



# **SHIRE OF LAVERTON**

## **AGENDA**

**FOR THE ORDINARY MEETING OF COUNCIL**

**TO BE HELD AT 5:00PM ON TUESDAY 22 MAY 2018**

**IN THE SHIRE COUNCIL CHAMBERS AT**

**9 MACPHERSON PLACE, LAVERTON WA 6440**

**SHIRE OF LAVERTON  
NOTICE OF ORDINARY COUNCIL MEETING**

Dear Council Member,

The next Ordinary Meeting of the Shire of Laverton Council will be held on Tuesday 22 May 2018 at the Shire Council Chambers, commencing at 5:00pm.

  
Peter Naylor  
Chief Executive Officer

15/05/2018

Date

**DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Laverton for any act, omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decision, which will be provided within fourteen (14) days of this meeting.

**FINANCIAL INTEREST  
(Effective 1 July 1996)**

A financial interest occurs where a Councillor, or person with whom the Councillor is closely associated, has direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.

An indirect financial interest includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.

**Councillors should declare an interest:**

- a) In a written notice given to the CEO before the meeting; or**
- b) At the meeting immediately before the matter is discussed**

A member who has declared an interest must not:

- \* preside at the part of the meeting relating to the matter; or
- \* participate in, or be present during any discussion or decision making procedure relating to the matter,

Unless the member is allowed to do so under Section 5.68 or 5.69, *Local Government Act 1995*.

Ref: *Local Government Act 1995* Division 6 – Disclosure of Financial Interest. Specifically Sections 5.60, 5.61, 5.65 and 5.67

## TABLE OF CONTENTS

<b>1. DECLARATION OF OPENING .....</b>	<b>1</b>
<b>2. ANNOUNCEMENT OF VISITORS.....</b>	<b>1</b>
<b>3. RECORD OF ATTENDANCE .....</b>	<b>1</b>
<b>3.1 PRESENT .....</b>	<b>1</b>
<b>3.2 APOLOGIES .....</b>	<b>1</b>
<b>3.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED .....</b>	<b>1</b>
<b>4. APPLICATIONS FOR LEAVE OF ABSENCE.....</b>	<b>1</b>
<b>5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....</b>	<b>1</b>
<b>6. PUBLIC QUESTION TIME.....</b>	<b>1</b>
<b>7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS.....</b>	<b>2</b>
<b>8. CONFIRMATION OF MINUTES .....</b>	<b>2</b>
<b>8.1 ORDINARY MEETING OF COUNCIL 30 APRIL 2018 (FILE REF: 793).....</b>	<b>2</b>
<b>8.2 SPECIAL MEETING OF COUNCIL 17 MAY 2018 (FILE REF: 793).....</b>	<b>2</b>
<b>9. PETITIONS / DEPUTATIONS / PRESENTATIONS.....</b>	<b>3</b>
<b>10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION.....</b>	<b>3</b>
<b>11. REPORTS OF COMMITTEES AND OFFICERS .....</b>	<b>3</b>
<b>11.1 FINANCE AND ADMINISTRATION BUSINESS .....</b>	<b>3</b>
11.1.1 Accounts Paid as at 30 April 2018 (File Ref: 1202) .....	3
11.1.2 Outstanding Debtors Report as at 30 April 2018 (File Ref: 33) .....	9
11.1.3 Bank Reconciliation Report as at 30 April 2018 (File Ref: 1193) .....	10
11.1.4 Statement of Financial Activity for the Period Ended 30 April 2018 (File Ref: 1193) .....	13
<b>11.2 ENVIRONMENTAL HEALTH/BUILDING SURVEYOR BUSINESS .....</b>	<b>14</b>
11.2.1 Demolition of former Post Office Building (File Ref: 0948) .....	14
<b>11.3 WORKS AND SERVICES BUSINESS .....</b>	<b>17</b>
11.3.1 Bush Fire Notice – Certificate of Costs and Expenses (File Ref: 0700) ...	17
<b>11.4 PLANNING AND DEVELOPMENT BUSINESS.....</b>	<b>19</b>
11.4.1 St John Ambulance Laverton Sub-Centre (File Ref: 0727) .....	19
11.4.2 WALGA 2018 Local Government Convention and AGM (File Ref: 1090)	22
<b>12. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN     GIVEN.....</b>	<b>25</b>

<b>13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING .....</b>	<b>25</b>
<b>14. ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS .....</b>	<b>25</b>
<b>14.1 APPROVAL TO CONSIDER ITEMS BEHIND CLOSED DOORS .....</b>	<b>26</b>
14.1.1 Appointment of Deputy Ceo/Executive Manager Corporate & Community Services .....	26
14.1.2 Changing Methods Of Valuation Of Land – Gruyere Joint Venture (File Ref: 222) .....	26
14.1.3 Write Off Outstanding Rates and Charges – Assessments 10053 and 9617-9629 Inclusive (File Refs: 1110 & 1214) .....	26
14.1.4 Write Off Outstanding Rates and Charges – Assessments 10129-10133 and 10291-10292 (File Ref: 1214) .....	26
<b>14.2 APPROVAL TO COME OUT FROM BEHIND CLOSED DOORS .....</b>	<b>27</b>
<b>15. NEXT MEETING .....</b>	<b>27</b>
<b>16. CLOSURE OF MEETING .....</b>	<b>27</b>
<b>17. CERTIFICATION .....</b>	<b>27</b>

## ATTACHMENTS

ATTACHMENT NO	DESCRIPTION	DISTRIBUTION
OMC180522-10.1.A	President's Report	Tabled
OMC180522-11.1.4.A	Statement of Financial Activity for the period ending 30 April 2018	Appendix I
OMC180522-11.2.1.A	Kalgoorlie Salvage & Demolition	Appendix I
OMC180522-11.2.1.B	Certificate of Title	Appendix I
OMC180522-11.3.1.A	Schedule of Costs and Expenses	Appendix I
OMC180522-11.4.1.A	Letter from St John Ambulance Laverton Sub-Centre	Appendix I
OMC180522-11.4.1.B	Diagram showing intended donga placement	Tabled
OMC180522-11.4.2.A	WALGA 2018 Convention & AGM Information	Appendix I

## CONFIDENTIAL ATTACHMENTS DISTRIBUTED SEPARATELY

OMC180522-14.1.1.A	Letter of Application	Appendix II
OMC180522-14.1.1.B	Résumé	Appendix II
OMC180522-14.1.1.C	Letter of Offer of Appointment	Appendix II
OMC180522-14.1.1.D	Draft Contract of Employment	Appendix II
OMC180522-14.1.2.A	GoldFields Gruyere Management Pty Ltd	Appendix II
OMC180522-14.1.2.B	Rating Policy – Valuation of Land – Mining	Appendix II
OMC180522-14.1.2.C	Letter from Department of Local Government, Sport & Cultural Industries	Tabled
OMC180522-14.1.3.A	Item from OMC170921	Appendix II
OMC180522-14.1.3.B	Magistrate's Court Order 29 August 2017	Appendix II
OMC180522-14.1.4.A	Overdue Rates Notices	Appendix II
OMC180522-14.1.4.B	Correspondence with AMPAC Debt Recovery	Appendix II
OMC180522-14.1.4.C	Business Names Search	Appendix II





---

# **MINUTES**

## **OF THE ORDINARY MEETING OF COUNCIL**

### **HELD AT 5:00PM TUESDAY 22 MAY 2018**

### **IN THE SHIRE OF LAVERTON COUNCIL CHAMBERS**

#### **1. DECLARATION OF OPENING**

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

#### **2. ANNOUNCEMENT OF VISITORS**

The President welcomed the following visitors to the meeting:

#### **3. RECORD OF ATTENDANCE**

##### **3.1 PRESENT**

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

##### **3.2 APOLOGIES**

Nil

##### **3.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Cr Shaneane Weldon	Deputy President
--------------------	------------------

#### **4. APPLICATIONS FOR LEAVE OF ABSENCE**

There were no applications for Leave of Absence at the time of preparing this Agenda.

## **5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

## **6. PUBLIC QUESTION TIME**

There were no Public Questions tabled.

## **7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

The following items are listed in Section 14 for discussion behind closed doors:

- 14.1 Appointment of Deputy CEO/Executive Manager Corporate & Community Services (File Ref: TBA)
- 14.2 Changing Methods of Valuation of Land – Gruyere Joint Venture (File Ref: 222)
- 14.3 Write Off Outstanding Rates and Charges – Assessments 10053 & 9617-9629 Inclusive (File Refs: 1214 & 1110)
- 14.4 Write Off Outstanding Rates and Charges – Assessments 10129-10133 & 10291-10292 (File Ref: 1214)

## **8. CONFIRMATION OF MINUTES**

<b>8.1 ORDINARY MEETING OF COUNCIL – 30 APRIL 2018 (FILE REF: 793)</b>
--

### **VOTING REQUIREMENTS**

Simple majority decision of Council required.

### **OMC180522.01 COUNCIL DECISION/OFFICER RECOMMENDATION**

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That the Minutes of the Ordinary Meeting of Council held on 30 April 2018, be confirmed as a true and correct record of proceedings.**

SIMPLE MAJORITY	<input type="checkbox"/>	VOTES FOR	<input type="checkbox"/>	VOTES AGAINST	<input type="checkbox"/>
--------------------	--------------------------	--------------	--------------------------	------------------	--------------------------



<b>8.2 SPECIAL MEETING OF COUNCIL – 17 MAY 2018 (FILE REF: 793)</b>
---

**VOTING REQUIREMENTS**

Simple majority decision of Council required.

**OMC180522.02 COUNCIL DECISION/OFFICER RECOMMENDATION**

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That the Minutes of the Special Meeting of Council held on 17 May 2018, be confirmed as a true and correct record of proceedings.**

SIMPLE MAJORITY	<input type="checkbox"/>	VOTES FOR	<input type="checkbox"/>	VOTES AGAINST	<input type="checkbox"/>
--------------------	--------------------------	--------------	--------------------------	------------------	--------------------------

**9. PETITIONS/DEPUTATIONS/PRESENTATIONS**

There were no petitions/deputations or presentations scheduled for this meeting at the time of preparing this Agenda.

**10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

<b>10.1 PRESIDENT'S REPORT (FILE REF: 198)</b>
--

Cr Patrick Hill tabled his President's Report (Attachment OMC180522-10.1.A) for the period prior to this meeting.

**OMC180522.03 COUNCIL DECISION/PROCEDURAL MOTION**

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That the President's report (Attachment OMC180522-10.1.A) as tabled, be received.**

SIMPLE MAJORITY	<input type="checkbox"/>	VOTES FOR	<input type="checkbox"/>	VOTES AGAINST	<input type="checkbox"/>
--------------------	--------------------------	--------------	--------------------------	------------------	--------------------------

## 11. COUNCIL BUSINESS

### 11.1 FINANCE AND ADMINISTRATION BUSINESS

#### 11.1.1 ACCOUNTS PAID AS AT 30 APRIL 2018 (FILE REF: 1091)

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 22 May 2018
<b>DISCLOSURE OF INTEREST:</b>	None
<b>OWNER/APPLICANT:</b>	Shire of Laverton
<b>AUTHOR:</b>	Natasha Fuamatu, Accounts Officer
<b>SENIOR OFFICER:</b>	Robyn Smith, Finance and Administration Manager
<b>PREVIOUS MEETING REFERENCE:</b>	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	16/04/18	Printing costs - different departments	-2,705.77
Activ8 Me - DD	Debit	30/04/18	Wireless router for Community Development Manager & Youth Officer office	-213.00
AirBP	Debit	16/04/18	Jet A1 Fuel	-51,056.61
Allied Projects - EFT		19/04/18	Project Management Fee - March 2018	-10,560.00
Altronic-EFT		19/04/18	Items for Youth Science Project	-172.01
Anderson Munro & Wyllie - EFT		19/04/18	2015-16 Roads to Recovery Grant Acquittal Audit	-1,320.00
Ashdown Ingram - EFT		19/04/18	Parts & Repairs	-807.96
Atom Supply - EFT		19/04/18	Parts & Repairs	-1,590.51
Australia Post - EFT		19/04/18	Postage Charges	-171.19
Australian Super - EFT		16/04/18	Employee Superannuation 01-03-2018 to 31-03-2018	-2,209.33

Creditor	Type	Date	Description	Amount
Australian Taxation Office - EFT		19/04/18	Super Guarantee Shortfall 22-01-2018 to 20-02-2018	-5.87
		19/04/18	BAS Statement 01-03-2018 to 31-03-2018	-234,016.00
Australian Wildflower Seeds - EFT		19/04/18	Great Beyond Merchandise	-251.60
BMG Productions-EFT		19/04/18	Supply of Lighting & Audio Equipment for Laverfest Celebrations 25-27 May 2018	-13,748.90
BOC Limited - EFT		19/04/18	Gas Charges	-53.64
Boulia Shire Council - EFT		19/04/18	Catering for Outback Highway AGM in Boulia 27-09-17 to 28-09-17	-176.00
Boya Equipment-EFT		19/04/18	Parts & Repairs	-2,144.32
Bridgestone Australia - EFT		19/04/18	Parts & Repairs	-560.01
Bunnings Group Limited - EFT		19/04/18	Maintenance items for Shire properties & staff housing	-2,222.04
C&A Taylor Grading Pty Ltd - EFT		10/04/18	Supply of Plant & Operators for Outback Way Roadworks - SLK 382-35	-451,024.02
		19/04/18	Supply of Plant & Operators for Outback Way Roadworks SLKI 385-435	-339,984.85
Champion Music - EFT		19/04/18	50% Deposit for Laverfest 2018 - Opening Show, Community Ball & Closing Party	-3,740.00
Chefmaster Australia - EFT		19/04/18	Rubbish Bags	-413.35
Coffee & Tea Supplies - EFT		19/04/18	Great Beyond Café Goods	-720.81
Courier Australia - EFT		19/04/18	Freight Charges	-930.18
Covs Auto, Mining & Industrial - EFT		19/04/18	Parts & Repairs	-284.34
Dacian Gold Limited		19/04/18	NAB Reversal credit. Incorrect Bank Details for Refund of Tenement Deaths 07-03-2018.	-1,080.71
Dept Fire & Emergency Services - EFT		19/04/18	ESL For March 2018	-243.87
Dept of Communities (Housing)-EFT		19/04/18	To return payment for invoices 5503 & 5504 paid twice.	-264.00
Dept of Transport	Debit	03/04/18	Licensing	-85.00
	Debit	04/04/18	Licensing	-1,471.55
	Debit	10/04/18	Licensing	-1,335.60
	Debit	11/04/18	Licensing	-20,812.25
	Debit	12/04/18	Licensing	-1,052.05
	Debit	13/04/18	Licensing	-131.35
	Debit	16/04/18	Licensing	-819.15
	Debit	17/04/18	Licensing	-20,615.70
	Debit	18/04/18	Licensing	-691.75
	Debit	19/04/18	Licensing	-63.70

Creditor	Type	Date	Description	Amount
	Debit	20/04/18	Licensing	-7,206.00
	Debit	23/04/18	Licensing	-429.10
	Debit	27/04/18	Licensing	-425.35
Desert Inn Hotel - EFT		19/04/18	Catering for Council dinner & Mining Liaison Meeting	-705.00
Desert Sands Cartage - EFT		10/04/18	Supply & Delivery of Aggregate of Great Central Road	-51,620.69
DPIRD-EFT		30/04/18	Payment of Net Balance of Funds relating to R4R Grant for Laverton Community Hub Project	-1,493,697.70
Eagle Petroleum (WA) - EFT		19/04/18	Diesel for Shire vehicles	-60,705.64
Easifleet-EFT	Debit	26/04/18	Novated Lease Agreement	-1,703.53
Eastgold Dairy Distributors - EFT		19/04/18	Great Beyond Café Goods	-266.25
Elite Gym Hire - EFT		19/04/18	Hire of Gym Equipment	-660.00
First National Real Estate - EFT		19/04/18	CRC & Library Rental 01-05-2018 to 31-05-2018	-2,090.00
Forman Brothers - EFT		19/04/18	Plumbing repairs for Shire properties	-1,078.00
Goldfields Tourism Network Assoc - EFT		19/04/18	Great Beyond Merchandise and funding for TV production	-2,823.19
Goldfields Truck Power - EFT		19/04/18	Parts & Repairs	-641.61
Goldline Distributors - EFT		19/04/18	Great Beyond Café Goods	-905.66
Goldrush Tours - EFT		19/04/18	Bus Charges Feb 2018	-1,090.55
Harvey Norman Kalgoorlie - EFT		19/04/18	Sunbeam Kettle for P50	-57.00
Have a Go News		19/04/18	Advertisement for Great Beyond	-359.70
HESTA Super Fund - EFT		16/04/18	Employee Superannuation 01-03-2018 to 31-03-2018	-91.11
Hitachi Construction Machinery - EFT		19/04/18	Parts & Repairs	-263.41
Horizon Power	13165	10/04/18	Electricity use charges on Shire properties	-27,323.72
	13166	19/04/18	Electricity use charges on Shire properties	-1,789.38
HostPlus Super - EFT		16/04/18	Employee Superannuation 01-03-2018 to 31-03-2018	-656.40
Intrust Super - EFT		16/04/18	Employee Superannuation 01-03-2018 to 31-03-2018	-745.12
IT Vision-EFT		19/04/18	Synergy Soft Server Ed incl. Database Licenses to 31-03-2019	-10,164.00
Jason Signmakers - EFT		19/04/18	Traffic equipment	-264.00
Jaycar Electronics-EFT		19/04/18	Items for Youth Science Project	-691.70
JB Books - EFT		19/04/18	Great Beyond Books	-1,325.72
JB Hi-Fi-EFT		19/04/18	Items for Youth Activities	-1,075.00
Kalgoorlie Furniture		19/04/18	Furniture for employee accommodation	-944.00
Kalgoorlie Retravisation - EFT		19/04/18	Items for staff housing	-272.00

Creditor	Type	Date	Description	Amount
KBCCI-EFT		19/04/18	Subscription and contribution towards economic development conference	-3,655.00
Kevin Naidu EFT		10/04/18	Resources for Youth Centre & Activities	-693.68
		19/04/18	Resources for Youth Centre & Activities	-587.53
Landgate - EFT		19/04/18	Valuation expenses for properties	-1,793.00
Laverton Supplies Motors-EFT		19/04/18	General supplies for different departments	-231.41
Laverton Supplies WA- EFT		19/04/18	General supplies for different departments	-179.91
Martine Perret Photographer-EFT		19/04/18	Great Beyond Merchandise	-126.06
McMahon Burnett Transport - EFT		19/04/18	Freight Charges	-71.98
MLC Masterkey Superannuation-EFT		16/04/18	Employee Superannuation 01-03-2018 to 31-03-2018	-749.66
Moore Stephens - EFT		19/04/18	Financial Management Fees	-8,122.40
NACAP-EFT		19/04/18	General Bond & Key Deposit Refund for Hire of Hall 15-03-2018 to 20-03-2018.	-150.00
National Australia Bank	Debit	03/04/18	Credit Card Charges 01-03-2018 to 28-03-2018	-4,969.22
	Debit	10/04/18	NAB Connect Fee for January 2018	-78.48
		11/04/18	Salaries	-89,959.49
		25/04/18	Salaries	-78,297.14
	Debit	27/04/18	Account Transactions 01-02-2018 to 28-02-2018	-101.73
	Debit	30/04/18	Transaction Fees for April 2018	-38.70
National Pumps & Energy - EFT		10/04/18	Hire of Pump Equipment on Great Central Road	-16,213.12
One Tree Community Services		19/04/18	Overpayment of Rates for A269	-299.00
Onedex Communications Pty Ltd-EFT		10/04/18	Purchase of Solar Light Poles	-15,747.93
Peerless Jal Pty Ltd - EFT		01/04/18	Cleaning products for different departments	-1,421.28
PFD Food Services Pty Ltd - EFT		19/04/18	Great Beyond Café Goods	-1,081.30
Pier Street Medical Pty Ltd - EFT		01/04/18	Medical Services Retainer 01-04-2018 to 30-06-2018	-56,045.00
Pivotel Satellite Pty Limited	13167	19/04/18	Satellite Phone Charges	-588.86
Powerchill - EFT		19/04/18	Repairs for electrical issues on Shire properties	-176.00
PWT Electrical - EFT		19/04/18	Repairs for electrical issues on Shire properties	-1,661.02
Regis Resources-EFT		19/04/18	Refund for Tenement Deaths A10829, 10151, 10152	-338.64

Creditor	Type	Date	Description	Amount
Robin Prentice - EFT.		19/04/18	Council Attendance Fees - Jan, Feb & Mar 2018	-2,350.00
Royal Flying Doctor Service.		19/04/18	Donation for RFDS 2017-18	-2,000.00
Royal Life Saving - EFT		19/04/18	Disbursements for audit & swimming classes	-1,312.60
Shawmac Pty Ltd - EFT		10/04/18	Additional Detailed GCR Upgrade Design	-2,343.00
Sheridans Badges & Engraving-EFT		19/04/18	Badges for Department Staff & Councils	-782.32
Shire of Leonora - EFT		19/04/18	Health/Building Services Report 14th-23rd Mar 2018	-3,507.50
SkyMesh - DD	Debit	11/04/18	NBN Connection @ 8 Leahy CI 11-04-2018 to 10-05-2018	-59.95
Star Track Express - EFT		19/04/18	Freight Charges	-71.59
Stark Aviation Pty Ltd - EFT		19/04/18	Water Detecting Capsules Boxes Batch plus Postage & Handling	-354.00
Sun Super		16/04/18	Employee Superannuation 01-03-2018 to 31-03-2018	-282.19
Sunsuper - EFT		16/04/18	Employee Superannuation 01-03-2018 to 31-03-2018	-843.30
Telstra	13168	19/04/18	Landline & Mobile Phone Charges	-3,335.12
Truckline - EFT		10/04/18	Parts & Repairs	-7,941.84
		19/04/18	Parts & Repairs	-40.24
WA Super - EFT		16/04/18	Employee Superannuation 01-03-2018 to 31-03-2018	-32,378.12
Water Corporation	13164	10/04/18	Water use and sewerage charges on Shire properties	-29,032.00
Westland Autos Pty Ltd - EFT		01/04/18	Parts & Repairs	-895.91
Westrac Pty Ltd - EFT		19/04/18	Parts & Repairs	-2,094.51
Winc. Australia Pty Ltd-EFT		19/04/18	Stationery Items for different departments	-1,227.29
WML Consultants Pty Ltd - EFT		19/04/18	Consulting Fees on Projects	-62,701.53
Workwear Group - EFT		19/04/18	Employee Uniforms	-289.70
Wren Oil - EFT		19/04/18	Collection & Disposal of Waste Oil	-990.00
<b>Total</b>				<b>-3,280,029.77</b>

## 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.

### OMC180522.04 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

That Council acknowledges receipt of the list of payments made under Delegation 21 as per the submitted list totalling \$3,280,029.77 and summarised as following:

<b>Cheque Numbers</b>	<b>13164 – 13168</b>	<b>\$62,069.08</b>
<b>Direct Debit Payments</b>	<b>01/04/2018 to 30/04/2018</b>	<b>\$55,738.86</b>
<b>Licensing Transfers</b>	<b>01/04/2018 to 30/04/2018</b>	<b>\$55,138.55</b>
<b>Bank Fees</b>	<b>01/04/2018 to 30/04/2018</b>	<b>\$218.91</b>
<b>VISA Payments</b>	<b>01/04/2018 to 30/04/2018</b>	<b>\$4,969.22</b>
<b>EFT Payments</b>	<b>01/04/2018 to 30/04/2018</b>	<b>\$2,933,638.52</b>
<b>Salary and Wages</b>	<b>01/04/2018 to 30/04/2018</b>	<b>\$168,256.63</b>
<b>Total Payments</b>		<b>\$3,280,029.77</b>

SIMPLE MAJORITY ☐ VOTES FOR ☐ VOTES AGAINST ☐

---

**11.1.2 OUTSTANDING DEBTORS REPORT AS AT 30 APRIL 2018 (FILE REF: 0033)**

---

**SUBMISSION TO:** Ordinary Meeting of Council, 22 May 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 30 April 2018 is \$1,573,262.23. A detailed list of Debtor Balances is provided in the March/April 2018 Information Bulletin.

The total debtor balance includes:

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
<b>General Debtors</b>	191,830.15	1,337,273.49	66.00	6,825.90	64,833.50	1,600,829.04
<b>Doubtful Debt</b>	0.00	0.00	0.00	0.00	-329,000.00	-329,000.00
<b>Rates</b>	-189,262.41	33,794.05	-12,486.38	-632.56	470,020.49	301,433.19
<b>TOTAL</b>	<b>2,567.74</b>	<b>1,371,067.54</b>	<b>-12,420.38</b>	<b>6,193.34</b>	<b>205,853.99</b>	<b>1,573,262.23</b>

## VOTING REQUIREMENTS

Simple majority decision of Council required.

### OMC180522.05 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That the report of Outstanding Debtors as at 30 April 2018 be received.**

SIMPLE MAJORITY ☐ VOTES FOR ☐ VOTES AGAINST ☐

<b>11.1.3</b>	<b>BANK RECONCILIATION REPORT AS AT 30 APRIL 2018 (FILE REF: 1193)</b>
---------------	--

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 22 May 2018
<b>DISCLOSURE OF INTEREST:</b>	None
<b>OWNER/APPLICANT:</b>	Not applicable
<b>AUTHOR:</b>	Robyn Smith, Finance and Administration Manager
<b>SENIOR OFFICER:</b>	Ron Scantlebury, Acting Executive Manager Corporate and Community Services
<b>PREVIOUS MEETING REFERENCE:</b>	Not applicable

## **MATTER FOR CONSIDERATION**

The report presented reflects the reconciliation of the Council's bank accounts, including invested funds, as at 30 April 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 30 APRIL 2018**

	MUNICIPAL FUND	OBH DEV. FUND (HELD IN TRUST ACCOUNT)	INVESTMENT - RESERVES	RESTRICTED CASH FUND (TRUST)
<b>Balance as per General Ledger :</b>				
A01101 Municipal Fund	285,496.82			
A1102 Unrestricted Short Term Investment				
A01110 Term Deposit Reserves/Muni			2,775,966.47	
A1000 Restricted Cash Fund				35,420.52
A1104 LA Community Hub Investment	4,137,758.77			
A1001 Outback Highway Tourism Fund		6,506.01		
A1002 Outback Hwy Development Fund		168,800.10		
	<b>4,423,255.59</b>	<b>175,306.11</b>	<b>2,775,966.47</b>	<b>35,420.52</b>
<b>Balance as per Bank Statement</b>	1,777,294.52	175,306.11	2,775,966.47	35,420.52
<b>Adjustments</b>				
Un-receipted Income				
Outstanding Deposits	2,522.54			
	1,779,817.06	175,306.11	2,775,966.47	35,420.52
Less Outstanding Cheques/Withdrawal	1,494,320.24			
<b>Reconciled Balance</b>	<b>285,496.82</b>	<b>175,306.11</b>	<b>2,775,966.47</b>	<b>35,420.52</b>
Variance	0.00	0.00	0.00	0.00

**VOTING REQUIREMENTS**

Simple majority decision of Council required.

**OMC180522.06 COUNCIL DECISION/OFFICER RECOMMENDATION**

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That Council accept the Bank Reconciliation Report as at 30 April 2018, as outlined above.**

SIMPLE MAJORITY ☐ VOTES FOR ☐ VOTES AGAINST ☐

<b>11.1.4</b>	<b>STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 APRIL 2018 (FILE REF: 1193)</b>
---------------	--

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 22 May 2018
<b>DISCLOSURE OF INTEREST:</b>	None
<b>OWNER/APPLICANT:</b>	Not applicable
<b>AUTHOR:</b>	Robyn Smith, Finance and Administration Manager
<b>SENIOR OFFICER:</b>	Ron Scantlebury, Acting Executive Manager Corporate and Community Services
<b>PREVIOUS MEETING REFERENCE:</b>	Not applicable

**MATTER FOR CONSIDERATION**

To accept the Statement of Financial Activity for the period ended 30 April 2018.

**ATTACHMENTS**

OMC180522-11.1.4.A	Statement of Financial Activity for the period ending 30 April 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.

### OMC180522.07 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That Council accept the Statement of Financial Activity for the period ended 30 April 2018 as presented (Attachment OMC180522-11.1.4.A).**

SIMPLE MAJORITY	<input type="checkbox"/>	VOTES FOR	<input type="checkbox"/>	VOTES AGAINST	<input type="checkbox"/>
--------------------	--------------------------	--------------	--------------------------	------------------	--------------------------

## 11.2 ENVIRONMENTAL HEALTH & BUILDING SERVICES BUSINESS

<b>11.2.1 FORMER POST OFFICE BUILDING (FILE REF: 0948)</b>
--

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 22 May 2018
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter
<b>OWNER/APPLICANT:</b>	Shire of Laverton
<b>AUTHOR:</b>	Peter Naylor, Chief Executive Officer
<b>PREVIOUS MEETING REFERENCE:</b>	Not applicable

## MATTER FOR CONSIDERATION

For Council to consider the future of the former Post Office Building and the possible demolition thereof.

## **ATTACHMENTS**

OMC180522-11.2.1.A	Kalgoorlie Salvage & Demolition Quotation
OMC180522-11.2.1.B	Certificate of Title

## **APPLICANT'S SUBMISSION**

Not applicable.

## **BACKGROUND**

The former Post Office Building is owned in freehold title by the Shire of Laverton on Certificate of Title V1627 F136, and is located on Lot 33 (No 24) Augusta Street, Laverton.

The building is in a poor state of repair and is becoming a dangerous structure in the centre of the town area that potentially could present a major liability issue for Council.

At the Discussion Forums on 22 March and 26 April 2018, Council informally discussed the future of the former Post Office Building and requested the Chief Executive Officer to obtain quotations from qualified demolition companies with a view to demolishing the building.

## **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.

### ***Building Act 2011***

### ***Building Regulations 2012***

### ***Occupational Safety and Health Regulations 1996***

## **POLICY IMPLICATIONS**

Council has no policies in respect to this matter.

## **FINANCIAL IMPLICATIONS**

The recommendation of this report has no financial implications for Council in the current financial year. It is proposed that works to demolish the building, if indeed that is what Council decides, will be provided for in the 2018/19 Budget.

## **STRATEGIC IMPLICATIONS**

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

## **CONSULTATION**

Nil.

## **COMMENT**

The Chief Executive Officer contacted two companies who carry out building demolition work in the northern Goldfields.

Kalgoorlie Salvage & Demolition have provided a quotation with two options:

- Option 1: \$6,732 (GST Incl) – provides for demolition of the building if the company is working in the area and saves on mobilisation costs. Also Council will be responsible for removing the rubble from the property to the refuse site and leaving the site clean and tidy.
- Option 2: \$10,252 (GST Incl) – this quotation includes mobilisation costs if the company is not working in the area and needs to mobilise from Kalgoorlie. The rest of the conditions are the same as Option 1.

The other company contacted visited the property to undertake a site inspection. Following the site inspection the company representative did not appear very interested in proceeding with the proposed works and provided a verbal quotation that was quite extreme and unreasonable.

Therefore it is being recommended that should Council wish to proceed with the demolition of the former Post Office building that Quotation 1 provided by Kalgoorlie Salvage and Demolition be accepted and that provision be included on the 2018/19 Shire of Laverton Budget to carry out the works.

## **VOTING REQUIREMENTS**

Simple majority decision of Council required.

## **OMC180522.08 COUNCIL DECISION/OFFICER RECOMMENDATION**

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That Council:**

- 1. Authorises the Chief Executive Officer to proceed with the Demolition of the former Post Office Building located at Lot 33 (No 24) Augusta Street, Laverton.**

2. **Accepts the Quotation (No 1) as provided by Kalgoorlie Salvage & Demolition for demolition of the building at cost of \$6,732 (GST Incl), with Council staff being responsible for removing the rubble from the property to the refuse site and leaving the site clean and tidy.**
3. **Requests that provision be included on the 2018/19 Shire of Laverton Budget for the works.**

SIMPLE  
MAJORITY

☐

VOTES  
FOR

☐

VOTES  
AGAINST

☐

### 11.3 WORKS AND SERVICES BUSINESS

<b>11.3.1 BUSH FIRE NOTICE – CERTIFICATE OF COSTS AND EXPENSES (FILE REF: 700)</b>
--

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 22 May 2018
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter
<b>OWNER/APPLICANT:</b>	Shire of Laverton
<b>AUTHOR:</b>	Sean Wells, Engineering Technical Officer
<b>SENIOR OFFICER:</b>	Les Vidovich, Executive Manager Technical Services
<b>PREVIOUS MEETING REFERENCE:</b>	Not applicable

#### MATTER FOR CONSIDERATION

Fixing of costs and expenses to carry out fire preventative measures to various non-compliant properties in the Laverton town site with respect to the 2017/18 Bush Fire Notice/*Bush Fires Act 1954* in order to recover said costs from the owners.

#### ATTACHMENTS

OMC180522-11.3.1.A      Schedule of Costs and Expenses

#### APPLICANT'S SUBMISSION

Not applicable.

#### BACKGROUND

The purpose of the Bush Fire Notice is to ensure fire hazards (flammable material) are controlled or removed from land within the Laverton town site.

Whilst most property owners ultimately comply with the requirements of the Bush Fire Notice, there are unfortunately some who neglect to do so. In these cases the Shire has the authority to carry out the necessary fire preventative measures. Section 33(4) of the *Bush Fires Act 1954* authorises the Shire to carry out the work while Section 33(5) provides for the recovery of costs.



## **STATUTORY ENVIRONMENT**

### ***Bush Fires Act 1954***

- Sec. 33(4) – Where an owner or occupier of land... fails or neglects to comply with the requisitions of the notice within the time specified in the notice –
- (a) The local government may direct its bush fire control officer, or any other officer of the local government, to enter upon the land of the owner or occupier and to carry out the requisitions of the notice which have not been complied with;
  - (b) ... with such servants, workmen, or contractors, and with such vehicles, machinery, and appliances as he deems fit... to carry out the requisitions of the notice.
- Sec. 33(5) – The amount of any costs and expenses incurred by the bush fire control officer or other officer in [carrying out the notice] –
- (a) Shall be ascertained and fixed by the local government and a certificate signed by the mayor or president of the local government shall be prima facie evidence of the amount; and
  - (b) May be recovered by the local government... as a debt due from the owner or occupier of land....

## **POLICY IMPLICATIONS**

Policy 03.21 Charges Against Land – Fire Preventative Costs

## **FINANCIAL IMPLICATIONS**

Recovery of costs and expenses totalling \$4,938.01 as detailed in attachment OMC180522-11.1.1.A – Schedule of Costs and Expenses.

## **STRATEGIC IMPLICATIONS**

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

## **CONSULTATION**

Correspondence to property owners being firstly the issue of the 2017/18 Bush Fire Notice along with Rates Notices on 13 September 2017, and secondly the issue of a 'Warning Notice' on 31 October 2017 to those not compliant by the deadline.

## **COMMENT**

The costs and expenses incurred by the Shire in carrying out the fire preventative measures on 33 non-compliant properties were comprised of plant and equipment operating costs (charged as per the hourly rates set by Council for private works), and administrative expenses (calculated at 10%). Attachment OMC180522-11.3.1.A details the individual costs to be charged to each property.

Upon Council fixing the Costs and Expenses and the President signing a certification of the same, this becomes prima facie evidence of the amount and may be recovered by the Shire. In accordance with recently implemented Policy 03.21, invoices will be issued to owners and if not paid within 3 months, any outstanding charges will be added as a rates debt to the property.

The Schedule of Costs and Expenses (Attachment OMC180522-11.3.1.A) is in the form of a certificate of costs and expenses and provides an overview, however DFES have also recommended that one Certificate of Costs and Expenses be created per property owner. These have not been attached to this Agenda item, but will also require the President's signature

## VOTING REQUIREMENTS

Simple majority decision of Council required.

### OMC180522.09 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

That pursuant to Section 33(5) of the *Bush Fires Act 1954*, Council shall:

1. Fix the costs and expenses of fire preventative measures as shown in Attachment OMC180522-11.3.1.A totalling \$4,938.01; and
2. Authorise the recovery of costs as indicated per property from the owners.

SIMPLE MAJORITY	<input type="checkbox"/>	VOTES FOR	<input type="checkbox"/>	VOTES AGAINST	<input type="checkbox"/>
--------------------	--------------------------	--------------	--------------------------	------------------	--------------------------

## 11.4 PLANNING AND DEVELOPMENT BUSINESS

### 11.4.1 ST JOHN AMBULANCE LAVERTON SUB-CENTRE (FILE REF: 0727)

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 22 May 2018
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter
<b>OWNER/APPLICANT:</b>	St John Ambulance Laverton Sub-Centre
<b>AUTHOR:</b>	Peter Naylor, Chief Executive Officer
<b>PREVIOUS MEETING REFERENCE:</b>	Not applicable.

## MATTER FOR CONSIDERATION

For Council to consider an application from the St John Ambulance Laverton Sub-Centre for provision of one of the four bedroom, two bathroom modular buildings currently stored at the Laverton Airfield to be placed at the Sub-Centre site in Laverton for purpose of overnight accommodation for the visiting Community Paramedic.

---

## **ATTACHMENTS**

- OMC180522-11.4.1.A      St John Ambulance Laverton Sub-Centre Letter  
OMC180522-11.4.1.B      Diagram Showing Intended Donga Placement

## **APPLICANT'S SUBMISSION**

Refer to attached letter, attachment OMC180522-11.4.1.A.

## **BACKGROUND**

Council is in receipt of a letter of application from the St John Ambulance requesting provision of one of the four bedroom two bathroom modular buildings currently in storage at the Laverton Airfield to be placed at the Sub-Centre site to accommodate (overnight) the visiting Community Paramedic when in Laverton.

The land, being Lot 472, is in the ownership of the Laverton Shire on Certificate of Title V1691 F451, and zoned Community Purposes in the Shire of Laverton Town Planning Scheme No 2.

The St John Ambulance Sub-Centre occupies part of this property by virtue of a 21 year Lease Agreement entered into with the Shire on 26 May 1990 and expiring on 25 May 2020. The agreement has provision for renewal of the lease.

The Lease, Schedule Item 9, states that the permitted use of the property is for "Ambulance Transport and First Aid Training and associated activities". Item 10 provides that the Lessee may construct a building and other improvements on the Premises in accordance with plans and specifications first approved in writing by the Lessor.

## **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.

### ***Planning and Development Act 2005***

## **POLICY IMPLICATIONS**

Shire of Laverton Town Planning Scheme No 2 – Part 3 Reserves, and Part 10 Procedure for Dealing with Applications.

## **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**

St John Ambulance Laverton Sub-Centre.

## **COMMENT**

The application from St Ambulance certainly is worthy of Council consideration and the endeavour to provide on-site overnight accommodation at the Sub-Centre site for the visiting Community Paramedic has merit.

The modular buildings stored at the Airfield are surplus to requirements at the present time and therefore the availability of one of the buildings for the intended purpose does not present a significant problem.

The Chief Executive Officer has contacted the St John Ambulance and requested additional information to support their application, such as a site plan and their intentions to perhaps clad the exterior of the building to improve the visual amenity of a modular building being located close to the town entrance. Unfortunately at the time of preparing this report the information has not been forthcoming.

## **VOTING REQUIREMENTS**

Simple majority decision of Council required.

## **OMC180522.10 COUNCIL DECISION/OFFICER RECOMMENDATION**

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

### **That Council:**

- 1. Informs the St John Ambulance Laverton Sub-Centre that it is prepared to provide a four bedroom two bathroom modular building to the Sub-Centre with the intended purpose of providing overnight accommodation for the visiting Community Paramedic.**
- 2. Provides In-Principle planning approval for the application subject to the provision of, and understanding that the following processes need to be followed:**
  - a) provision of a proposed site plan;**

- b) advice of their intentions in relation to the possibility of applying a cladding to the exterior of the building and installation of a gabled roof to improve the visual amenity;
- c) the need to apply for a building permit for placement of the building; and
- d) the need to connect the building to the town sewer system.

SIMPLE VOTES VOTES  
MAJORITY ☐ FOR ☐ AGAINST ☐

<b>11.4.2 WALGA 2018 LOCAL GOVERNMENT CONVENTION AND AGM (FILE REF: 1090)</b>
---

**SUBMISSION TO:** Ordinary Meeting of Council, 22 May 2018

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Not applicable

**AUTHOR:** Tiffany Farlow, Executive Assistant to the CEO

**SENIOR OFFICER:** Peter Naylor, Chief Executive Officer

**PREVIOUS MEETING REFERENCE:** Not applicable.

### **MATTER FOR CONSIDERATION**

The 2018 WALGA Trade Exhibition and WA Local Government Convention will be held from 01-03 August 2018 (Wednesday to Friday), with various pre and post Conference training opportunities for Councillors. Information about the 2018 Convention has previously been distributed to all Councillors.

The Mayors and Presidents Forum is scheduled for Tuesday 31 July 2018.

The WALGA 2018 AGM, WALGA's State and Local Government Forum and the GVROC August meeting are all scheduled for Wednesday 1 August 2018.

### **ATTACHMENTS**

Nil

### **APPLICANT'S SUBMISSION**

Council needs to determine the numbers of members and officers who will be attending the convention as voting delegates and observers, in order to make advance accommodation and travel plans to take advantage of earlybird offers. Registration for the Convention and associated events also needs to be completed as soon as possible as the more popular sessions usually fill early.

## **BACKGROUND**

The 2018 Convention is an annual opportunity for all local governments in Western Australia to come together to discuss common issues of importance which culminates in the Annual General Meeting of WALGA.

## **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.

## **POLICY IMPLICATIONS**

Attendance at Local Government Week will be in accordance with Policy 03.10 Attendance of Councillors and Staff at Conferences, Seminars, Training Courses etc and Policy 03.11 Reimbursement of Expenses and Authorisation to Incur Expenditure.

## **FINANCIAL IMPLICATIONS**

The Adopted Budget usually contains provision for three (3) Councillors and the CEO to attend the Convention, however, more Councillors can be accommodated as much of the expenditure is incurred in the next financial year and can therefore be budgeted for at that time, as was the case in 2015, 2016 and 2017. Commencing travel bookings now will permit advantageous pricing and ensure availability of required flights. Delegates and observers have stayed at the Parmelia Hilton since 2015 and six rooms have been tentatively booked there again, but this needs to be confirmed as soon as possible.

## **STRATEGIC IMPLICATIONS**

The representation of the Shire of Laverton is important in ensuring that this Shire and region have a voice at the State level. Further, this is a good forum to enhance the professional development of Councillors and CEO.

## **CONSULTATION**

Nil.

## **COMMENT**

The Shire of Laverton is an active member and supporter of the Western Australian Local Government Association and participates regularly in WALGA State and Zone activities.

At a minimum, Council endorses the attendance of its WALGA Zone delegates and CEO to this event. The attendance of other councillors as observers should also be encouraged within budget parameters.

WALGA normally arranges a number of pre and post conference Professional Development Opportunities for Councillors and Officers and GVROC normally holds their AGM that week as well as a 'GVROC Dinner' which delegates and observers will be able to attend. Information about these events will be communicated to Councillors when available.

WALGA have the following Elected Member & Officer training courses scheduled for the same week:

COURSE	ATTENDANCE	DATE
Planning Practices – The Essentials	Elected Members	Mon 30/07/18
CEO Performance Appraisals	Elected Members	Tue 31/07/18
Planning Practices - Advanced	Elected Members	Fri 03/08/18
Participate in Local Government Emergency Management	Elected Members and Officers	Mon 06/08/18
Manage Recovery Activities for Local Government	Elected Members and Officers	Tue 07/08/18

## VOTING REQUIREMENTS

Simple majority decision of Council required.

### OMC180522.11 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That Council:**

1. **Endorses the attendance of Cr Hill and Cr S Weldon as voting delegates to the 2018 Local Government Convention and AGM as well as the GVROC meeting;**
2. **Endorses the attendance of Cr \_\_\_\_\_ and Cr \_\_\_\_\_ as proxy voting delegates to the 2018 Local Government Convention, AGM and GVROC meeting;**
3. **Endorses the attendance of the CEO, and Cr \_\_\_\_\_ as observers to the 2018 Local Government Convention, AGM and GVROC meeting;**
4. **Approves that the costs associated with the attendance of the voting delegates, observers and their partners at the Convention be met in accordance with Council Policies 03.10 and 03.11.**
5. **Authorises the Executive Assistant to the CEO to commence travel bookings and confirm accommodation bookings for the 2018 Convention.**

SIMPLE MAJORITY ☐ VOTES FOR ☐ VOTES AGAINST ☐

## **12. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

There were no motions from Elected Members of which previous notice has been given at the time of preparing this Agenda.

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

There was no business of an urgent nature to be introduced by decision of the meeting at the time of preparing this Agenda.

## **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.

<b>14.1</b>	<b>APPROVAL TO CONSIDER ITEMS BEHIND CLOSED DOORS</b>
-------------	---

**OMC180522.12      COUNCIL DECISION/PROCEDURAL MOTION**

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That this meeting be closed to members of the general public at \_\_\_\_\_ and that Council move behind closed doors to consider:**

- 14.1.1      Appointment of Deputy CEO/Executive Manager Corporate & Community Services (File Ref: TBA)**
- 14.1.2      Changing Methods of Valuation of Land – Gruyere Joint Venture (File Ref: 0222)**
- 14.1.3      Write Off Outstanding Rates and Charges – Assessments 10053 and 9617-9629 Inclusive (File Refs: 1110 & 1214)**
- 14.1.4      Write Off Outstanding Rates and Charges – Assessments 10129-10133 and 10291-10292 (File Ref: 1214)**

SIMPLE ☐  
MAJORITY

VOTES ☐  
FOR

VOTES ☐  
AGAINST

<b>14.1.1</b>	<b>APPOINTMENT OF DEPUTY CEO/EXECUTIVE MANAGER CORPORATE &amp; COMMUNITY SERVICES (FILE REF: TBA)</b>
---------------	---

**OMC180522.13 COUNCIL DECISION/OFFICER RECOMMENDATION**

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That Council:**

1. Endorses the appointment of Mr Phillip Marshall to the position of Deputy Chief Executive Officer/Executive Manager Corporate & Community Services with the Shire of Laverton, for a five (5) year term, effective from 1 August 2018, or as otherwise agreed.
2. Endorses the Contract of Employment (incorporating the DCEO/EMCCS Position Description) as tabled at this meeting as the terms and conditions of Mr Marshall's employment with the Shire.
3. Authorises the Shire President and the Chief Executive Officer to execute the DCEO/EMCCS Contract of Employment on behalf of the Shire of Laverton.

SIMPLE MAJORITY	<input type="checkbox"/>	VOTES FOR	<input type="checkbox"/>	VOTES AGAINST	<input type="checkbox"/>
--------------------	--------------------------	--------------	--------------------------	------------------	--------------------------

<b>14.1.2</b>	<b>CHANGING METHODS OF VALUATION OF LAND – GRUYERE JOINT VENTURE (FILE REF: 222)</b>
---------------	--

**OMC180522.14 COUNCIL DECISION/OFFICER RECOMMENDATION**

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

That Council, having considered the submission presented by Gold Fields Gruyere Management Pty Ltd, resolves to retain its initial intent and in accordance with the provisions of Section 6.28 of the *Local Government Act 1995*, prepare an application to the Minister for Local Government; Heritage; Culture and The Arts, to change the basis of rating from Unimproved Capital Values to Gross Rental Values, for the following mining operation:

- Gold Road (Gruyere) Pty Ltd
- Gruyere Mining Company Pty Ltd
  - Gruyere Accommodation Village – L38/254 – Assessment 10976 – with effect from 3 August 2018.

SIMPLE MAJORITY	<input type="checkbox"/>	VOTES FOR	<input type="checkbox"/>	VOTES AGAINST	<input type="checkbox"/>
--------------------	--------------------------	--------------	--------------------------	------------------	--------------------------

<b>14.1.3      WRITE OFF OUTSTANDING RATES AND CHARGES – ASSESSMENTS 10053 &amp; 9617-9629 INCLUSIVE (FILE REFS: 1110 &amp; 1214)</b>
---

**OMC180522.15      COUNCIL DECISION/OFFICER RECOMMENDATION**

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That Council:**

- 1. Notes the amount to be written off is interest charges on legal fees and outstanding amounts incorrectly accrued over 14 tenements with each payment made by Mr Wiltshire following the Magistrate's Order.**
- 2. Writes off the interest and legal fees for assessments 10053 & 9617-9629 inclusive as detailed within this Confidential Item.**

SIMPLE MAJORITY	<input type="checkbox"/>	VOTES FOR	<input type="checkbox"/>	VOTES AGAINST	<input type="checkbox"/>
--------------------	--------------------------	--------------	--------------------------	------------------	--------------------------

<b>14.1.4      WRITE OFF OUTSTANDING RATES AND CHARGES – ASSESSMENTS 10129-10133 &amp; 10291-10292 (FILE REF: 1214)</b>
---

**OMC180522.16      COUNCIL DECISION/OFFICER RECOMMENDATION**

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That Council:**

- 1. Receives the updated information relating to outstanding rates on Assessment 10129 – 10133 and 10291 – 10292 for Motherlode Resources Pty Ltd.**
- 2. Writes off outstanding rates and charges for assessments 10129–10133 and 10291–10292 as detailed within this Confidential Item.**

SIMPLE MAJORITY	<input type="checkbox"/>	VOTES FOR	<input type="checkbox"/>	VOTES AGAINST	<input type="checkbox"/>
--------------------	--------------------------	--------------	--------------------------	------------------	--------------------------

---

<b>14.2</b>	<b>APPROVAL TO COME OUT FROM BEHIND CLOSED DOORS</b>
-------------	--

**OMC180522.17**      **COUNCIL DECISION/PROCEDURAL MOTION**

MOVED: \_\_\_\_\_ SECONDED: \_\_\_\_\_

**That Council come out from behind closed doors and that this meeting be reopened to members of the general public at \_\_\_\_\_.**

SIMPLE MAJORITY	<input type="checkbox"/>	VOTES FOR	<input type="checkbox"/>	VOTES AGAINST	<input type="checkbox"/>
--------------------	--------------------------	--------------	--------------------------	------------------	--------------------------

**15.      NEXT MEETING**

The next Ordinary Meeting of Council will be held on Thursday, 28 June 2018 at the Shire of Laverton Council Chambers, commencing at 5.00pm.

**16.      CLOSURE OF MEETING**

**17.      CERTIFICATION OF MINUTES**

**I, Patrick Hill, hereby certify that the Minutes of the Ordinary Meeting of Council held on 22 May 2018 are confirmed as a true and correct record, as per the Council resolution of the Ordinary Meeting of Council held on 28 June 2018.**

**SIGNED:** \_\_\_\_\_ **DATED:**      **24 JUNE 2018** \_\_\_\_\_