank guarantee) to be held by the Shire in accordance with clause 5.

The Bank guarantee has not been lodged with the Bank in accordance with the agreement and this issue has been raised with Terra Mining.

A request has now been received from Terra Mining regarding the payment of the guarantee as follows:

“As you are aware, the Extension Hill mine have been through several changes since Terra Mining started operation at this Extension Hill Pty Ltd owned mine site in 2024. At the time, Terra Mining entered into a Mining Rights agreement with Extension Hill Pty Ltd for the Magnetite Rights for the stranded Extension Hill Project, with a back-to-back agreement between Terra Mining and Black Ore Pty Ltd which passed all the beneficial rights and obligations to Black Ore with Terra appointed the mining contractor.

Thank you with the efforts of the Perenjori Council and our other partners, the project has created over 100 direct jobs together with another 80 full-time subcontractors and many more service providers and suppliers in the region.

Unfortunately, our partner Black Ore Pty Ltd have failed to honour their part of the agreement in paying their obligations (invoices) for all the ores they shipped. Terra Mining has since taken over the operational payments to our suppliers and contractors. To ensure a feasible and strong project, Terra Mining have taken the responsibility of selling ore to the market.

As updated by Barry Cook (COO) to you at the meeting, Terra Mining:

1. have found a market for our DSO ores – both magnetite and hematite;
2. have sold 2 shipments of hematite ores in June 2024;
3. have found new partners who will invest in Terra Mining and the Extension Hill Project;
4. have used the proceed of the ores sold to pay for the outstanding invoices;
5. will continue to ship DSO ore to Geraldton Port and ensuring the financial security of the 200 plus West Australians working on the Extension Hill project. Shipping have been booked and our 8th shipment will be loaded in the first week of July;
6. have invested in further processing of the ores by “dry magnetic separation” (DMS - beneficiation/concentration) to improve the ore grade and add value to our products prior to exporting oversea. We anticipated that the DMS will begins its operation in January 2025;
7. will continue to review our operations to ensure the best possible outcome for the project. We are continuing to look new route to divert our trucks away from high density road network;
8. will continue to continue to discuss with Perenjori (and other shires), Department of Transport (MRWA), the State Government and other stakeholders to find a long-term feasible solution for the Extension Hill project. This will include Fenix’s rail siding at Perenjori and their rail shed in Geraldton if it is feasible;
9. are in detail discussion with Karara Mining to look put our product into rail rather than road to Geraldton. We will need your continue support for this option.

Due to Black Ore failing to provide all payments for all the ore shipped, we have prioritised our cash on paying invoices to our partners (Shires, Port, royalties, subcontractors and suppliers). Terra Mining has taken control of selling of the ore directly to the market giving us a much stronger position in the long term. We have established additional funding that will ensure the business is protected but it does need for us to manage cash flow until we can see the realization of Terra Mining selling directly.

We have been operating on the Shire roads since January 2024. Together with our partner Campbells Transport, we have demonstrated that we are a good corporate citizen to the Perenjori residents and the Shires. What we are requesting that the Council consider the requirement for \$500,000k bond (Bank guarantee for potential future work road damage-repair) to be suspended until January 2025 where our DMS will deliver our beneficiation products to the market. This will provide a secure and long-term viability for the Extension Hill project.

However, if Perenjori Shire considers the suspension of the bond until January 2025 is not acceptable, Terra Mining would alternatively request monthly cash payments of \$50,000 (until the \$500,000 is reached) to be held in a trust account, in the event funding for work on agreed road damaged through our activities is not carried out.

We are looking forward to presenting to Council on the 25 July 2024, our plan for the road payment and updating the progress of our discussions with Karara and associated activities including the discussion with Main Roads management."

Statutory Environment

Main Roads Act 1930, Road Traffic (Administration) Act 2008 section 132

Public Works Act 1902

Land Administration Act 1997 section 55(2) Section 3.57 of the Local Government Act 1995

Policy Implications

Nil

Consultation

Elected Members

Financial Implications

The proposed road agreement places the costs associated with maintaining the road to an acceptable standard with the proponent while they are operating and utilising the affected roads.

The Bank guarantee that is part of the agreement is in place to ensure council has funds to draw upon to undertake repairs if the requirement to maintain the road contained within the agreement are not met by Terra Mining.

Strategic Community Plan

Area 2: Industry and Business Development – Our Economy

Goal: Fostering and maximising growth across the economy, seeking and embracing opportunities for diversifying and strengthening our economic base.

Officer Comment

The Road User Agreement was originally put in place for 12 months and expires on 26 December 2024.

The Road User Agreement including the Bank guarantee has been structured to ensure the Council road assets are maintained in an acceptable condition to ensure the safety of all road users.

The Bank guarantee would only be called upon when the conditions of the agreement are not met and, any damage to the road is not rectified either during the life of the agreement or at the conclusion.

Terra Mining requested that Council to consider the following options

1. *The Bank guarantee be suspended until January 2025*

CEO comment

This option would have to form part of a new agreement and the expiry date on the current agreement is 26 December 2024. In the event that Council does not renew the road agreement there may be expenses associated with road restoration for the previous 12 months.

2. *Accept a payment plan of \$50,000 per month until the Bank guarantee amount is reached with the funds being held in a trust account*

CEO comment

This option would ensure that the Council had some funds available for any rectification works that may be required. This would also appear to assume that the road agreement will be renewed.

3. *Advise Terra Mining that the Bank guarantee is due and payable in accordance with the agreement.*

CEO comment

This option is in accordance with the original agreement.

PROCEDURAL MOTION

Council Resolution Number: 250724.27

Moved: Cr Sparkman Seconded: Cr Bryant

That Council suspend Standing Orders, Clause 9.5 Limitation on number of speeches at 4.03 pm, to allow for open discussion of Late Item 20.1.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250724.28

Moved: Cr Bradford Seconded: Cr Fraser

That Council reinstates Standing Orders at 4.25 pm.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

OFFICER RECOMMENDATION

THAT Council notes the request from Terra Mining in regard to the Bank guarantee requirements contained with the Road User, Contribution and Upgrade Agreement and resolves the following:

Option 1.

The requirement for the Bank guarantee of \$500,000 as contained within the Road User, Contribution and Upgrade Agreement clause be suspended until the finalisation of a new Road Agreement commencing on 26 December 2024.

OR

Option 2.

The Council accept the payment of \$50,000 per month until such time as the Bank guarantee amount is reached (\$500,000) and subject to the finalisation of a new Road Agreement

OR

Option 3.

Advise Terra Mining that the Bank guarantee is due and payable in accordance with the Road Agreement

AMENDMENT TO OFFICER RECOMMENDATION

Council made the following amendment to the Officer Recommendation to allow a counteroffer to Terra Mining as a show of good faith and to ensure Council has some funds to draw upon to undertake repairs if the requirement to maintain the road contained within the agreement are not met by Terra Mining.

COUNCIL DECISION

Council Resolution Number: 250724.29

Moved: Cr Fraser

Seconded: Cr Bradford

THAT Council notes the request from Terra Mining in regard to the Bank guarantee requirements contained with the Road User, Contribution and Upgrade Agreement and resolves the following:

Option 2.

The Council accept five payments of \$100,000 per month commencing in August 2024 until the Bank guarantee amount is reached (\$500,000) and subject to the immediate acceptance of a baseline road report provided by Greenfield Technical Services in January 2024.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250724.30

Moved: Cr Sparkman Seconded: Cr Bryant

That Council accepts Late Item 20.2 RFT02-2023-2024 Design and Construction of a Supermarket (Approval of Drawings) for consideration.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

20.2 LATE ITEM – RFT02-2023-2024 DESIGN AND CONSTRUCTION OF A SUPERMARKET (APPROVAL OF DRAWINGS)

Applicant:	Shire of Perenjori
File:	RFT02-23/24
Date:	25 July 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Paul Owen – GFG Consulting
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	20.2.1 – Construction Documentation Architectural Drawings

Summary

This report follows the Council Workshop where the revised concept drawings were presented, and feedback received on minor modifications.

The Design and Construct contract with the Breffni Group provides for a Council review and sign off milestone at the completion of “For Construction” drawings and documentation. We are now at that point.

The current program schedule is aiming for practical completion by 19 January 2025.

Background

At the Special Meeting of Council on 1 March 2024 Council resolved the following:

Council Resolution Number: 020224.5

Moved: Cr Campbell Seconded: Cr Fraser

That Council reject all tenders on the basis that no tender submitted met the tender specifications or satisfied the value for money assessment, and negotiations be entered into with contractors that submitted tenders to provide quotations of construction of the proposed building and fit-out only, on the plan as amended by Council, based upon the compliance, qualitative and pricing requirements subject to:

- a. The Chief Executive Officer being satisfied with all due diligence assessments, including reference checks and financial assessments;***
- b. The scope of works being reviewed to reduce the overall costs; and***
- c. The final proposal being presented back to Council within 6 months and before contracts are executed.***

Motion put and carried 6/0

After meeting with the Breffni Group to discuss their capability, experience and specific design issues relating to this project, Council at its Ordinary Meeting on 21 March 2024 resolved the following:

Council Resolution: 210324.14

Moved: Cr Sparkman

Seconded: Cr Bradford

Option 1 - Appoint the Breffni Group as the preferred contractor for the design and construction of a supermarket with revised designs and costing to be presented back to Council for adoption before final contracts are executed.

Motion put and carried 6/0

The revised submission includes a construction method and materials designed to minimise cost and reduce the time to construct. The facade uses colourbond steel and artwork to enhance the aesthetic. Details are in the attached revised submission.

At the request of Council, Breffni Group have provided costs for an increased floor space of an additional 100 square metres. The additional cost of \$400,000 is a provisional sum, assuming the additional square meters will lengthen the building to the rear. This cost also includes the warm shell fit out and minor increases to the fridge/freezers in the warehouse.

The design also includes a car park to the side of the building with two-way traffic.

The contracted cost breakdown is detailed in the table below.:

ITEM	Tendered price – 400 sqm Building Excluding GST
SP 1 - Design	\$353,590
SP1 – D&C (includes warm fit-out to FOH)	\$1,756,811
SP2 - Design	Included in SP 1
SP2 - Landscaping	\$64,374
Internal Fit-out provisional sum (BOH area)	\$100,000
Headworks – provisional sum	\$240,600
Total	\$2,515,375
Other items	
Additional 100 sqm – provisional sum	\$400,000
Car Park - Two way	\$90,687
Total sum of 500sqm Building	\$3,006,062

Warm fit out does not include:

- Plug in fridges
- Shelving and fixtures
- Stock displays
- Stainless steel sinks in prep areas
- Stainless steel benches
- Checkouts
- Gates and railings
- Customer trolleys
- PO equipment and BOH computer system
- Security and cameras
- Any scales, wrappers, pallet jacks, pallet & storage racking
- Office furniture, staffroom furniture

Breffni are preparing detailed cost estimates for the final fit out components. These were not complete at the time of drafting this report.

The Construction Drawings are based on the concept designs and reflect changes requested as outlined in the issues register below.

Item	Date Raised	Raised By	Description	Action Owner	Date Responded	Overview of Response	Issue Closed Y/N
1	07-Jun-24	Paul A - CEO Perenjori	Width of Car park bays: Confirmation requested that the carparking bays to be wider (2.6m) to fit larger 4wdrives.	Adam G	27-Jun-24	bays are 2.7m wide	Y
2	07-Jun-24	Paul A - CEO Perenjori	Increase Crossover / Reduce Landscaping: Increase the carpark crossover to 7150m and increase the carpark to accommodate with a reduction of the landscaping to the south.	Adam G	27-Jun-24	Done	Y
3	07-Jun-24	Paul A - CEO Perenjori	Height of Canopy: Requested regarding the height of the canopy over the loading bay, may need to be increased to accommodate a higher vehicle say to 5 metres. Confirmation needed.	Adam G	27-Jun-24	Done	Y
4	07-Jun-24	Paul A - CEO Perenjori	Disabled Parking: Disabled bay to move to bay 2, bay 1 will be difficult to access.	Adam G	27-Jun-24	Done	Y
5	07-Jun-24	Paul A - CEO Perenjori	Staff Toilets: Does the scope allow for a staff toilet?	Adam G	27-Jun-24	Included	Y
6	18-Jun-24	Paul A - CEO Perenjori	RLs 300mm Above Road: It would be appreciated if the RLs are set at least a minimum of 300mm above the road crown and no steps for customers The shire can supply the sand and gravel required for the fill on site	Adam G	27-Jun-24	This should be achievable	Y
7	28-Jun-24	Paul A - CEO Perenjori	Location of Site Container: Can the Shire move the sea container to the front of the block and putting a banner on it advising the supermarket is coming soon.	Mark Johnson			

8	01-Jul-24	Paul A - CEO Perenjori	Fridge Spec: Are the display fridges where possible load from the back?	Mark Johnson			
9	01-Jul-24	Paul A - CEO Perenjori	Disability Access: Could the height of the building be minimum 500mm above road level while maintaining disability access.	Adam G	27-Jun-24	We might be able to get to this, but will need to confirm once we have survey	y
10	01-Jul-24	Paul A - CEO Perenjori	Roof Materials: Is the roof sheeting proposed to be trim deck or custom orb.	Mark Johnson			
11	01-Jul-24	Paul A - CEO Perenjori	Roof Pitch: is 2% fall sufficient for significant thunderstorm events.	Adam G	27-Jun-24	Yes, it is	y
12	01-Jul-24	Paul A - CEO Perenjori	Landscaping: The council would like the hardscape removed at this point	Adam G	27-Jun-24	We are only showing the landscaping as indicative at the moment.	y
13	28-Jun-24	Paul Owen - Client Rep	Backup Generator: In the tender there was a question for the respondents to provide PS to include a back-up generator. Can we please include in the electrical specifications the ability to plug in an external generator with auto on/off, and include specifications that advise what generator capacity we would need to continue operations?	Mark Johnson			

Statutory Environment

The building will be constructed to all applicable Australian Standards. Once the Council has approved the Construction Drawings, they will be submitted for Certified Design Compliance and lodged for Building approval.

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer
GFG Consulting

Financial Implications

The Council has allocated \$3,503,070 in the 2024/25 annual budget comprising of funding from reserves \$1,550,000 Grants \$1,071,756, loan funding of \$800,00 and own source funding of \$81,314.

The original construction cost of \$3,006,062 GST ex is included in the 2024/25 annual budget.

The contract price only includes a warm fit out component.

There will be an additional cost for the final fit out. It is unlikely that an operator will be prepared to fund the fit out up front. The Council will need to consider this along with lease negotiations.

Strategic Community Plan

Goal 2: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed

2.3. The Shire's buildings and leases are administered to an appropriate standard for the benefit of the community according to their need and use

Goal 3: A diverse economy, with flourishing businesses offering a suite of trades, services and retail offerings

3.1. Opportunities are maximised to promote economic growth and local development

Officer Comment

The Construction Drawings and Documentation provide detail on all aspects of the facility. The design reflects the feedback previously provided and presents a quality building at a standard that is consistent with the prominent location in Town.

PROCEDURAL MOTION

Council Resolution Number: 250724.31

Moved: Cr Bradford Seconded: Cr Hepworth

That Council suspend Standing Orders, Clause 9.5 Limitation on number of speeches at 4.28 pm, to allow for open discussion of Late Item 20.2.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250724.32

Moved: Cr Fraser Seconded: Cr Hepworth

That Council reinstates Standing Orders at 4.43 pm.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

COUNCIL DECISION

Council Resolution Number: 250724.33

Moved: Cr Campbell Seconded: Hepworth

That Council approve the Construction Documentation and Architectural Drawings for the proposed supermarket.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

21. Closure of Meeting:

The Shire President declared the meeting closed at 4.44 pm.

22. Next Meeting:

The Shire President advised that the next Ordinary Meeting of Council will be held on Thursday, 22 August 2024 at Council Chambers, 56 Fowler St, Perenjori WA 6620, commencing at 3.00 pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on 25 July 2024.

Signed: _____

Shire President

Date: _____