



SHIRE OF LAVERTON

MINUTES

OF THE ORDINARY MEETING OF COUNCIL

HELD AT 5:040PM ON THURSDAY 28 JUNE 2018

IN THE SHIRE COUNCIL CHAMBERS AT

9 MACPHERSON PLACE, LAVERTON WA 6440

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ATTACHMENTS

ATTACHMENT NO	DESCRIPTION	DISTRIBUTION
OMC180628-8.2.A	FLCAG Minutes	Appended
OMC180628-10.1.A	Shire Presidents Report	Appended
OMC180628-11.1.4.A	Statement of Financial Activity for the period ending 31 May 2018	Appended
OMC180628-11.1.5.A	Statements of Objects and Reasons	Appended
OMC180628-11.1.6.A	Proposed Schedule of 2018/19 Fees & Charges	Appended
OMC180628-11.3.1.A	RFT 07/16 "Project Management Services" Outback Way	Appended
OMC180628-11.3.2.A	LEMA Plan	Appended
OMC180628-11.4.1.A	Aerial photograph of Lot 569 Alderstone Street, Laverton	Appended
OMC180628-14.1.1.A	Collated Tenders 17/17 Shared Statutory Compliance Services	Distributed separately
OMC180628-14.1.1.B	Tenders 17/17 Shared Statutory Compliance Services	Distributed separately

MINUTES

OF THE ORDINARY MEETING OF COUNCIL

HELD AT 5:04PM ON THURSDAY 28 JUNE 2018

IN THE SHIRE OF LAVERTON COUNCIL CHAMBERS

1. DECLARATION OF OPENING

The Shire President, Cr Patrick Hill, declared the meeting open at 5:04pm.

2. ANNOUNCEMENT OF VISITORS

There were no visitors or members of the public present at the meeting.

3. RECORD OF ATTENDANCE

3.1 PRESENT

Cr Patrick Hill	President
Cr Robin Prentice	Councillor
Cr Deanne Ross	Councillor
Cr Rex Ryles	Councillor
Cr Rosemary Street	Councillor
Cr Rex Weldon	Councillor
Mr Peter Naylor	Chief Executive Officer
Mr Les Vidovich	Executive Manager Technical Services
Mr Ron Scantlebury	Acting Executive Manager Corporate & Community Services
Ms Robyn Smith	Finance and Administration Manager

3.2 APOLOGIES

Cr Shaneane Weldon	Deputy President
Miss Tiffany Farlow	Executive Assistant to the CEO

3.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

6. PUBLIC QUESTION TIME

Nil

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

The following item is listed in Section 14 for discussion behind closed doors:

14.1.1 Tender 17-17 Shared Statutory Compliance Services (File Ref: TBA)

8. CONFIRMATION OF MINUTES

8.1 ORDINARY MEETING OF COUNCIL – 22 MAY 2018 (FILE REF: 793)

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC180628.01 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr D Ross SECONDED: Cr R Street

That the Minutes of the Ordinary Meeting of Council held on 22 May 2018, be confirmed as a true and correct record of proceedings.

SIMPLE MAJORITY	X	VOTES FOR	6	VOTES AGAINST	0
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8.2 FRIENDS OF LAVERTON CEMETERY ADVISORY GROUP - 19 JUNE 2018 (FILE REF: 793)

COMMENT

The FLCAG meeting was held in the Shire Council Chambers on Tuesday 19 June 2018.

As this was the first meeting of the Group since the October 2017 Local Government Elections it was necessary to formally conduct appointments to the key positions (Presiding Members) prior to the meeting proceeding. Details of the appointments are contained within the attached minutes.

In addition the Group considered and identified future plans and works for the cemetery and these are presented for Council consideration.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC180628.02 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Prentice **SECONDED:** Cr R Weldon

That:

- 1. The Minutes of the Friends of Laverton Cemetery Advisory Group Meeting held on Tuesday 19 June 2018, be received.**
- 2. Council endorses the appointments to the Presiding Member and Deputy Presiding Member positions.**
- 3. Council endorses the recommendation as per resolution 180619.02 of the minutes and considers as part of the Shire of Laverton 2018/19 Budget process.**

SIMPLE MAJORITY	X	VOTES FOR	6	VOTES AGAINST	0
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9. PETITIONS/DEPUTATIONS/PRESENTATIONS

9.1 PROJECT UPDATE – GRUYERE JOINT VENTURE

Prior to the commencement of the Council Meeting, Mr Steve Price and Mr Mark Bushell, General Manager Operations and Unit Manager-Sustainable Development, respectively, from the Gruyere Joint Venture Project provided Council with an update and overview of the Project.

Mr Price and Mr Bushell joined Council for meal and refreshments following the closure of the Council meeting.

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

10.1 PRESIDENT'S REPORT (FILE REF: 198)

Cr Patrick Hill tabled his President's Report (Attachment OMC180628-10.1.A) for the period prior to this meeting.

OMC180628.03 COUNCIL DECISION/PROCEDURAL MOTION

MOVED: Cr R Ryles **SECONDED:** Cr R Prentice

That the President's report (Attachment OMC180628-10.1.A) as tabled, be received.

SIMPLE MAJORITY	X	VOTES FOR	6	VOTES AGAINST	0
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11. COUNCIL BUSINESS

11.1 FINANCE AND ADMINISTRATION BUSINESS

11.1.1 ACCOUNTS PAID AS AT 31 MAY 2018 (FILE REF: 1091)

SUBMISSION TO:	Ordinary Meeting of Council, 28 June 2018
DISCLOSURE OF INTEREST:	None
OWNER/APPLICANT:	Shire of Laverton
AUTHOR:	Natasha Fuamatu, Accounts Officer
SENIOR OFFICER:	Robyn Smith, Finance and Administration Manager
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

The presentation of a list of accounts paid in the preceding month in accordance with Council Delegation 21.

ATTACHMENTS

Nil

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

In accordance with Delegation 21, the Chief Executive Officer has approved the following accounts for payment:

Creditor	Type	Date	Description	Amount
3E Advantage Pty Ltd-DD	Debit	14/05/18	Printing Costs - Department Allocations	-3,629.99
A-Z Auto Care - EFT		21/05/18	Excess of Insurance for Triton Ute	-500.00
Adage Furniture-EFT		21/05/18	Heavy Duty Commercial Table & Freight Charges	-3,638.80
AirBP	Debit	14/05/18	Jet A1 Fuel	-44,374.47
Allied Projects - EFT		21/05/18	Project Management Fee - Laverton Community Hub	-10,560.00
Allwest Plant Hire Australia Pty Ltd-EFT		21/05/18	Dry Hire Komatsu Grader @ Laverton 04-04-2018 to 19-04-2018	-6,864.00
Armadale Lock & Key Service - EFT		21/05/18	Key issues for Shire Buildings	-151.00
Atom Supply - EFT		21/05/18	Parts & Repairs	-203.97

Creditor	Type	Date	Description	Amount
Australia Post - EFT		21/05/18	Postage Charges - Departments	-549.27
Australian Super - EFT		16/05/18	Employee Superannuation 01-04-2018 to 30-04-2018	-1,449.74
Australian Taxation Office - EFT	NF180601	24/05/18	Business & Activity Statement Payments	-272,037.00
Boulia Shire Council - EFT		21/05/18	NAB Reversal credit. Incorrect Bank Details. INV 7193 01-03-2018	-176.00
Building Commission - EFT		21/05/18	BCL Levy April 2018	-56.65
Bunnings Group Limited - EFT		21/05/18	Items for Department Allocations	-2,086.30
C&A Taylor Grading Pty Ltd - EFT		21/05/18	Supply of Plant & Operators for Outback Highway Roadworks	-352,189.73
Coastal Midwest Transport - EFT		21/05/18	Freight Charges	-4,799.57
Coca-Cola Amatil (Aust) Pty Ltd - EFT		21/05/18	Great Beyond Café Goods	-597.80
Coffee & Tea Supplies - EFT		21/05/18	Great Beyond Café Goods	-662.00
Concept Media - EFT		21/05/18	Great Beyond Advert	-269.77
Courier Australia - EFT		21/05/18	Freight Charges	-817.98
Covs Auto, Mining & Industrial - EFT		21/05/18	Parts & Repairs	-223.64
Daphne Florist Kalgoorlie - EFT		21/05/18	ANZAC Day Wreaths	-880.00
Dean's Autoglass - EFT		21/05/18	Parts & Repairs	-440.00
Dept of Human Resources		16/05/18	Child Support Liability	-461.46
Dept of Transport	Debit	01/05/18	Dept of Transport - Licensing	-456.65
	Debit	02/05/18	Dept of Transport - Licensing	-383.30
	Debit	03/05/18	Dept of Transport - Licensing	-554.20
	Debit	07/05/18	Dept of Transport - Licensing	-1,213.85
	Debit	08/05/18	Dept of Transport - Licensing	-42.50
	Debit	09/05/18	Dept of Transport - Licensing	-42.50
	Debit	10/05/18	Dept of Transport - Licensing	-35.80
	Debit	11/05/18	Dept of Transport - Licensing	-227.75
	Debit	15/05/18	Dept of Transport - Licensing	-168.65
	Debit	17/05/18	Dept of Transport - Licensing	-826.80
	Debit	18/05/18	Dept of Transport - Licensing	-1,013.05
	13169	21/05/18	Registration for Bore Boss Trailer, P366 (1 Year)	-25.10
	Debit	21/05/18	Dept of Transport - Licensing	-179.90
	Debit	22/05/18	Dept of Transport - Licensing	-397.00
	Debit	23/05/18	Dept of Transport - Licensing	-91.85
	Debit	24/05/18	Dept of Transport - Licensing	-1,238.75
	Debit	25/05/18	Dept of Transport - Licensing	-317.90

Creditor	Type	Date	Description	Amount
	Debit	28/05/18	Dept of Transport - Licensing	-20.50
	Debit	31/05/18	Dept of Transport - Licensing	-313.80
Desert Inn Hotel - EFT		21/05/18	Meals Council Dinner	-385.00
Desert Sands Cartage - EFT		03/05/18	Hire of Operators and Plant & Purchase of Sealing Aggregate	-45,932.88
		21/05/18	Hire of Operators and Plant & Purchase of Sealing Aggregate	-230,226.31
Easifleet-EFT	Debit	28/05/18	Novated Lease Agreement.	-1,703.53
Eastgold Dairy Distributors - EFT		21/05/18	Great Beyond Café Goods	-1,082.85
Elite Electricial Contracting-EFT		21/05/18	Laverton Aerodrome Electrical/Lighting Upgrade	-183,260.00
Elite Gym Hire - EFT		21/05/18	Hire of Gym Equipment	-660.00
Elizabeth Jones - EFT		21/05/18	Bond refund balance - power	-75.88
Elliot's Irrigation Pty Ltd-EFT		21/05/18	Parts & Repairs	-133.32
Fairfax Media Publications P/L - EFT		21/05/18	Great Beyond Advert	-218.07
First National Real Estate - EFT		21/05/18	CRC & Library Rental 01-06-18 to 30-06-18	-2,090.00
Flex Industries Pty Ltd - EFT		21/05/18	Parts & Repairs	-765.38
Forman Brothers - EFT		21/05/18	Plumbing Repairs Shire Buildings	-2,039.73
Gary Buckmaster - EFT		21/05/18	Cleaning Backyard @ Great Beyond	-1,178.00
Goldfields Party Central-EFT		21/05/18	Items for setup of Laverfest Activities & Ball	-10,505.00
Goldfields Pest Control - EFT		21/05/18	Goldfields Pest Control for Annual Termite Inspections Shire Buildings	-12,496.00
Goldline Distributors - EFT		21/05/18	Great Beyond Café Goods	-835.04
Goldrush Tours - EFT		03/05/18	Bus Charges	-800.70
		21/05/18	Bus Charges	-873.80
Graham Stanley - EFT		21/05/18	Bond refund	-200.00
Gresleyabas -EFT		21/05/18	Architectural Services plus disbursements	-45,744.63
Hesperian Press - EFT		21/05/18	Great Beyond Merchandise	-1,109.70
HESTA Super Fund - EFT		16/05/18	Employee Superannuation 01-04-2018 to 30-04-2018	-91.11
Hille, Thompson & Delfos-EFT		21/05/18	Consultancy Services for Bandya Rd & EMCCS House	-3,582.70
Hitachi Construction Machinery - EFT		21/05/18	Parts & Repairs	-1,132.95
Horizon Power	13170	21/05/18	Electricity Charges	-1,731.66
Horizon Power - EFT		21/05/18	Install new connection	-9,480.19

Creditor	Type	Date	Description	Amount
HostPlus Super - EFT		16/05/18	Employee Superannuation 01-04-2018 to 30-04-2018	-776.55
Integrated Fuel Service - EFT		21/05/18	Static Reel Locable 30m	-419.76
Intrust Super - EFT		16/05/18	Employee Superannuation 01-04-2018 to 30-04-2018	-1,270.75
Janine Rowe-EFT		21/05/18	Reimbursement of Expense Incurred (J Rowe)	-16.15
Jason Signmakers - EFT		21/05/18	Change of Street Signs per New Shire Design for Lake Wells, Refuse Site (Various)	-584.76
Jo Morgan-EFT		21/05/18	Items for CDC & Youth Services	-870.30
Johanna McGuire - EFT		21/05/18	Reimbursement for Staff Recruitment Expenses	-407.20
Kalgoorlie Retravisio - EFT		21/05/18	Furniture for Staff houses	-824.00
Komatsu Australia Pty Ltd-EFT		21/05/18	Parts & Repairs	-9,229.48
Landgate - EFT		21/05/18	Rating and Valuation Expenses	-9,490.43
Lauren Jones - EFT		21/05/18	Lauren Jones bond refund	-200.00
Laurinda Hill - EFT		21/05/18	Reimbursement for power plugs for GB Projector	-41.00
Laverton Supplies Motors-EFT		21/05/18	Various Items for Assorted Departments	-308.90
Laverton Supplies WA- EFT		21/05/18	Various Items for Assorted Departments	-126.50
Lone Star Surveys-EFT		21/05/18	Provision of Surveying Services for Outback Way Highway	-15,132.70
Lynda Melrose - EFT		21/05/18	Bond refund	-200.00
Marketforce - EFT		21/05/18	Advertisement for Various Tenders & Assorted Departments	-5,409.70
McGarry Associates-EFT		21/05/18	Cost Est & Project Doc Amendments for Community Hub	-2,816.00
MetroCount - EFT		21/05/18	Road Tube, Batterypack & Centreline Flap	-1,749.00
Mitre 10 (Kal)-EFT		21/05/18	Shelf Unit for Records	-119.00
MLC Masterkey Superannuation-EFT		16/05/18	Employee Superannuation 01-04-2018 to 30-04-2018	-723.69
Montezuma Mining Company Ltd	13171	21/05/18	Refund for Tenement Death E38/03092 - 10651	-493.59
Moore Stephens - EFT		21/05/18	Financial Management Services	-5,145.80
Mount Romance-EFT		21/05/18	Great Beyond Merchandise	-811.92
National Australia Bank	Debit	01/05/18	EFTPOS Terminal Charges - DOT. April 2018	-40.00
	Debit	01/05/18	EFTPOS Terminal Charges - Admin Office. April 2018	-40.00

Creditor	Type	Date	Description	Amount
	Debit	01/05/18	EFTPOS Terminal Charges - GB. April 2018	-132.07
	Debit	03/05/18	Credit Card Charges 01-04-2018 to 30-04-2018	-1,838.63
		9/05/18	Employee Salaries	-91,215.46
	Debit	22/05/18	NAB Connect Fee March 2018	-81.23
		23/05/18	Employee Salaries	-78,143.51
	Debit	31/05/18	NAB Connect Fees @ 31-05-2018	-40.50
National Pumps & Energy - EFT		21/05/18	Hire of Pump Equipment	-42,726.64
Office National - EFT		21/05/18	Department Stationery	-759.04
Onedex Communications Pty Ltd-EFT		03/05/18	32 of 5m Poles w/ Composite Solar Lights - 40% Claim	-20,997.24
Ozzi Express-EFT		21/05/18	Freight Charges	-690.80
Peerless Jal Pty Ltd - EFT		21/05/18	Cleaning Supplies - Assorted Departments	-516.95
Peter Brownlie EFT		21/05/18	Peter Brownlie bond refund	-200.00
Peter Ryan - EFT		21/05/18	Peter Ryan Balance of bond	-12.15
Petty Cash Tin - Shire of Laverton	13172	21/05/18	Petty Cash Reimbursement 01/03/2018 - 30/04/2018	-205.05
PFD Food Services Pty Ltd - EFT		21/05/18	Great Beyond Café Goods	-978.95
Phil Marshall-EFT		21/05/18	For expenses incurred attending DCEO/EMCCS interview	-532.00
Pier Street Medical Pty Ltd - EFT		21/05/18	Recruitment Medicals	-613.80
Pivotel Satellite Pty Limited	13173	21/05/18	Satellite Phone Charges	-697.02
Powerchill - EFT		21/05/18	Electrical Repairs - Assorted Departments	-6,747.40
PWT Electrical - EFT		21/05/18	Electrical Repairs - Assorted Departments	-484.92
Quick Bits Transport-EFT		21/05/18	Loaded Water Trailer @ Depot Yard, Delivery to Kal	-550.00
Quick Corporate - EFT		21/05/18	Department Stationery	-1,239.64
Remote Roads - EFT		21/05/18	Supply of WANDRRA Flood Damage Supervisor for AGRN743	-30,369.68
Robyn Smith - EFT		21/05/18	Reimbursement for goods purchased	-1,240.04
Rox Resources Limited		21/05/18	Refund for Tenement Death 10847 - P38/04264, 10846 - P38/04256	-207.82
RSA Signs-EFT		21/05/18	Outback Way Signage	-7,744.00
Sean Wells - EFT		21/05/18	Window repairs 4 Spence St - See attached	-295.00

Creditor	Type	Date	Description	Amount
Shane Bosel - EFT		21/05/18	Bond refund - balance after power deducted	-164.06
Shire of Laverton - Trust Ac - EFT		21/05/18	Transfer of Bonds into Trust	-2,560.00
Shire of Laverton Social Club - EFT		03/05/18	Social Club Contributions 01-12-2017 to 30-04-2018	-2,290.00
Shire of Victoria Plains-EFT		21/05/18	Long Service Leave Reimbursement - Susan Mills 12-04-2006 to 20-10-2009	-3,473.64
Sigma Chemicals - EFT		21/05/18	Swimming Pool Chemicals	-572.83
SkyMesh - DD	Debit	11/05/18	NBN Connection @ Leahy Cl. 11-05-2018 to 10-06-2018	-59.95
Statewide Super-EFT		16/05/18	Employee Superannuation 01-04-2018 to 30-04-2018	-403.49
Sun Super		16/05/18	Employee Superannuation 01-04-2018 to 30-04-2018	-253.94
Sunsuper - EFT		16/05/18	Employee Superannuation 01-04-2018 to 30-04-2018	-784.85
Telstra	13174	21/05/18	Mobile & Landline Phone Charges	-2,940.30
Thompson Signs-EFT		21/05/18	Supply Sign Stickers for Admin door 'Office Hours'	-121.00
Titan Australia Pty Ltd - EFT		21/05/18	Parts & Repairs	-1,465.20
Total Eden - EFT		21/05/18	Workshop supplies	-362.99
Truck Centre (WA) Pty Ltd - EFT		21/05/18	Parts & Repairs	-340,843.80
Truckline - EFT		21/05/18	Parts & Repairs	-1,031.88
WA Super - EFT		16/05/18	71072 - Employee Superannuation 01-04-2018 to 30-04-2018	-30,818.16
WA Treasury Corporation - EFT	Debit	10/05/18	Repayment of Loan 80 - Capital & Interest	-44,068.62
Winc. Australia Pty Ltd-EFT		21/05/18	Department Stationery	-655.41
WML Consultants Pty Ltd - EFT		21/05/18	Consultancy & Supervision of Great Central Road and Flood Damages	-142,349.25
Wurth Australia Pty Ltd - EFT		21/05/18	Parts & Repairs	-776.64
			Total	-2,196,006.15

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996)

Reg. 34(2)(c) – Each statement of financial activity is to be accompanied by documents containing such other supporting information as is considered relevant by the local government.

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Not applicable.

COMMENT

A more detailed listing of payments made will be tabled for information at the meeting.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC180628.04 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Street SECONDED: Cr R Weldon

That Council acknowledges receipt of the list of payments made under Delegation 21 as per the submitted list totalling \$2,196,006.15 and summarised as following:

Cheque Numbers	13169 – 13174	\$6,092.72
Direct Debit Payments	01/05/2018 to 31/05/2018	\$93,836.56
Licensing Transfers	01/05/2018 to 31/05/2018	\$7,524.75
Bank Fees	01/05/2018 to 31/05/2018	\$333.80
VISA Payments	01/05/2018 to 31/05/2018	\$1,838.63
EFT Payments	01/05/2018 to 31/05/2018	\$1,917,020.72
Salary and Wages	01/05/2018 to 31/05/2018	\$169,358.97
Total Payments		\$2,196,006.15

SIMPLE
MAJORITY

X

VOTES
FOR

6

VOTES
AGAINST

0

11.1.2 OUTSTANDING DEBTORS REPORT AS AT 31 MAY 2018 (FILE REF: 0033)
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SUBMISSION TO:	Ordinary Meeting of Council, 28 June 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Shire of Laverton
AUTHOR:	Natasha Fuamatu, Accounts Officer
SENIOR OFFICER:	Robyn Smith, Finance and Administration Manager
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

The presentation of a report indicating the outstanding Debtor Balances as at the end of the previous month.

ATTACHMENTS

Nil

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

Council has requested a report of the Outstanding Debtors of the Shire of Laverton as at the preceding month end.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

Reg. 5(1) (a) – The Chief Executive Officer is to establish efficient systems and procedures for the proper collection of all money owing to the local government.

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Not applicable.

COMMENT

The balance of Outstanding Debtors at 31 May 2018 is \$302,566.65. A detailed list of Debtor Balances is provided in the May/June 2018 Information Bulletin.

The total debtor balance includes:

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
General Debtors	128,461.70	50,830.52	53,268.84	0.00	70,005.59	302,566.65
Doubtful Debt	0.00	0.00	0.00	0.00	-329,000.00	-329,000.00
Rates	-16,919.50	-1,922.06	-194,684.36	27,137.62	444,223.98	257,835.68
TOTAL	111,542.20	48,908.46	-141,415.52	27,137.62	185,229.57	231,402.33

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC180628.05 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Ryles SECONDED: Cr R Street

That the report of Outstanding Debtors as at 31 May 2018 be received.

SIMPLE MAJORITY ☒ VOTES FOR ☐ 6 VOTES AGAINST ☐ 0

11.1.3 BANK RECONCILIATION REPORT AS AT 31 MAY 2018 (FILE REF: 1193)

SUBMISSION TO: Ordinary Meeting of Council, 28 June 2018

DISCLOSURE OF INTEREST: None

OWNER/APPLICANT: Not applicable

AUTHOR: Robyn Smith, Finance and Administration Manager

SENIOR OFFICER: Ron Scantlebury, Acting Executive Manager
Corporate and Community Services

PREVIOUS MEETING REFERENCE: Not applicable

MATTER FOR CONSIDERATION

The report presented reflects the reconciliation of the Council's bank accounts, including invested funds, as at 31 May 2018.

ATTACHMENTS

Nil.

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

Each month Council's financial accounting system and the various bank accounts operated by Council are reconciled as a means of determining the completeness and integrity of transaction processing.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

Reg 34(2) – Provides a local government may require such other supporting information as is considered relevant by the local government.

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Not applicable.

COMMENT

The balance of the bank statement does not identify any outstanding receipts or payments that have not been received by the bank. This will generally mean that the balance on the bank statement will differ from the balance in the financial statements. The Bank Reconciliation Report shown below provides information of any outstanding receipts or payments so that a true picture is provided in relation to the balance of the various bank accounts.

**SHIRE OF LAVERTON
BANK RECONCILIATION AS AT 31 MAY 2018**

	MUNICIPAL FUND	OBH DEV. FUND (HELD IN TRUST ACCOUNT)	INVESTMENT - RESERVES	RESTRICTED CASH FUND (TRUST)
Balance as per General Ledger :				
A01101 Municipal Fund	2,808,090.63			
A1102 Unrestricted Short Term Investment				
A01110 Term Deposit Reserves/Muni				
A1000 Restricted Cash Fund				37,980.52
A1104 LA Community Hub Investment	3,142,342.03			
A1001 Outback Highway Tourism Fund		6,511.53		
A1002 Outback Hwy Development Fund		168,800.10		
	5,950,432.66	175,311.63	0.00	37,980.52
Balance as per Bank Statement	2,807,968.16	175,311.63		37,980.52
Adjustments				
Un-receipted Income	1238.60			
Outstanding Deposits				
	2,809,206.76	175,311.63	0.00	37,980.52
Less Outstanding Cheques/Withdrawal	1,116.13			
Reconciled Balance	5,950,432.66	175,311.63	0.00	37,980.52
Variance	0.00	0.00	0.00	0.00

VOTING REQUIREMENTS

Simple majority decision of Council required.

180628.06 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Prentice SECONDED: Cr D Ross

That Council accept the Bank Reconciliation Report as at 31 May 2018, as outlined above.

SIMPLE MAJORITY ☒ VOTES FOR VOTES AGAINST

11.1.4	STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MAY 2018 (FILE REF: 1193)
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SUBMISSION TO:	Ordinary Meeting of Council, 28 June 2018
DISCLOSURE OF INTEREST:	None
OWNER/APPLICANT:	Not applicable
AUTHOR:	Robyn Smith, Finance and Administration Manager
SENIOR OFFICER:	Ron Scantlebury, Acting Executive Manager Corporate and Community Services
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

To accept the Statement of Financial Activity for the period ended 31 May 2018.

ATTACHMENTS

OMC180628-11.1.4.A Statement of Financial Activity for the period ending 31 May
2018

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires the preparation of a statement of financial activity each month, reporting on revenue and expenditure. Material variances (as determined by the Council annually) between actual and budgeted figures must be commented on.

Variances between budgeted and actual expenditure, including the required Material Variances of plus or minus 10% and \$10,000, which is the limit set as per Council Resolution, should be reported on.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

Reg 34(2) – Provides a local government may require such other supporting information as is considered relevant by the local government.

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Not applicable.

COMMENT

The Statement of Financial Activity is presented monthly, being generated by our off-site Accountants, Moore Stephens, and then printed in our office.

Once the reports are received from Moore Stephens, comments are added to various sections of the report to provide additional information or explanations. Explanations for any material variance identified in the reports are provided in Note 13 Major Variances.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC180628.07 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr D Ross SECONDED: Cr R Street

That Council accept the Statement of Financial Activity for the period ended 31 May 2018 as presented (Attachment OMC180628-11.1.4.A).

SIMPLE MAJORITY	X	VOTES FOR	6	VOTES AGAINST	0
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11.1.5	PROPOSAL TO IMPOSE DIFFERENTIAL RATING FOR THE 2018/2019 FINANCIAL YEAR (FILE REF: 1138)
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SUBMISSION TO:	Ordinary Meeting of Council, 28 June 2018
DISCLOSURE OF INTEREST:	None
OWNER/APPLICANT:	Not applicable
AUTHOR:	Ron Scantlebury, Acting Executive Manager Corporate and Community Services
SENIOR OFFICER:	Peter Naylor, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

In previous years, Council has decided to impose differential rates for the GRV and UV valued properties within the Shire. If Council wishes to once again impose differential rating for the 2018/19 Financial Year and comply with the legislative requirements, then a decision to do so is required.

ATTACHMENTS

OMC180628-11.1.5.A Statement of Objects and Reasons

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

Council has imposed differential rating since 2001/02, primarily to offset the impact of disproportionately large increases in the valuation of pastoral properties in 2000/01 and 2001/02. Previous rates levied for the last nine years are summarised below:

Rating Year	Pastoral Leases UV Rate in \$	Mining Leases UV Rate in \$	Townsite GRV Rate in \$	Mining GRV Rate in \$	UV Minimum \$	GRV Minimum \$
2009/10	5.25¢	10.50¢	9.32¢	10.50¢	210	210
2010/11	3.48¢	12.07¢	8.30¢	5.76¢	230	230
2011/12	3.6018¢	12.4924¢	8.5905¢	5.9616¢	240	240
2012/13	3.7099¢	12.8672¢	8.8482¢	6.1404¢	250	250
2013/14	6.70¢	13.38¢	9.20¢	6.39¢	260	260
2014/15	6.91¢	13.80¢	9.49¢	6.59¢	270	270
2015/16	8.80¢	14.86¢	10.72¢	8.03¢	280	280
2016/17	8.98¢	15.16¢	10.94¢	8.20¢	286	286
2017/18	9.23¢	15.61¢	10.94¢	8.45¢	294	294

In 2013/14 the Pastoral Leases UV Rate in the Dollar was increased due the large disparity between the Pastoral UV and the Mining UV. This caused a large increase in Pastoral Rates and a concession was offered to Pastoralists who may have been facing financial difficulty as a result of the large increase.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 6.33 – Makes provision to levy differential rates.

Section 6.35 – Deals with the imposition of minimum rates, and

Section 6.36(1) – (1) Sets out a requirement for a local government to give local public notice of the intention to levy differential rates.

(3)(c) A notice referred to in subsection (1), is to advise electors and ratepayers where they may obtain the document describing the objects and reasons for each proposed rate and minimum payment.

Local Government (Financial Management) Regulations 1996

Regulation 56 (4) Requires a brief statement of the objects and reasons for any differential rates imposed under section 6.33 to accompany the rate notice.

POLICY IMPLICATIONS

Policy 03.09 “Rating of Mining Tenements Crossing Shire Boundaries”. The Shire has agreed that where a mining tenement crosses the Shire Boundary, it will only claim 50% of the minimum rate if that applies, regardless of the portion of the mining tenement that is situated within this Shire.

FINANCIAL IMPLICATIONS

The levying of rates is the process by which Council balances its Budget and by imposing differential rates, this spreads the rate burden equitably between ratepayers.

STRATEGIC IMPLICATIONS

Consistent with Outcome 4.3.2 of the Shire of Laverton Strategic Community Plan “Seek high level of statutory compliance”.

CONSULTATION

Informal discussions with CEO and Councillors.

COMMENT

If it is Council’s intention to impose differential rates for the 2018/19 financial year, this requires early consideration to ensure statutory advertising requirements are completed before the Budget is adopted. This involves giving local public notice for a period of 21 days of Council’s intention to impose differential rates and inviting comment on this matter.

Council has utilised the differential rating approach for a number of years now and, as a result, the concept is a well and truly tried and tested practice. In embarking on this process, there is a requirement for the local government to set down a statement of its “Objects and Reasons” and for these to be available for inspection by any elector or ratepayer following the advertising referred to above.

A consequential requirement after the Budget has been adopted, is for a brief statement of the Objects and Reasons of any differential rates to accompany the rate notice (*Local Government (Financial Management) Regulations 56(4)*).

The objects and reasons for imposing differential rates are outlined in Attachment OMC180628-11.1.5.A.

It should be noted that Council is not bound by the advertised rate in the dollar when it comes to adopt the Budget. Council has the ability to amend the differential rates without further advertising, after considering any submissions or additional information at the time of adopting the Budget.

The recommendation of this report is to impose differential rates in 2018/19 and to increase by an average of 3.5% on last year’s rates for the purposes of advertising. The proposed increase for the minimum rate charge is also based on the 3.5% increase but rounded to the nearest \$1, up from \$294 to \$304. These proposed increases have been based on the required increases indicated as being necessary in the Shire’s Long Term Financial Plan for the Shire to maintain its financial viability shown at 2%.

It should also be recognised that overall rate revenue will increase as the values to be used effective from 1 July 2018 have been reviewed by the Valuer General. On average, unimproved values have been adjusted in a range of 3.2% to 3.5%. The movement in Gross Rental Values is unknown as the information has not been received at this stage. This overall increase in the total valuations base for rating, both UV and GRV, will provide Council with some flexibility, between 0 to 7% when a final rate increase is determined during the 2018/2019 Budget adoption process.

The calculations above do not include any increase in rate revenue from the proposals to rate the Accommodation infrastructure at Gruyere and Mt Morgans on GRV should Council's submissions to the Hon. Minister for Local Government be approved. Should approvals be granted, the effective rate charge would be levied as interim rates as the levy date will be post 1 July 2018.

The anticipated revenue from rates for 2018/2019, based on the proposed increase (at 3.5%), is \$4,184,351 compared to the 2017/2018 budgeted figure of \$4,042,851. These estimates are based on the information currently available in our rating system and are subject to change given the GRVs to apply in 2018/2019 have not been received at this stage.

None of the differential rates is more than twice the lowest differential general rate, therefore Ministerial approval will not be required.

Proposed rate in the dollar 2018-2019 (3.5% increase)						
Area	Pastoral Leases UV Rate in \$	Mining Leases UV Rate in \$	Townsite GRV Rate in \$	Mining GRV Rate in \$	UV Minimum \$	GRV Minimum \$
Laverton	9.55¢	16.16¢	11.32¢	8.75¢	304	304

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC180628.08 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Street SECONDED: Cr R Weldon

That Council:

- In accordance with Section 6.36 of the *Local Government Act 1995*, gives local public notice advising that Council intends to impose the following differential rates and minimums for the 2018/2019 financial year:**

2018/2019 Financial Year					
Pastoral Leases UV Rate in \$	Mining Leases UV Rate in \$	Townsite GRV Rate in \$	Mining GRV Rate in \$	UV Minimum \$	GRV Minimum \$
9.55¢	16.16¢	11.32¢	8.75¢	304	304

2. Approves the 2018/2019 Rates – Objects and Reasons Statement as set out in Attachment OMC180628-11.1.5.A.
3. Affirms that the recommended increase in rates of 3.5% has been made after considering the Shire of Laverton Long Term Financial Plan, current economic conditions and retaining the differential rate structure in respect to rate revenue.

SIMPLE MAJORITY	X	VOTES FOR	6	VOTES AGAINST	0
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11.1.6	PROPOSED DRAFT 2018/19 SCHEDULE OF FEES & CHARGES (FILE REF: 46)
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SUBMISSION TO:	Ordinary Meeting of Council, 28 June 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Not applicable
AUTHOR:	Ron Scantlebury, Acting Executive Manager Corporate and Community Services
SENIOR OFFICER:	Peter Naylor, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

Council to consider the proposed Schedule of Fees and Charges for the 2018/19 financial year for adoption during the Budget process.

ATTACHMENTS

OMC180628-11.1.6.A Proposed Schedule of 2018/19 Fees & Charges

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

Council Policy 03.08 Budget – Preparation, provides for the review, preparation and approval of the Draft Schedule of Fees and Charges prior to the budget meeting. Once this Schedule has been approved (for the purpose of inclusion in the Draft Budget provisions), Council must adopt it, however this will not formally occur until the Annual Budget itself is adopted.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 6.2 – Requires that each year a local government prepare and adopt an Annual Budget.

Section 6.2(4)(c) – The Annual Budget is to incorporate a Schedule of Fees and Charges.

POLICY IMPLICATIONS

Policy 03.08 Budget – Preparation.

FINANCIAL IMPLICATIONS

The Fees and Charges when adopted will determine the amount of revenue to be received during the 2018/19 financial year for certain areas.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Input from various staff members.

COMMENT

Over the past several years, changes have been made to the formatting of the Fees & Charges Schedule, mainly to clarify whether GST is applicable or not on the various fees. This formatting will continue to be used for the 2018/19 Schedule of Fees & Charges.

This year most fees & charges will not change, however where fees have been increased or decreased, an explanation to these is provided below. Many of the fees and charges are linked to legislation and therefore apply across the State or Regions and these are not subject to change by individual local governments.

Others are small amounts, therefore applying a CPI or minor percentage increase does not give any significant increase in revenue. For example 3% on a \$0.50¢ fee gives \$0.52¢ rounded. On this basis some fees and charges are proposed to remain at the 2017/18 levels.

Law, Order and Public Safety

Emergency Services Levy

The levy is prescribed by the *Fire and Emergency Services Act 1998* and is generally reviewed each year. The proposed fees for 2018/19 are outlined in the table below and have increased on average by 10% as recently announced by the State Government:

ESL Category	ESL Rate (Per \$GRV)	Minimum and Maximum ESL Charges By Property Use			
		Residential, Farming and Vacant Land		Commercial, Industrial and Miscellaneous	
		Minimum	Maximum	Minimum	Maximum
4	\$0.005070	\$82	\$150	\$82	\$85,000
5	Fixed Charge \$82	\$82	\$82	\$82	\$82
Mining Tenements	Fixed Charge \$82	\$82	\$82	\$82	\$82

Dog Registration

COMMENT: These fees are set by Regulation and had previously been unchanged since 1995. The *Dog Regulations 2013* are now in place and engage, where practicable, similar principles to the *Cat Regulations 2012*.

Impounding and Other Fees - Cats

COMMENT: These fees are also set by Regulation in Schedule 3 of the *Cat Regulations 2012*. Fees and deposits for cat traps are once again included in the Fees & Charges Schedule.

Community Amenities

Sanitation Charges

Standard practice across most local governments in Western Australia is that revenue income for rubbish services should recover the cost of providing the service. In most cases this would also cover a substantial part of the tip maintenance costs.

Laverton is a small remote town and economy of scale simply does not readily enter our parameters, nevertheless a substantive rise in the rubbish collection charge was introduced in 2011/12 as a major effort towards cost recovery.

Currently the Shire is handling 467 services. For the 2018/19 service, it is recommended to increase the charge from \$224.00 to \$230.00 an increase of 3%.

Sewerage

COMMENT: These fees are set by Regulation and in accordance with State Government policy, have been indexed. There was a small increase to one of the fees for 2017/18 but no review published at this stage for 2018/19.

Airport Landing Fees

COMMENT: The aircraft landing fees were reviewed and changed in 2015/16. After discussions with the CEO of the Shire of Leonora, it was agreed that the landing fees for both airports should be left unchanged for 2017/18 (currently \$13 inclusive of GST). With increased passenger numbers for 2017/18, revenue from the airport exceeded the Budget estimate, so on this basis no increase is recommended for 2018/19. There is no proposal to change the annual fee introduced in 2011/12 for private aircraft based at Laverton Airport.

Cemetery Charges

COMMENT: Any increase in these charges requires a 14 day advertising period within the Government Gazette in accordance with section 53 of the *Cemeteries Act 1986*. Changing these fees can be a sensitive subject with differing views, however Council should be aware the average cost of grave digging is now \$1,000, slightly more than the standard burial fee currently set at \$900 plus (GST). No increase is proposed at this stage.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC180628.09 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Weldon **SECONDED:** Cr R Ryles

That Council approve the ‘Recommended 2018/19 Schedule of Fees & Charges’ as outlined in Attachment OMC180628-11.1.6.A for inclusion in the 2018/19 Budget.

SIMPLE MAJORITY	X	VOTES FOR	6	VOTES AGAINST	0
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11.2 ENVIRONMENTAL HEALTH & BUILDING SERVICES BUSINESS

There was no Environmental Health & Building Services business listed for this meeting.

11.3 WORKS AND SERVICES BUSINESS

11.3.1 RFT 07/16 – CONTINUATION OF PROJECT MANAGEMENT SERVICES FOR THE OUTBACK WAY PROJECT (FILE REF: 1060)
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SUBMISSION TO:	Ordinary Meeting of Council, 28 June 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Shire of Laverton
AUTHOR:	Les Vidovich, Executive Manager Technical Services
SENIOR OFFICER:	Peter Naylor, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	Minute OMC161020, Ordinary Meeting of Council held on 20 October 2016 Minute OMC161215, Ordinary Meeting of Council held on 15 December 2016

MATTER FOR CONSIDERATION

Council is requested to consider this report in relation to a possible extension of contract for WML Consultants in accordance with RFT 07/16 “Project Management Services - Outback Way” to allow for the continuation of its construction.

ATTACHMENTS

OMC180628-11.3.1.A RFT 07/16 “Project Management Services” Outback Way

APPLICANT’S SUBMISSION

Not applicable.

BACKGROUND

Commencing in 2016/17 the Shire of Laverton and the Shire of Ngaanyatjaraku were each allocated \$11 million from the Federal and State Governments to construct and seal portions of Great Central Road within their locality.

The Shire of Laverton has now fully spent its allocation and with its funds constructed approximately 40km's of sealed road. This resulted in a shortfall of 10km's between the end of seal and the Shire of Laverton's boundary that still required construction.

Discussions were held with the Shire of Ngaanyatjaraku and Main Roads WA for the Shire of Laverton to access a proportion of Ngaanyatjaraku's unspent allocation (approx \$3.6 million) to continue the seal through to the Shire boundary. This was supported and endorsed by the Shire of Ngaanyatjaraku on 28 February 2018.

Following consideration of tenders received for RFT 07/16 "Project Management Services - Outback Way at the Shire of Laverton's Ordinary Meeting of Council held on 15 December 2016, Council endorsed the following:

OMC161233 COUNCIL DECISION/STAFF RECOMMENDATION

Moved Cr D Ross; Seconded Cr R Ryles:

That Council:

- 1. Receives the assessment provided by the CEO and Selection Panel as outlined in this report; and**
- 2. Determines that RFT 07/16 Project Management Services, be awarded to WML Consultants P/L as providing the Shire with the most advantageous tender in accordance with the terms and conditions specified in the RFT 07/16 Tender Documentation, and, accept WML's tendered hourly rates of \$165 (excluding GST) for the Project Manager and \$80 to \$115 (excluding GST) for the Superintendent's Site Supervisor.**

CARRIED 5/0

The contract to project manage the Outback Way was originally for a one year period and expired on 16 December 2017. There is an option within the tender document of two further one year extensions at the Shire's discretion. This report is presented in accordance with the tender document to formalise and possibly extend this contract.

STATUTORY ENVIRONMENT

Local Government Act (1995)

Section 3.57 - Requires a local government to invite tenders before entering into a contract of a prescribed kind for the supply of goods or services.

Local Government (Functions and General) Regulations (1996)

Part 4 - Provision of Goods and Services – Provides the detail of when tenders are required to be called and the process for dealing with and awarding tenders.

POLICY IMPLICATIONS

The recommendations contained within this agenda are based on compliance with the requirements of the Shire of Laverton's 'Policy 02.08 Purchasing' as adopted by Council.

FINANCIAL IMPLICATIONS

All costs associated with the Outback Way Project, including planning, project management, supervision and construction costs, are fully claimable through the funding allocation received from the State and Federal Governments.

STRATEGIC IMPLICATIONS

The ongoing development of the Outback Way will contribute to the practical sustainability of Laverton and surrounding districts with the advent of more tourism, commercial enterprises and mining ventures using the road as a conduit to central Australia and beyond.

CONSULTATION

Consultation has included the seeking of confirmation from the appointed project manager at WML Consultants that they are prepared to offer continuation of services for two further one year periods under the terms and conditions of RFT 07/16 including confirmation of rates for professional and support officers other than the Project Manager. The appointed project manager has provided written agreement to this.

COMMENT

Due to the nature of the work and the remote location, expert guidance and project management are critical to attaining the standards and specifications for a project of this size, in addition to satisfying the constraints of MRWA and the funding bodies.

It is not possible for Council's current staffing resources to undertake the requirements of this project in addition to their current work schedule. An independent professional is required to undertake the coordination of ground works and services while also attending to the expansive administrative duties associated with the project.

With additional funding promised for the Outback Way including \$46.5M over five years commencing 2018/19 and the recently announced \$160M by the Federal Government, it is essential that the Shire of Laverton is project ready, especially for the survey, design, gravel and water requirements for the projects.

In order to maintain momentum, the first priority for the project manager is to facilitate the completion of the Shire of Laverton's existing 50kms which is under construction, followed by a project plan for delivery of Council's next \$46.5M Government funding allocation.

Apart from seeking confirmation from the appointed project manager as to their availability in resource to continue providing project management services, advice was also sought on rates for other professional and support officers (including travel and disbursements) noting that these supporting officers are required to ensure a cost effective project management service.

The rates provided by WML Consultants for other professional and support officers are listed as follows including the original tendered hourly rate for the Project Manager / Senior Civil Engineer.

Staff Classification	Rates (excluding GST)
Project Manager / Senior Civil Engineer	\$165/hr
Civil Engineer	\$150/hr
Senior Design Draftsman	\$135/hr
Design Draftsman	\$95/hr
Graduate Engineer	\$105/hr
Administration Support officer	\$50/hr
Travel	\$1/km
Accommodation & disbursements	Cost + 10%

There is a provision in the original RFT for rise and fall variation adjustments to be applied to all costs on an annual basis, however no such application has been made by WML Consultants to date.

Pursuant to the tender document, the project manager facilitated the procurement of a subcontracted Site Supervision service in accordance with the Shire of Laverton's purchasing policy. This resulted in the appointment of Remote Roads at the following rates:

Staff Classification	Rates (excluding GST)
Site Supervisor	\$110/hr
Travel	\$1.10/km
Accommodation	\$50/day
Daily living	\$60/day

That site supervision service has been consistently delivered via a single supervisor who has developed an intimate knowledge of the project and it would be advantageous to continue that arrangement until the completion of Council's 50km section.

It is therefore recommended that Council take up the option of extending the original one year project management contract by a further two years to allow for the projects to advance and be completed as funding can be transferred if no movement is occurring. A copy of RFT 06/17 "Project Management Services – Outback Way" is attached for Councillors' information.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC180628.10 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Prentice SECONDED: Cr R Ryles

That Council:

1. **Extend the services of WML Consultants for a further two years, subject to continued funding, to provide project management services for the Outback Way Project, up until 15 December 2019 in accordance with the terms and conditions specified in RFT 07/16; and**
2. **Accept WML Consultants' revised hourly rates as as tabled below:**

Staff Classification	Rates (excluding GST)
Project Manager / Senior Civil Engineer	\$165/hr
Civil Engineer	\$150/hr
Senior Design Draftsman	\$135/hr
Design Draftsman	\$95/hr
Graduate Engineer	\$105/hr
Administration Support officer	\$50/hr
Travel	\$1/km
Accommodation & disbursements	Cost + 10%

3. **Extend the services of Remote Roads as per its provided hourly rates below for the provision of Site Supervision until the construction of the Shire of Laverton's 50km section is completed:**

Staff Classification	Rates (excluding GST)
Sub-contracted site supervision	\$110/hr + 10%
Sub-contracted site supervisor travel	\$1.10/km
Sub-contracted site supervisor daily living	\$60/day + 10%
Sub-contracted site supervisor accommodation	\$50/day + 10%

4. **Send a letter of thanks to the Shire of Ngaanyatjaraku for permitting the transfer of its funds to allow the Shire of Laverton to continue sealing the remaining 10kms through to its boundary.**
5. **Expresses the desire for the new works on the Great Central Road to commence from the Laverton townsite and works towards the Shire of Ngaanyatjaraku boundary.**

SIMPLE MAJORITY **X** VOTES FOR **6** VOTES AGAINST **0**

11.3.2 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS (FILE REF: 101)
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SUBMISSION TO:	Ordinary Meeting of Council, 28 June 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Not applicable
AUTHOR:	Sean Wells, Engineering Technical Officer
SENIOR OFFICER:	Les Vidovich, Executive Manager Technical Services
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

For Council to approve the Version 11 of the Local Emergency Management Arrangements (LEMA) as endorsed by the Local Emergency Management Committee (LEMC).

ATTACHMENTS

OMC180628-11.3.2.A Local Emergency Management Arrangements v11 (draft)

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

The current LEMA was adopted 5 March 2013, and became due for review on 5 March 2018. Staff prepared the v11 draft and presented it for endorsement at the 5 September 2017 LEMC meeting. Due to further modifications and other delays, the draft was not endorsed by the LEMC until 05 June 2018.

STATUTORY ENVIRONMENT

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Emergency Management Act 2005

- Section 41 – Sets out the requirements for preparing the LEMA.
- Section 42 – Sets out the requirements for reviewing the LEMA.

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Local Emergency Management Committee
Yvette Grigg – Office of Emergency Management

COMMENT

Version 11 includes a large number of changes which have been marked in red throughout the document for ease of identification. The style and formatting has also been updated for consistency with the Laverton Aerodrome Emergency Plan.

Advice from the Office of Emergency Management indicated sections of the current plan do not comply with the *Emergency Management Act 2005* or related state/district emergency management policy and guidelines. This is mostly due to required information not being included. These relevant details and sections of the plan have now been added or updated for compliance.

If approved, copies will be distributed in accordance with the Distribution List on page 6, and an electronic copy will be uploaded to the Shire website as described in the State Emergency Management Guidelines.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC180628.11 COUNCIL DECISION/STAFF RECOMMENDATION

MOVED: Cr R Weldon SECONDED: Cr D Ross

That Council approve Version 11 of the Local Emergency Management Arrangements as tabled and endorse their publication and distribution.

SIMPLE MAJORITY	X	VOTES FOR	6	VOTES AGAINST	0
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11.4 PLANNING AND DEVELOPMENT BUSINESS

11.4.1 APPLICATION FOR CARETAKER PREMISE, LOT 569 ALDERSTONE STREET, LAVERTON (FILE REF: 1041)

SUBMISSION TO:	Ordinary Meeting of Council, 28 June 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Mr Chris Flessner
AUTHOR:	David Hadden, Environmental Health Officer/ Building Surveyor
SENIOR OFFICER:	Peter Naylor, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	Not applicable.

MATTER FOR CONSIDERATION

A development application has been received from the owner of Lot 569 (No 41) Alderstone Street seeking approval to occupy his property in a caretaker capacity from time to time.

ATTACHMENTS

OMC180628-11.4.1.A Aerial photograph of Lot 569 Alderstone Street

APPLICANT'S SUBMISSION

The applicant has made application to caretake the property from time to time in order to provide increased security at the property.

BACKGROUND

The applicant is wishing to provide an increased level of security at the property to protect stored equipment, vehicles and machinery due to increasing security concerns. The property has two street frontages with bush directly opposite that provides limited security besides the link mesh fence which is easily scaled. Applicant is hoping to caretake from one of two existing modular buildings on the property from time to time to provide an increased level of security for vehicles and equipment stored across the property.

STATUTORY ENVIRONMENT

Town Planning Scheme No. 2.

POLICY IMPLICATIONS

Currently caretaker use is listed as a D (Discretionary use) which means that the use is not permitted unless the local government has exercised its discretion by granting planning approval. Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Not applicable.

COMMENT

Staff are aware of a number of property owners in the industrial area who are currently caretaking their properties. It is unknown if these caretaker uses were approved by Council previously or have just commenced without approval over the years. The applicant proposes to occupy an existing donga while converting the second donga to an office/ablution facility.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC180628.12 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Ryles SECONDED: Cr R Street

That Council:

1. Approve the application to caretake Lot 569 Alderstone Street, Laverton, subject to paragraph 2.
2. Staff advising the applicant that any structural alteration of the two existing modular buildings will require the issue of a building permit prior to commencing alterations.

SIMPLE MAJORITY	X	VOTES FOR	6	VOTES AGAINST	0
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12. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Nil

14. ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS

Items in this section of the Agenda are presented to Council for consideration behind closed doors in accordance with the provisions of Section 5.23 of the *Local Government Act 1995* as listed below:

Section 5.23 of the *Local Government Act 1995* - Meetings generally open to public

- (1) Subject to subsection (2), the following are to be open to members of the public -
- (a) all council meetings and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.

are to be open to members of the public. Subsection (3) allows that if a meeting is being held by a council or a committee referred to in subsection (1)(b),

- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government; and

- (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;

and

- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and
- (h) such other matters as may be prescribed.

- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

14.1 APPROVAL TO CONSIDER ITEMS BEHIND CLOSED DOORS

OMC180628.13 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Ryles SECONDED: Cr R Prentice

That this meeting be closed to members of the general public at 6:05pm and that Council move behind closed doors to consider:

14.1.1 Tender 17-17 Shared Statutory Compliance Services (File Ref: 1138)

SIMPLE MAJORITY	X	VOTES FOR	6	VOTES AGAINST	0
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14.1.1 TENDER 17/17 - SHARED SERVICES STATUTORY COMPLIANCE SERVICES (FILE REF: 1133)

OMC180628.14 COUNCIL DECISION/STAFF RECOMMENDATION

MOVED: Cr R Ryles SECONDED: Cr R Prentice

That Council:

- 1. Selects the tender submitted by Moore Stephens as the preferred tender for the provision of Shared Services 'Statutory Compliance Services' as per Tender RFT17/17.**
- 2. Requests that the Chief Executive Officers of the four Shires (Laverton, Leonora, Menzies & Wiluna) meet with Moore Stephens to finalise contractual arrangements for a four (4) year period for the delivery of the Shared Services and report back to each Council.**

SIMPLE MAJORITY	X	VOTES FOR	6	VOTES AGAINST	0
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14.2	APPROVAL TO COME OUT FROM BEHIND CLOSED DOORS
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OMC180628.15 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Ryles SECONDED: Cr R Prentice

That Council come out from behind closed doors and that this meeting be reopened to members of the general public at 6:09pm.

SIMPLE MAJORITY	X	VOTES FOR	6	VOTES AGAINST	0
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15. NEXT MEETING

The next Ordinary Meeting of Council will be held on Thursday, 26 July 2018 at the Shire of Laverton Council Chambers, commencing at 5.00pm.

16. CLOSURE OF MEETING

There being no further business, the President declared the meeting closed at 6:10pm.

17. CERTIFICATION OF MINUTES

I, Patrick Hill, hereby certify that the Minutes of the Ordinary Meeting of Council held on 28 June 2018 are confirmed as a true and correct record, as per the Council resolution of the Ordinary Meeting of Council held on 26 July 2018.

SIGNED: _____ **DATED:** 26 JULY 2018



**ORDINARY MEETING OF COUNCIL
28 JUNE 2018**

ATTACHMENTS TO THE MINUTES

ATTACHMENT NO	DESCRIPTION
OMC180628-8.2.A	FLCAG Minutes
OMC180628-10.1.A	Shire President's Report
OMC180628-11.1.4.A	Statement of Financial Activity for the period ending 31 May 2018
OMC180628-11.1.5.A	Statements of Objects and Reasons
OMC180628-11.1.6.A	Proposed Schedule of 2018/19 Fees & Charges
OMC180628-11.3.1.A	RFT 07/16 "Project Management Services" Outback Way
OMC180628-11.3.2.A	LEMA Plan
OMC180628-11.4.1.A	Aerial photograph of Lot 569 Alderstone Street, Laverton
OMC180628-14.1.1.A	Collated Tenders 17/17 Shared Statutory Compliance Services
OMC180628-14.1.1.B	Tenders 17/17 Shared Statutory Compliance Services

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