



# **Minutes (Unconfirmed) Ordinary Meeting October 2011**

*Notice of an Ordinary Council Meeting*

*The next Ordinary Meeting of the Shire of Coorow will be held on Wednesday 19 October 2011, at the Coorow District Hall from 3pm.*

**Mark J Hook**  
Chief Executive Officer



## **DISCLAIMER**

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Signed on behalf of Council

**Mark J Hook**  
**Chief Executive Officer**

**SHIRE OF COOROW  
QUESTIONS FROM THE PUBLIC**

**Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so, however, Council requires your name, address and written questions to be provided to the meeting secretary.**

**NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_

**MEETING/DATE:** \_\_\_\_\_

**NAME OF ORGANISATION REPRESENTING (if applicable):**  
\_\_\_\_\_

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

**Minutes of Ordinary Meeting to be held Wednesday 19 October 2011** **Page 3**  
**Note: These Minutes are yet to be confirmed**

## **SHIRE OF COOROW QUESTIONS FROM THE PUBLIC**

The Shire of Coorow welcomes community participation during public question time. The following is a summary of procedure and a guide to completion of the required form.

- a. The person asking the question is to give their name and address prior to asking the question.
- b. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
- c. In order to provide an opportunity for the greatest portion of the gallery to take advantage of question time, questions are to be as succinct as possible. Any preamble to questions should therefore be minimal and no debating of the issue between the Gallery, Councillors or Officers is permissible.
- d. Where the Presiding Member rules that a member of the public is making a statement during public question time, then no answer is required to be given or recorded in response.
- e. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order' and will not be recorded in the minutes.
- f. Where a member of the public submitting a question is not physically present at the meeting, those questions will be treated as an item of correspondence and will be answered in the normal course of business (and not be recorded in the minutes).
- g. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
- h. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being totally comprehensive.
- i. Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
- j. Public Question Time is set for a maximum period of 15 minutes, and will terminate earlier should no questions be forthcoming.
- k. To enable all members of the public a fair and equitable opportunity to participate in Public Question Time, each person shall be provided a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
- l. Questions to be asked at the meeting will be registered, and the priority for asking questions shall be firstly 'questions on which written notice has been given prior to the meeting' (that is, prior to 12 noon on the day immediately preceding the meeting) and secondly, 'questions from the floor'.
- m. Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (in accordance with the register) ask a further two questions (with a two minute time limit) until the initial period for Public Question Time has expired.
- n. Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.

# Agenda

<b>1.</b>	<b>DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS:</b>	<b>6</b>
<b>2.</b>	<b>ELECTION OF PRESIDENT AND DEPUTY PRESIDENT:</b>	<b>6</b>
2.1	ELECTION OF PRESIDENT	6
2.2	ELECTION OF DEPUTY PRESIDENT	9
2.3	SEATING ARRANGEMENTS	12
<b>3.</b>	<b>RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE/DECLARATION OF INTEREST:</b>	<b>13</b>
<b>4.</b>	<b>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN OF NOTICE</b>	<b>13</b>
<b>5.</b>	<b>PUBLIC QUESTION TIME</b>	<b>13</b>
<b>6.</b>	<b>APPLICATION FOR LEAVE OF ABSENCE</b>	<b>14</b>
<b>7.</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS</b>	<b>14</b>
<b>8.</b>	<b>CONFIRMATION OF MINUTES:</b>	<b>15</b>
8.1	ORDINARY MEETING HELD WEDNESDAY 21 SEPTEMBER 2011 AT THE LEEMAN ADMINISTRATION CENTRE	15
8.2	SPECIAL MEETING HELD THURSDAY 6 OCTOBER 2011 AT THE COOROW DISTRICT HALL, COOROW	15
<b>9.</b>	<b>ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION:</b>	<b>16</b>
<b>10.</b>	<b>MATTERS FOR WHICH MEETING MAY BE CLOSED:</b>	<b>16</b>
<b>11.</b>	<b>REPORTS:</b>	<b>17</b>
<b>11.1</b>	<b>CHIEF EXECUTIVE OFFICER:</b>	<b>17</b>
11.1.1	REVIEW OF APPOINTMENT OF COUNCIL DELEGATES TO VARIOUS COMMITTEES/ORGANISATIONS	17
11.1.2	CONTRIBUTION TOWARDS COOROW TOURIST COMMITTEE 2011/12 PROJECTS	23
11.1.3	SALE OF PORTION LOT 10 LOCATION 2023 TO THE COOROW COMMUNITY LAND INCORPORATED	27
11.1.4	GREEN HEAD MEN'S SHED DONATION	35
11.1.5	CONTRACT GRANTS OFFICER	37
11.1.6	CONSTRUCT HOUSE LOT 626 (16) MORCOMBE ROAD LEEMAN	43
<b>11.2</b>	<b>MANAGER REGULATORY SERVICES:</b>	<b>51</b>
11.2.1	LEEMAN AND GREEN HEAD TOWNSITE EXPANSION STRATEGY	51
11.2.2	HEALTH AND BUILDING SERVICES TO THE SHIRE OF CARNAMAH	58
11.2.3	COASTAL LAND TENURE PROPOSALS	60
11.2.4	LOT 19 NORTH STREET COOROW – SALE STAFF HOUSING	66
<b>11.3</b>	<b>PRINCIPAL WORKS SUPERVISOR:</b>	<b>69</b>
11.3.1	NIL REPORT	69
<b>11.4</b>	<b>DEPUTY CHIEF EXECUTIVE OFFICER:</b>	<b>70</b>
11.4.1	ACCOUNTS FOR PAYMENT	70
11.4.2	MONTHLY STATEMENT OF FINANCIAL ACTIVITY – SEPTEMBER 2011	77
<b>12.</b>	<b>QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN:</b>	<b>79</b>
<b>13.</b>	<b>URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION:</b>	<b>80</b>
13.1	LATE AGENDA ITEM – LATE AGENDA ITEM TO CONSIDER	80
13.2	RUSSELL GOODRICK'S BEST COUNTRY TOWNS - ADVERTISING	82
<b>14.</b>	<b>MATTERS BEHIND CLOSED DOORS:</b>	<b>86</b>
<b>15.</b>	<b>DATE OF NEXT MEETING:</b>	<b>86</b>
15.1	ORDINARY MEETING OF COUNCIL	86
<b>16.</b>	<b>CLOSURE:</b>	<b>86</b>

## 1. **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS:**

The Chief Executive Officer, Mr Mark Hook, welcomed those present and opened the Meeting at 3.05 pm

Under Section 2.29 of the *Local Government Act 1995* and before Mrs Moira Girando, JP, Mr M R Bothe, Mr D B McTaggart, Mr D A Rackemann, Mr J K Williams signed their Declarations of Office.

The Chief Executive Officer Mr Mark Hook congratulated all Elected Members.

## 2. **ELECTION OF PRESIDENT AND DEPUTY PRESIDENT:**

### 2.1 ELECTION OF PRESIDENT

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	3 October 2011
FILE	ADM0308

#### **SUMMARY:**

**It is necessary for Council to elect a Council President.**

#### **COMMENT:**

In accordance with Schedule 2.3 of the *Local Government Act 1995*, written nominations for the office of President for the next two years are to be addressed to the Chief Executive Officer. Nomination forms are enclosed with Councillors Agenda Package for the purpose. If a Councillor is nominated by another Councillor, the nominee must advise the Chief Executive Officer orally or in writing that he/she is willing to be nominated for the office.

Should there be two or more nominees, a secret ballot will be conducted to determine the holder of the office.

#### **STATUTORY IMPLICATIONS:**

*Local Government Act 1995*

**Schedule 2.3 — When and how mayors, presidents, deputy mayors and deputy presidents are elected by the council [Sections 2.11(1) (b) and 2.15]**

#### **Division 1 — Mayors and presidents**

##### **1. Definitions**

In this Division —

“extraordinary vacancy” means a vacancy that occurs under section 2.34(1);

“the office” means the office of councillor mayor or president.

##### **2. When the council elects the mayor or president**

(1) The office is to be filled as the first matter dealt with —

- (a) at the first meeting of the council after an inaugural election or a section 4.13 or 4.14 election or after an ordinary elections day; and

- (b) at the first meeting of the council after an extraordinary vacancy occurs in the office.
- (2) If the first ordinary meeting of the council is more than 3 weeks after an extraordinary vacancy occurs in the office, a special meeting of the council is to be held within that period for the purpose of filling the office.

### **3. CEO to preside**

The CEO is to preside at the meeting until the office is filled.

### **4. How the mayor or president is elected**

- (1) The council is to elect a councillor to fill the office.
- (2) The election is to be conducted by the CEO in accordance with the procedure prescribed.
- (3) Nominations for the office are to be given to the CEO in writing before the meeting or during the meeting before the close of nominations.
- (3a) Nominations close at the meeting at a time announced by the CEO, which is to be a sufficient time after the announcement by the CEO that nominations are about to close to allow for any nominations made to be dealt with.
- (4) If a councillor is nominated by another councillor the CEO is not to accept the nomination unless the nominee has advised the CEO, orally or in writing, that he or she is willing to be nominated for the office.
- (5) The councillors are to vote on the matter by secret ballot as if they were electors voting at an election.
- (6) Subject to clause 5(1), the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 (which deals with determining the result of an election) as if those votes were votes cast at an election.
- (7) As soon as is practicable after the result of the election is known, the CEO is to declare and give notice of the result in accordance with regulations, if any.

[Clause 4 amended by No. 49 of 2004 s. 69(2)-(5); No. 66 of 2006 s. 14.]

### **5. Votes may be cast a second time**

- (1) If when the votes cast under clause 4(5) are counted there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued and the meeting is to be adjourned for not more than 7 days.
- (2) Any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes.
- (3) When the meeting resumes the councillors are to vote again on the matter by secret ballot as if they were electors voting at an election.
- (4) The votes cast under subclause (3) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.

## **FINANCIAL, POLICY STRATEGIC IMPLICATIONS:**

There appears to be no implications in this regard.

The Chief Executive Officer Mr Mark Hook advised of the receipt of (2) two nominations for President being:

Councillor Waite nominated by Councillor Bothe

Councillor Rackemann nominated by Councillor McDonald

Cr Waite and Cr Rackemann advised the Chief Executive Officer of their acceptance of the nominations.

The Chief Executive Officer conducted a secret ballot of nominated Councillors with 'First past the post' as the method of voting.

The Ballot were counted by the Chief Executive Officer and tallied as follows:

Cr Rackemann 5

Cr Waite 3

The Chief Executive Officer declared Cr Damien Andrew Rackemann elected President.

Cr Rackemann made the declaration of President before Mrs Moira Girando JP.



## 2.2 ELECTION OF DEPUTY PRESIDENT

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	3 October 2011
FILE	ADM0308

### SUMMARY:

**It is necessary for Council to elect a Deputy President.**

### COMMENT:

In accordance with Schedule 2.3 of the *Local Government Act 1995*, written nominations for the office of Deputy President for the next two years are to be addressed to the Chief Executive Officer. Nomination forms are enclosed with Councillors Agenda Package for the purpose. If a Councillor is nominated by another Councillor, the nominee must advise the Chief Executive Officer orally or in writing that he/she is willing to be nominated for the office.

Should there be two or more nominees, a secret ballot will be conducted to determine the holder of the office.

Upon election the Deputy President is required to make a Declaration

### STATUTORY IMPLICATIONS:

*Local Government Act 1995*

**Schedule 2.3 — When and how mayors, presidents, deputy mayors and deputy presidents are elected by the council [Sections 2.11(1) (b) and 2.15]**

Division 2 — Deputy mayors and deputy presidents

#### 6. Definitions

In this Division —

“extraordinary vacancy” means a vacancy that occurs under section 2.34(1);

“the office” means the office of deputy mayor or deputy president.

#### 7. When the council elects the deputy mayor or deputy president

- (1) If the local government has an elector mayor or president the office of deputy mayor or deputy president is to be filled as the first matter dealt with —
  - (a) at the first meeting of the council after an inaugural election or a section 4.13 or 4.14 election or after an ordinary elections day; and
  - (b) at the first meeting of the council after an extraordinary vacancy occurs in the office.
- (2) If the local government has a councillor mayor or president the office of deputy mayor or deputy president is to be filled —
  - (a) as the next matter dealt with after the mayor or president is elected at the first meeting of the council after an inaugural election or a section 4.13 or 4.14 election or after an ordinary elections day; and
  - (b) subject to subclause (3), as the first matter dealt with at the first meeting of the council after an extraordinary vacancy occurs in the office.

- (3) If at a meeting referred to in clause 2(1)(b) the deputy mayor or deputy president is elected to be the mayor or president, the resulting extraordinary vacancy in the office is to be filled as the next matter dealt with at the same meeting.

#### **8. How the deputy mayor or deputy president is elected**

- (1) The council is to elect a councillor (other than the mayor or president) to fill the office.
- (2) The election is to be conducted in accordance with the procedure prescribed by the mayor or president, or if he or she is not present, by the CEO.
- (3) Nominations for the office are to be given to the person conducting the election in writing before the meeting or during the meeting before the close of nominations.
- (3a) Nominations close at the meeting at a time announced by the person conducting the election, which is to be a sufficient time after the announcement by that person that nominations are about to close to allow for any nominations made to be dealt with.
- (4) If a councillor is nominated by another councillor the person conducting the election is not to accept the nomination unless the nominee has advised the person conducting the election, orally or in writing, that he or she is willing to be nominated for the office.
- (5) The council members are to vote on the matter by secret ballot as if they were electors voting at an election.
- (6) Subject to clause 9(1) the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.
- (7) As soon as is practicable after the result of the election is known, the person conducting the election is to declare and give notice of the result in accordance with regulations, if any.

[Clause 8 amended by No. 64 of 1998 s. 54(2)-(4); No. 49 of 2004 s. 69(6)-(9).]

#### **9. Votes may be cast a second time**

- (1) If, when the votes cast under clause 8(5) are counted, there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued and, not more than 7 days later, a special meeting of the council is to be held.
- (2) Any nomination for the office may be withdrawn, and further nominations may be made, before or when the special meeting is held.
- (3) When the special meeting is held the council members are to vote again on the matter by secret ballot as if they were voting at an election.
- (4) The votes cast under subclause (3) are to be counted, and the successful candidate determined, under Schedule 4.1 as if those votes were votes cast at an election.

[Clause 9 amended by No. 49 of 2004 s. 69(10).]

## **FINANCIAL, POLICY STRATEGIC IMPLICATIONS:**

There appears to be no implications in this regard.

The Chief Executive Officer Mr Mark Hook advised of the receipt of (2) two nominations for Deputy President being:

Councillor Waite nominated by Councillor Bothe

Councillor Williams nominated by Councillor George

Cr Waite and Cr Williams advised the Chief Executive Officer of their acceptance of the nominations.

The Chief Executive Officer conducted a secret ballot of nominated Councillors with 'First past the post' as the method of voting.

The Ballot were counted by the Chief Executive Officer and tallied as follows:

Cr Williams 4

Cr Waite 4

The Chief Executive Officer conducted a second secret ballot.

The Ballot were counted by the Chief Executive Officer and tallied as follows:

Cr Williams 5

Cr Waite 3

The Chief Executive Officer declared Cr Alan Keith Williams elected Deputy President.

Cr Williams made the declaration of Deputy President before Mrs Moira Girando JP.

***The Chief Executive Officer Mr Mark Hook adjourned the Meeting at 3.23pm***

***The President Cr Rackemann reconvened the Meeting at 3.30pm***

*The President thanked all Councillors and Staff.*

## 2.3 SEATING ARRANGEMENTS

<b>AUTHOR</b>	Mark Hook
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	3 October 2011

### **SUMMARY:**

**It is necessary for Council to arrange for seating arrangements.**

### **COMMENT:**

In accordance with Councils Standing Orders Local Law Part 9, Members at the first meeting held after each Election Day, the CEO is to allot alphabetically, a position at the Council table to each Member.

### **STATUTORY IMPLICATIONS:**

Standing Orders 2011

#### **9.1 Members to be in their proper places**

- (1) At the first meeting held after each Election Day, the CEO is to allot, alphabetically by ward, a position at the Council table to each Member.
- (2) Each Member is to occupy his or her allotted position at each Council meeting.

### **FINANCIAL, POLICY STRATEGIC IMPLICATIONS:**

There appears to be no implications in this regard.

The Chief Executive Officer advised that the seating arrangement under Standing Orders 2011 9.1 be alphabetical reading from the Presidents left be as follows: Cr Bothe, Cr George, Cr Jack, Cr McDonald, Cr McTaggart, Cr Waite and Cr Williams.

**The Chief Executive Officer suggested suspending Standing Orders 2011 - 9.1 Members to be in their proper places until the next meeting of Council.**

**RESOLUTION:** *2011/170*

*Moved: Cr Williams*

*Seconded: Cr Bothe*

That Council suspend Standing Orders 2011 – 9.1 Members to be in their proper places, until the next meeting of Council.

***CARRIED 8/0  
Simple Majority***

### **3. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE/DECLARATION OF INTEREST**

### **4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN OF NOTICE**

Councillor DA Rackemann  
Councillor A Williams  
Councillor M R Bothe  
Councillor G George  
Councillor B A Jack  
Councillor B J McDonald  
Councillor D B McTaggart  
Councillor J K Waite

President  
Deputy President

Mr M J Hook  
Mr S D Billingham  
Mr K Bean  
Mrs B Johnson

Chief Executive Officer  
Deputy Chief Executive Officer  
Principal Works Supervisor  
Minutes Clerk

#### **Leave of Absence/Apologies**

Mr D Hadden

#### **Declarations of Interest**

<b>Councillor/Officer</b>	<b>Item</b>	<b>Interest</b>	<b>Nature</b>
Williams	11.1.4	Impartiality	Member of the Men's Shed
George	11.1.4	Impartiality	Member of the Men's Shed
Bothe	11.1.3	Direct	President of CCLI

#### **Visitor**

Mr Deb Maley  
Mr Graeme Maley

### **5. PUBLIC QUESTION TIME**

Nil



## **8. CONFIRMATION OF MINUTES:**

8.1	ORDINARY MEETING HELD WEDNESDAY 21 SEPTEMBER 2011 AT THE LEEMAN ADMINISTRATION CENTRE
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<b>AUTHOR</b>	Mark Hook
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	7 October 2011

**COMMENT:**

Nil

**OFFICER RECOMMENDATION:**

That the Minutes of the Ordinary Committee Meeting held on Wednesday 21 September 2011 be confirmed as a true and correct record.

**RESOLUTION: 2011 /171**

*Moved: Cr Waite* *Seconded: Cr Williams*

*That the Minutes of the Ordinary Committee Meeting held on Wednesday 21 September 2011 be confirmed as a true and correct record.*

***CARRIED 8/0***  
***Simple Majority***

8.2	SPECIAL MEETING HELD THURSDAY 6 OCTOBER 2011 AT THE COOROW DISTRICT HALL, COOROW
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<b>AUTHOR</b>	Mark Hook
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	11 October 2011

**COMMENT:**

Nil

**OFFICER RECOMMENDATION:**

That the Minutes of the Special Meeting held on Wednesday 6 October 2011 be confirmed as a true and correct record.

**RESOLUTION: 2011/172**

**Moved: Cr Williams**                      **Seconded: Cr Jack**

*That the Minutes of the Special Meeting held on Wednesday 6 October 2011 be confirmed as a true and correct record.*

***CARRIED 8/0***  
***Simple Majority***

**9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION:**

At any meeting of Council the person presiding may announce or raise any matter of interest or relevance to the business of Council or propose a change to the order of business.

Members may move that a change in order of business proposed by the person presiding not be accepted and if carried the change does not take place.

**10. MATTERS FOR WHICH MEETING MAY BE CLOSED:**

For the convenience of members of the public Council may identify, by decision, early in the meeting any matter on the agenda to be discussed behind closed doors and that matter is to be deferred for consideration as the last item of the meeting.

Items for which the meeting will be closed include:

Nil



## **11. REPORTS:**

### **11.1 CHIEF EXECUTIVE OFFICER:**

#### **11.1.1 REVIEW OF APPOINTMENT OF COUNCIL DELEGATES TO VARIOUS COMMITTEES/ORGANISATIONS**

<b>AUTHOR</b>	Mark Hook
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	3 October 2011
<b>ATTACHMENT</b>	Nil
<b>FILE</b>	ADM0308

#### **SUMMARY:**

**It is necessary for Council to consider appointments to Councillors/Staff to Council's Committees and Delegates to other Boards, Organisations and Committees that are not Committees of Council.**

#### **BACKGROUND:**

At the October 2009 Ordinary Meeting, Council reviewed the Committee and Delegate appointments. It was resolved that:

#### **RESOLUTION:                      2009-178**

**Moved:** Cr Jack                      **Seconded:** Cr Williams

*That Council appoint the following as members of Committees of Council and as delegates of Council to the respective committee or organisation as included in the following table:*

No	Committee	Member/Delegate(s)	Proxy Member/Delegate
1	Audit Committee	All Councillors	Nil
2	Central Coast Planning and Coordinating Committee	Shire President and CEO	Cr Williams and MRS
3	Waddy Forest LCDC	Cr Waite	Cr Bothe
4	Central Coast Health Advisory Group	Cr George	Cr McDonald
5	North Midlands Sub-Regional Road Group	Cr Girando and PWS	Cr Waite
6	Mid-West Regional Council	Shire President	Deputy Shire President
7	Northern Country Zone of WA Local Government Association	Shire President and Deputy Shire President	Cr Williams and Cr McDonald
8	Moore River Catchment Council	Cr Waite	Cr Bothe
9	Leeman/Green Head Local	Cr McDonald and CEO	Cr Williams

	<i>Emergency Management Advisory Committee</i>		<i>and MRS</i>
10	<i>Carnamah Local Emergency Management Advisory Committee</i>	<i>Cr Waite</i>	<i>Cr Girando</i>
11	<i>Coorow School Bus Committee</i>	<i>PWS</i>	<i>CEO</i>
12	<i>Carnamah District High School Bus Committee</i>	<i>PWS</i>	<i>CEO</i>
13	<i>Winchester Cemetery Management Committee</i>	<i>Cr Bothe, PWS and Ms Alison Doley (Community Rep)</i>	<i>Cr Jack</i>
14	<i>DEC Fire Advisory Committee</i>	<i>PWS and Chief BFCO</i>	<i>CEO</i>
15	<i>Leeman Jetty Committee</i>	<i>Cr McTaggart</i>	<i>Cr Williams</i>
16	<i>Green Head Jetty Committee</i>	<i>Cr McTaggart</i>	<i>Cr George</i>
17	<i>Coorow Land Conservation District Committee</i>	<i>Cr Bothe</i>	<i>Cr Waite</i>
18	<i>Coorow Townscape Committee</i>	<i>CEO</i>	<i>Cr Girando</i>
19	<i>North Midlands Medical Practice Management Committee</i>	<i>Cr Girando and CEO</i>	<i>Cr Waite and DCEO</i>
20	<i>Wildflower Country Tourism Steering Committee</i>	<i>Cr McDonald</i>	<i>DCEO</i>
21	<i>Buntine Marchagee Recovery Catchment Group</i>	<i>Cr Girando</i>	<i>Cr Waite</i>
22	<i>Watheroo LCDC</i>	<i>Cr Girando</i>	<i>Cr Waite</i>
23	<i>Bush Fire Advisory Committee Chair</i>	<i>CEO</i>	<i>Cr Jack/ Cr Waite</i>

#### **COMMENT:**

Following the 2011 Local Government Elections, Council should now review all Committee positions and Delegations.

#### **STATUTORY ENVIRONMENT:**

*Local Government Act (1995)*

##### **5.8. Establishment of committees**

A local government may establish\* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

*\* Absolute majority required*

##### **5.10. Appointment of committee members**

- (1) A committee is to have as its members -
  - (a) persons appointed\* by the local government to be members of the committee (other than those referred to in paragraph (b)); and

- (b) persons who are appointed to be members of the committee under subsection (4) or (5).

*\* Absolute majority required.*

- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2) (a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1) (a) to at least one of those committees as the local government decides.
- (3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.
- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish -
  - (a) to be a member of the committee; or
  - (b) that a representative of the CEO be a member of the committee,the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

#### **5.11. Tenure of committee membership**

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until -
  - (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be;
  - (b) the person resigns from membership of the committee;
  - (c) the committee is disbanded; or
  - (d) the next ordinary elections day,whichever happens first.
- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until -
  - (a) the term of the person's appointment as a committee member expires;
  - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant;
  - (c) the committee is disbanded; or
  - (d) the next ordinary elections day,whichever happens first

#### **STRATEGIC IMPLICATIONS:**

Nil

#### **POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

There appears to be no implications in this regard

**VOTING REQUIREMENT:**

Absolute Majority

**OFFICER RECOMMENDATION:**

That Council appoint the following as members of Committees of Council and as Delegates of Council to the respective Committee or Organisation as included in the following table:

No	Committee	Member/Delegate(s)	Proxy Member/ Delegate
1	Audit Committee	All Councillors	Nil
2	Central Coast Planning and Coordinating Committee	Shire President and CEO	_____ and DCEO
3	Waddy Forest LCDC		
4	Central Coast Health Advisory Group		
5	North Midlands Sub-Regional Road Group	_____ and PWS	
6	Mid-West Regional Council	_____	_____
7	Northern Country Zone of WA Local Government Association	Shire President and Deputy Shire President	_____ and
8	Moore River Catchment Council		e
9	Joint Local Emergency Management Committee		
10?	Winchester Cemetery Management Committee	_____ PWS and Ms Alison Doley (Community Rep)	
11	Coorow Land Conservation District Committee		
12	Coorow Townscape Committee		
13	North Midlands Medical Practice Management Committee	_____ and CEO	_____ and DCEO
14?	Wildflower Country Tourism Steering Committee		
15	Marchagee Buntine Recovery Catchment Group		
16	Watheroo LCDC		
17	Bush Fire Advisory Committee Chair		
18	Leeman and Green Head Planning Strategy		
19	MWRC ISA Governance Team		
20	Development Assessment Panel		
21	Mid-West Primary Care Project		
22	MWRC ISA JPMT		

**RESOLUTION:****2011/173****Moved: Cr George****Seconded: Cr Bothe**

*That Council appoint the following as members of Committees of Council and as Delegates of Council to the respective Committee or Organisation as included in the following table:*

<i>NO</i>	<i>COMMITTEE</i>	<i>MEMBER/DELEGATE(S)</i>	<i>PROXY MEMBER/ DELEGATE</i>
<i>1</i>	<i>Audit Committee</i>	<i>All Councillors Chairperson Cr McTaggart</i>	<i>Nil</i>
<i>2</i>	<i>Central Coast Planning and Coordinating Committee</i>	<i>Shire President CEO</i>	<i>Deputy President DCEO</i>
<i>3</i>	<i>Waddy Forest LCDC</i>	<i>Cr Waite</i>	<i>Cr Bothe</i>
<i>4</i>	<i>North Midlands Sub-Regional Road Group</i>	<i>Cr Waite PWS</i>	<i>Cr Williams CEO</i>
<i>5</i>	<i>Northern Country Zone of WA Local Government Association</i>	<i>President Deputy President</i>	<i>Cr George Cr McDonald</i>
<i>6</i>	<i>Moore River Catchment Council</i>	<i>Cr Waite</i>	<i>Cr Bothe</i>
<i>7</i>	<i>Joint Local Emergency Management Committee</i>	<i>Cr Waite</i>	<i>Cr Williams</i>
<i>8</i>	<i>Winchester Cemetery Management Committee</i>	<i>Cr Bothe CEO and Ms Alison Doley (Community Rep)</i>	<i>Cr Jack PWS</i>
<i>9</i>	<i>Coorow Land Conservation District Committee</i>	<i>Cr Bothe</i>	<i>Cr Waite</i>
<i>10</i>	<i>Coorow Townscape Committee</i>	<i>Cr Jack CEO</i>	<i>DCEO</i>
<i>11</i>	<i>North Midlands Medical Practice Management Committee</i>	<i>Cr Bothe CEO</i>	<i>Cr Waite DCEO</i>
<i>12</i>	<i>Wildflower Country Tourism Steering Committee</i>	<i>Cr McDonald DCEO</i>	<i>Cr Williams CEO</i>
<i>13</i>	<i>Marchagee Buntine Recovery Catchment Group</i>	<i>Cr Bothe</i>	<i>Cr Waite</i>
<i>14</i>	<i>Bush Fire Advisory Committee Chair</i>	<i>CEO</i>	<i>Cr Jack</i>
<i>18</i>	<i>Leeman and Green Head Planning Strategy</i>	<i>Cr George Cr McDonald Cr Williams</i>	
<i>19</i>	<i>MWRC ISA Governance Team</i>	<i>Cr Williams</i>	<i>CEO</i>
<i>20</i>	<i>Development Assessment Panel</i>	<i>Cr Waite Cr Jack</i>	<i>Cr Bothe McDonald</i>

21	<i>Mid-West Primary Care Project</i>	<i>Cr Williams CEO</i>	<i>Cr George DCEO</i>
22	<i>MWRC ISA JPMT</i>	<i>PWS</i>	<i>CEO</i>

***CARRIED 8/0  
Absolute Majority***

<b>11.1.2</b>	<b>CONTRIBUTION TOWARDS COOROW TOURIST COMMITTEE 2011/12 PROJECTS</b>
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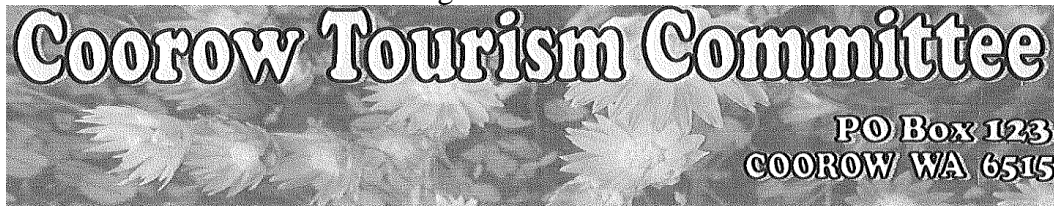
<b>AUTHOR</b>	Mark Hook
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	10 October 2011
<b>ATTACHMENT</b>	Nil
<b>FILE</b>	ADM0116

**SUMMARY:**

Council is being requested to contribute \$2,000 towards the Coorow Tourist Committee 2011/12 Projects as outlined in the following letter.

**BACKGROUND:**

Council has received the following letter from the Coorow Tourism Committee.



Mark Hook  
Chief Executive Officer  
Shire of Coorow  
PO Box 42  
COOROW WA 6515

2 September 2011

Dear Mark

**RE: COOROW TOURISM COMMITTEE - SHIRE TOURISM CONTRIBUTION TO COOROW TOURISM COMMITTEE**

We would like to sincerely thank the Shire of Coorow for the financial contribution towards the inaugural Coorow Tourism Committee in 2010. Your kind contribution was gratefully appreciated, and was used to assist the Coorow Tourism Committee in establishing a defined direction for the previously non existent tourism services in Coorow.

The Shire of Coorow contribution was used for the following in 10:

- Design, full colour printing and distribution of tourism brochures - Coorow Farm Wildflower Drive 1 (approx. 250), Coorow Wreath Flower Drive Wildflower Drive 2 (approx. 250) Coorow, Gateway to the Mid West (approx. 200), Coorow Accommodation Guide (approx. . 50), Historical Guide to Buildings of the Coorow Townsite (approx. 20). A copy of each brochure is included for your reference;
- Design, full colour printing and distribution of the Coorow Business Listing sheet;
- Designed and had produced two 'Coorow Farm' signs to direct tourist traffic to the Coorow Farm. These signs are located on the farm facing the Midlands Road and the Coorow Latham Road;
- Design and construction of steel Magpies for street signs within Coorow, creating the Magpie Country feel;
- Liaised with all business and negotiated with businesses within the town to enhance the street appeal with the use of coloured Bali Flags; and
- Held four meetings with interested community stakeholders, including a selection of community members, shire representatives, CCLI representatives, business owners and community groups.

The Coorow Tourism Committee has already implemented the following for the 2011 tourist season:

- Continued printing the tourism brochures (plus continued printing as season progresses) including distribution to all businesses within the town. Brochures also distributed to Carnamah Tourist Centre, Bindoon Bakery, Gingers Roadhouse Upper Swan.  
Wildflower Drive 1 approx. 700  
Wildflower Drive 2 approx. 700  
Coorow, Gateway to the Midwest approx. 500  
Heritage Brochure approx. 200  
Coorow Accommodation Brochure approx. 200
- Organised for a journalist and photographer from the Saturday West Australian to come up and do a feature article on Coorow Farm and CCLI. (Thanks to Bart Maley)
- Providing free morning and afternoon tea (thanks to the Coorow CRC) for tourists travelling through.
- Opening the Coorow Hall on weekends to provide tourist information and light lunches from the CRC/Hall on Saturdays and Sundays for tourists travelling through.
- Ordered more Magpies for street signs around town.
- Developed a feedback form for visitors to fill in with suggestions on what to improve and what they have enjoyed/things we have done well.
- Created a Coorow Facebook page for events, news and pictures.
- Free bike hire with helmets - insurance covered by Coorow CRC.
- Cement picnic setting and BBQ surround at Coorow Farm (donated by CCLI)

We are endeavouring to do the following for the 2011 and future tourist seasons:

- Design and purchase of 6 canvas banners as follows: 2 x Caravan Park with arrow, 2 x Tourist Information with arrow, 2 x wildflowers/Coorow Farm with arrow. Costed at approx. \$800
- Plant native flowers underneath existing trees in Main Street and around entry signs.
- Host a wildflower event in 2012 (with views to making it an annual event) showcasing local flowers, attractions and produce. Possibly a week long event incorporating farm tours, shearing demonstrations, family fun day, wildflower display, community fete, market day, etc. Widely promote this event.



As you can see the Coorow Tourism Committee has been proactive and innovative in the approach to providing tourists with information and facilities within the town of Coorow.

We have had very positive feedback from tourists and are always looking for ways to improve our services and facilities to meet the needs of people travelling through.

It would be greatly appreciated if the Shire of Coorow would contribute \$2,000 to the ongoing efforts of the Coorow Tourism Group in 2011 to assist with the purchase of banners, improving of tourist services and facilities and the ongoing printing cost of the brochures that are proving very popular.

Thank you again for your kind donation in 2010 and we look forward to working together to get a firmly established tourist trade in Coorow for the benefit of our community.

Should you have any further queries, or if you would like to discuss this further, please contact Stacey Donohue at the Coorow Community Resource Centre on (08) 9952 1266.

Kind Regards



Deborah Maley

Chairperson Coorow Tourism Committee

#### **COMMENT:**

Council has allocated \$2,000 under Tourism and area promotion, Job 6802 Area Promotion - Tourism Other page 119 of the 2011/12 Budget.

This amount was given to the Coorow Tourism Committee in the 2010/11 financial year to undertake tourism projects.

The Coorow Tourism Committee has been quite active and the amount of \$2,000 towards the listed projects would be money well spent in lifting the Coorow town site for tourism.

#### **STATUTORY ENVIRONMENT:**

*Local Government Act 1995*

Shire of Coorow 2011/12 Budget

#### **STRATEGIC IMPLICATIONS:**

**Fits with in goal 4 of Councils Strategic Plan**

#### **GOAL 4 – ECONOMY**

**ECONOMY** includes:

- Maximising the opportunity from the tourism industry.

#### **Support and promote a resilient local economy.**

The Shire will achieve this through:

- Partnerships
- Supporting and promoting tourism
- The availability of land
- Recognising the importance of local businesses and industries.

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Amount of \$2,000 allocated in the 2011/12 Budget under Area Promotion - Tourism  
Other page 119.

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council contribute \$2,000 from Councils 2011/12 Budget as listed under Area  
Promotion – Tourism Other

**RESOLUTION:**

**2011/174**

***Moved: Cr Jack***

***Seconded: Cr George***

*That Council contribute \$2,000 from Councils 2011/12 Budget as listed under Area  
Promotion – Tourism Other*

*Council place an annual amount in Councils Budget processes for the Coorow Tourism  
Committee*

***CARRIED 8/0  
Simple Majority***

***Councils Resolution differed from Officer Recommendation as Council requested  
Coorow Tourism Committee be placed in Councils Budget processes for 2012/13***

*Cr Bothe declared direct interest being the President of CCLI and left the room at 4.28pm*

*Cr McDonald declared an impartiality interest*

**11.1.3 SALE OF PORTION LOT 10 LOCATION 2023 TO THE COOROW COMMUNITY LAND INCORPORATED.**

<b>AUTHOR</b>	Mark Hook
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	10 October 2011
<b>ATTACHMENT</b>	
<b>FILE</b>	ADM0108

**SUMMARY:**

Council is being requested to sell a portion of Lot 10, Location 2023 to the Coorow Community Land (Inc) (CCLI).

**BACKGROUND:**

The following Resolution was passed by Council at the 27<sup>th</sup> July Ordinary Meeting of Council.

**RESOLUTION:** *2011/094*

*Moved: Cr Jack*

*Seconded: Cr McDonald*

- 1. That the Shire of Coorow Gift a section of land to be excised from Part Lot 10 Location 2023 for the provision of a manufacturing workshop to the Coorow Community Land (Inc).*
- 2. That all costs associated with the subdivision and transfer of Part Lot 10 Location 2023 to the Coorow Community Land (Inc), at the expense of the Coorow Community Land (Inc).*
- 3. That Council gift up to 0.5 of a Hectare or up to existing track*
- 4. That Council put a caveat on the land so it cannot change hands*

***CARRIED 5/0  
Simple Majority***

**Councils Resolution differed from Officer Recommendation that Council put a limit on land size and a Caveat on the gifted land should something go wrong.**

The Chief Executive Officer has advised the Coorow Community Land (Inc) of Council's decision.

Representatives of the Coorow Community Land (Inc) have held meetings with the Chief Executive Officer asking if Council would sell the land to the Coorow Community Land (Inc) instead of donating the land. The Chief Executive Officer advised the Coorow Community Land (Inc) that they would need to have the land valued and then make an offer to Council on the valuation received.

The CCLI have forwarded the following letter to Council after the meetings with the Chief Executive Officer...

*On behalf of Coorow Community Land Incorporated (CCLI) I would like to thank Council for their generously acquiescing to our request to gift a portion of Part lot 10 Location 2023 to CCLI for the purpose of supporting the establishment of an innovative manufacturing business in Coorow.*

*CCLI now finds itself in the position of being able to offer to purchase the land outright.*

*Discussions between CCLI, the business proponent and the funding body have resulted in this offer of purchase.*

*After recent discussions with yourself we have obtained an independent valuation from a locally based Valuer and attach it for your consideration and in support of our offer. We consider that it represents a fair valuation of the parcel of land which is currently unserviced and would require substantial head-works costs to be met by us should this application be successful.*

*CCLI commits to meet all survey, statutory and transfer costs associated with the purchase should Council agree to this alternative offer of purchase.*

*In closing I ask on behalf of CCLI that Council please favourably consider our offer to purchase at this independently obtained valuation.*

The CCLI requested a valuation of the proposed land from Mr Terry McDonald of Elders Real Estate. The valuation received from Mr Terry McDonald is as follows.

*To whom it may concern,*

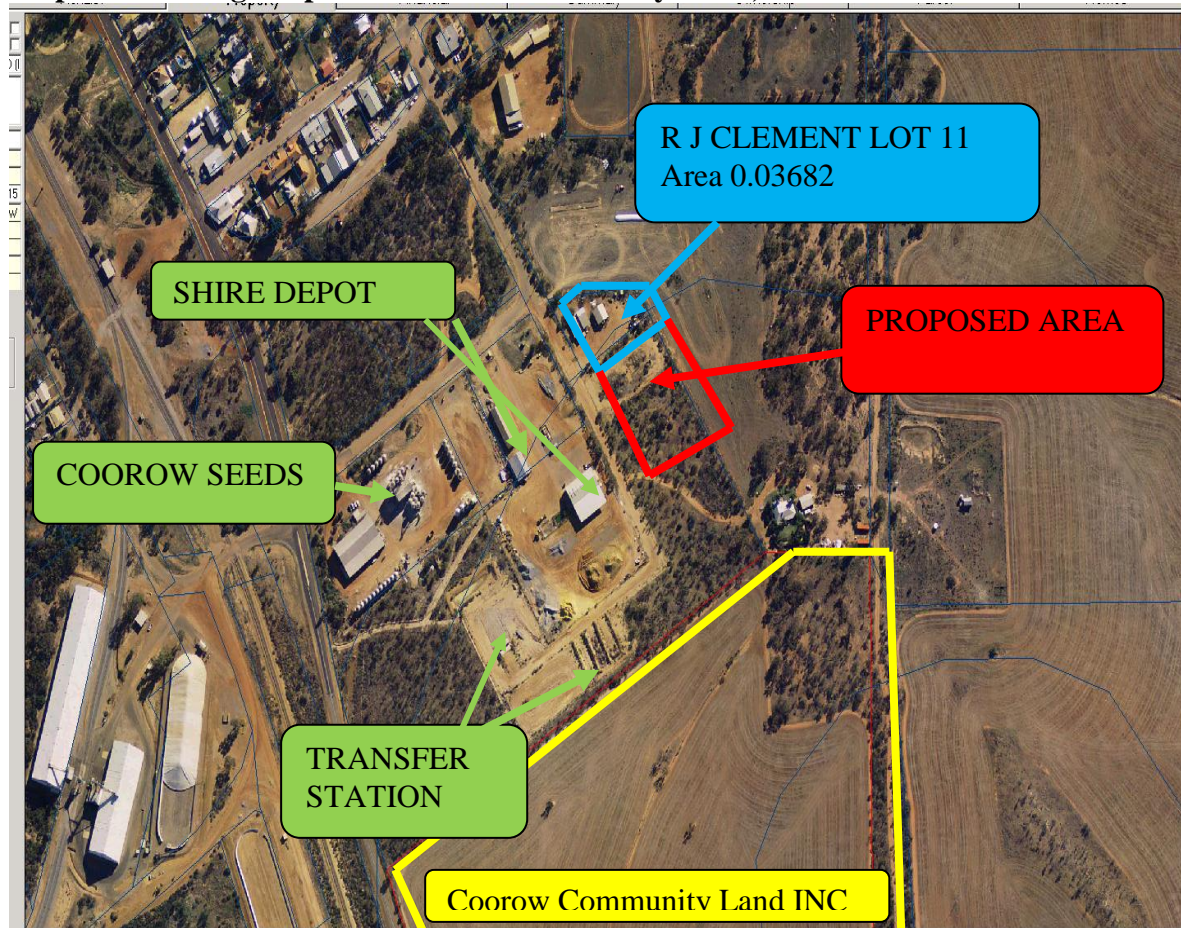
*I have been requested by a Coorow Shire Councillor and President of The Coorow Farm Michael Bothe, to place a value on the land in Bristol Street opposite the Shire Works Yard and adjoining R & E Clements Property. At present the land is in a raw state, with clearing and head works to be carried out. It also has a gravel road running to the proposed area. As you are well aware, many Wheat Belt Towns had a Free Land Policy (industrial) in previous years, which add to the difficulty of estimating values. I carried out measurements with the assistance of Rob Clement, and marked out an area of 15,400 square metres. This area is subject to change but for the moment I will base the estimation on the above. I would place the estimation in the range of \$4200 to \$5500 in its "raw state" This is only an estimate but I am available for further discussion if you believe this is not a feasible interpretation of the area in question.*

*Yours Faithfully*

*Terry McDonald*  
*28.09.2011*

The offer from CCLI also includes the cost of all land transfers and surveying fees being met by the Coorow Community Land (Inc).

**Map 1 – Showing Proposed Coorow Community Land, Land area**



**COMMENT:**

It is the view of the Chief Executive Officer that selling the land would be a better option to the Council and the valuation received appears to be sound and that Council should sell the land to the Coorow Community Land (Inc) at a value of \$6,000 and this be transferred to Councils Building Reserve.

Council will be required to rescind by Absolute Majority the motion already passed and will need to pass a new Resolution allowing for the sale of the requested portion of the land to the Coorow Community Land (Inc) instead of the gifting of the land.

Following is the process for rescinding motions under Councils new Standing Orders.

**PART 16 – REVOKING OR CHANGING DECISIONS**

**16.1 Requirements to revoke or change decisions**

The requirements to revoke or change a decision made at a meeting are dealt with in regulation 10 of the Regulations.

- (1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported -
  - (a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or
  - (b) in any other case, by at least  $\frac{1}{3}$  of the number of offices (whether vacant or not) of members of the council or committee,

inclusive of the mover.

- (1a) Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least  $\frac{1}{3}$  of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.
- (2) If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made -
  - (a) in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or
  - (b) in any other case, by an absolute majority.
- (3) This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

[Regulation 10 of the Regulations]

## **16.2 Limitations on powers to revoke or change decisions**

- (1) Subject to subclause (2), the Council or a committee is not to consider a motion to revoke or change a decision:
  - (a) where, at the time the motion is moved or notice is given, any action has been taken under clause 16.3 to implement the decision; or
  - (b) where the decision is procedural in its form or effect.
- (2) The Council or a committee may consider a motion to revoke or change a decision of the kind described in subclause (1) (a) if the motion is accompanied by a written statement of the legal and financial consequences of carrying the motion.

Council will have to advertise the sale of the portion of Part Lot 10 Location 2023 in accordance with Section 3.58 of the *Local Government Act 1995*.

## **STRATEGIC ENVIRONMENT:**

*Shire of Coorow Standing Orders Local Law 2010 - PART 16 – REVOKING OR CHANGING DECISIONS*

*Local Government Act 1995*

## **3.58. Disposing of property**

- (1) In this section —

**dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;

**property** includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
  - (a) the highest bidder at public auction; or
  - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
- (a) it gives local public notice of the proposed disposition —
    - (i) describing the property concerned;
    - (ii) giving details of the proposed disposition; and
    - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;
 and
  - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3) (a)(ii) include —
- (a) the names of all other parties concerned;
  - (b) the consideration to be received by the local government for the disposition; and
  - (c) the market value of the disposition as ascertained by a valuation carried out not more than 6 months before the proposed disposition.
- (5) This section does not apply to —
- (a) a disposition of land under section 29 or 29B of the Public Works Act 1902;
  - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59;
  - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
  - (d) any other disposition that is excluded by regulations from the application of this section.

#### **STRATEGIC IMPLICATIONS:**

Fits within the following Strategic Plan headings

#### **ECONOMY includes:**

- Maximising the opportunity from the tourism industry.
- Provide support for economic opportunities.
- Being proactive to responsibly support local business.
- Retaining and attracting industry, agencies and projects.

#### **Support and promote a resilient local economy.**

The Shire will achieve this through:

- Partnerships
- Supporting and promoting tourism
- The availability of land
- Recognising the importance of local businesses and industries.

#### **FINANCIAL IMPLICATIONS:**

Nil



**VOTING REQUIREMENT:**

Absolute Majority

**OFFICER RECOMMENDATION:**

**Recommendation 1.**

That Council Rescind:

**RESOLUTION:**                      **2011/094**

***Moved: Cr Jack***

***Seconded: Cr McDonald***

- 1. That the Shire of Coorow Gift a section of land to be excised from Part Lot 10 Location 2023 for the provision of a manufacturing workshop to the Coorow Community Land (Inc).*
- 2. That all costs associated with the subdivision and transfer of Part Lot 10 Location 2023 to the Coorow Community Land (Inc), at the expense of the Coorow Community Land (Inc).*
- 3. That Council gift up to 0.5 of a Hectare or up to existing track*
- 4. That Council put a caveat on the land so it cannot change hands.*

**Recommendation 2.**

That the Shire of Coorow Sell a section of land to the Coorow Community Land (Inc) to be excised from Part Lot 10 Location 2023 at a value of \$6,000 for the provision of a manufacturing workshop

**Recommendation 3.**

That all costs associated with the subdivision and transfer of Part Lot 10 Location 2023 to the Coorow Community Land (Inc), be at the expense of the Coorow Community Land (Inc).

**Recommendation 4.**

That the amount of \$6,000 for the sale of the land be transferred to Councils Building Reserve

**RESOLUTION:**                      **2011/175**

***Moved: Cr Williams***

***Seconded: Cr McTaggart***

That Council Rescind:

**RESOLUTION:**                      **2011/094**

***Moved: Cr Jack***

***Seconded: Cr McDonald***

1. *That the Shire of Coorow Gift a section of land to be excised from Part Lot 10 Location 2023 for the provision of a manufacturing workshop to the Coorow Community Land (Inc).*
2. *That all costs associated with the subdivision and transfer of Part Lot 10 Location 2023 to the Coorow Community Land (Inc), at the expense of the Coorow Community Land (Inc).*
3. *That Council gift up to 0.5 of a Hectare or up to existing track*
4. *That Council put a caveat on the land so it cannot change hands.*

**RESOLUTION:**

***Moved: Cr McTaggart***

*That the Shire of Coorow advertise its intention to dispose of a section of land to the Coorow Community Land (Inc) to be excised from Part Lot 10 Location 2023 at a value of \$6,000 for the provision of a manufacturing workshop and if no adverse comments are received Council dispose of the surveyed property to the Coorow Community Land (Inc.)*

***CARRIED 7/0***  
***Absolute Majority***

***Moved: Cr Waite***

*That the amount of \$6,000 for the sale of the land be transferred to Councils Building Reserve.*

***Councils Resolution differed from Officers Recommendation as Council felt Recommendation 3 be included with Recommendation 2***

**Cr Williams and Cr George declared impartiality interest both being members of the Men's Shed.**

**11.1.4 GREEN HEAD MEN'S SHED DONATION**

<b>AUTHOR</b>	Mark Hook
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	10 October 2011
<b>ATTACHMENT</b>	Nil
<b>FILE</b>	ADM0051

**SUMMARY:**

**Council is being requested to donate \$650 to the Green Head Men's Shed for the pumping out of the leach drains and septic tanks at Lot 395 Johns Street, Green Head.**

**BACKGROUND:**

The Green Head Men's Shed have been given the use by Council of the old West Star Crayfish depot at Lot 395 Johns Street Green Head for the purpose associated with the Men's Shed.

They have been cleaning up the yard and they have been donated a shed by Iluka which will be placed on site in the near future. Prior to the shed being allowed to come on site and be erected the old septic tanks and leach drains need to be pumped out to meet the Building and Health Regulations as laid down by Council Manager of Regulatory Services.

The Green Head Men's Shed only had a limited time frame to undertake this project as the volunteer labour could only tackle the task in a certain time frame. Therefore they had to have the tanks pumped prior to any monies being raised.

**COMMENT:**

The Green Head Men's shed are requesting Council to donate the amount of \$650 towards the cost for the pumping out of the old septic tanks and leach drains.

Most of the work at this site has been done by volunteers and they have been keeping in contact with Councils Manager of Regulatory Services to ensure they are doing it right so that they comply with the Health and Building Regulations for the site.

Council Manger of Regulatory Services advised them they would need to pump out the leach drains and septic tanks prior to them being relocated to another area on the proposed site at Lot 395 for the Green Head Men's Shed.

This project is a good Community project and should be supported by Council.

Council has an amount of \$10,000 set aside within the 2011/12 Budget for Other Donations and the \$650 could come from this account.

**STATUTORY ENVIRONMENT:**

*Health Act 1911*

*Building Codes 2011*

**STRATEGIC IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS:**

\$650 donation to Green Head Men's Shed.

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER RECOMMENDATION:**

That the Shire of Coorow Donate \$650 to the Green Head Men's Shed for the pumping out of the septic tanks and leach drains on Lot 395 Johns Street, Green Head.

**RESOLUTION:**

**2011/178**

***Moved: Cr Waite***

***Seconded: Cr Bothe***

*That the Shire of Coorow Donate \$650 to the Green Head Men's Shed for the pumping out of the septic tanks and leach drains on Lot 395 Johns Street, Green Head.*

***CARRIED 8/0***  
***Simple Majority***

### 11.1.5 CONTRACT GRANTS OFFICER

<b>AUTHOR</b>	Mark Hook
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	11 October 2011
<b>ATTACHMENT</b>	11.1.5 Position Description , Selection Criteria
<b>FILE</b>	ADM0061

#### **SUMMARY:**

**Council is being requested to advertise the position of Community Economic Development officer based on Level 3 of the Local Government Officer Award (WA) 1999 on a part time basis of two days per week to the 30<sup>th</sup> June 2012.**

#### **BACKGROUND:**

Council passed the following Resolution at its Ordinary Meeting of Council on the 16<sup>th</sup> February 2011.

#### **RESOLUTION: 2011/002**

***Moved: Cr George***

***Seconded: Cr Williams***

*That the Chief Executive Officer advertise for a Grants Officer for an initial six months contract period.*

***CARRIED 7/0  
Absolute Majority***

The Chief Executive Officer placed the following advertisement in the local papers as per Council's Resolution 2011/12 and after receiving a number of applications Council appointed the Coorow Community Resource Centre to the position of Grants Officer for a six month Period ending the 1<sup>st</sup> October 2011.

Attached to this report is the Position Description and Selection Criteria for the position of Grants Officer with the Shire of Coorow.

#### **COMMENT:**

The current contract with the Coorow Community Resource Centre for the provision of a Grants Officer with the Shire of Coorow ended on the 1<sup>st</sup> October 2011. Council has budgeted \$30,000 for this position to continue under Schedule 4 Governance Administration Consultants Grants Officer \$30,000.

The Coorow Community Resource Centre has been doing a good job and have been able to get a number of grants for local organisations. However it is good management to advertise the position for a short period to see what other consultants are available, who can provide the same service.

.

**STATUTORY ENVIRONMENT:**

*Local Government Act 1995*

**STRATEGIC IMPLICATIONS:**

Fits with in the following strategic plan goals:

**GOAL 1 - LEADERSHIP**

Achieve positive community outcomes within a financially responsible framework through a process of innovation, consultation and decisive leadership.

**GOAL 2 - SERVICES**

Ensure the community has access to quality facilities and services to allow a safe and vibrant lifestyle.

**GOAL 4 - ECONOMY**

Support and promote a resilient local economy.

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

As per budget allocation of \$30,000

**PUBLIC CONSULTATION:**

Contract is advertised in the local papers.

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER RECOMMENDATION:**

That the Chief Executive Officer advertise for a Grants Officer for contract period expiring on the 30<sup>th</sup> June 2012.

**RESOLUTION:**

*2011/179*

*Moved: Cr George*

*Seconded: Cr Williams*

*That the Chief Executive Officer advertise for a Grants Officer for contract period expiring on the 30<sup>th</sup> June 2012.*

***CARRIED 8/0***  
***Simple Majority***

## **POSITION DESCRIPTION**

- 1. TITLE** Community and Economic Development Officer
- 2. LEVEL** 3 Local Government Officers Award (WA) 1999
- 3. DEPARTMENT/SECTION** Administration
- 4. POSITION OBJECTIVES**
  - a) To commence the participation of the communities of the Shire of Coorow in economic and employment development initiatives that offer positive outcomes for the Shire and lead to a broadening of Shire's economic base.
  - b) To achieve an improvement in the Shire of Coorow's regional community's economy and undertake research, feasibility studies and other activities necessary to identify, develop, and/or, attract potential new businesses to the Shire of Coorow.
  - c) To harness and co-ordinate Council, Government, business and community resources in pursuit of economic development initiatives and outcomes.
  - d) To pursue relevant external funding opportunities for the Coorow community to further the corporate objectives of Economic and Community Development.
  - e) To motivate and empower local community groups via facilitation and information sharing to put in place active and deliberate strategies to enhance the district.

## **5. KEY RESPONSIBILITY AREAS**

### **5.1 Economic Development Strategy**

- a) In conjunction with the Chief Executive Officer, community groups and Council colleagues develop comprehensive policies and programs for the economic development of the communities of the Shire of Coorow.
- b) In conjunction with the Chief Executive Officer, community groups and Council colleagues undertake, organise and or facilitate the advancement or implementation of projects already identified. Regularly review and update the economic development plans as well as Council's Corporate Objectives as they relate to Community and Economic Development and the broadening of Coorow's Economic base.
- c) Co-ordinate necessary research to identify and promote local development needs resources and opportunities for growth.
- d) Work with Local Groups and associations to develop strategies to broaden the economic base of the Coorow Region's economy.
- e) Source avenues of funding (government and private) to achieve aims identified.
- f) Research public and private grant agencies and foundations to identify potential sources of funding for research, economic development, community service, or other projects.

### **5.2 Liaison with External Bodies**

- a) Regularly liaise, with government departments, agencies and other relevant economic development bodies to maintain and improve the profile of the Shire.
- b) Support the retention and expansion opportunities for existing industries.
- c) Represent the Shire of Coorow on economic development organisations and government and/or community organisations as requested.

### **5.3 Promotion and Marketing**

- a) Publish fact sheets and public relations material to educate the community on the importance of attracting new industry and business to the Shire.
- b) Work with the Chief Executive Officer to regularly review the success of development processes, and devise ongoing strategies to ensure an enhanced community awareness of the benefits and importance of ongoing growth and development for the Shire of Coorow.
- c) Attend local and regional forums where opportunity is provided to effectively promote the endeavours of the Shire of Coorow and the Shire of Coorow as a prime location for enhanced economic development.
- d) Assist community groups to promote the use of existing and developing facilities within the Shire for local and regional events.

### **5.4 Administration**

- a) Support the Shire of Coorow.
- b) Provide advice to Council, on economic development matters.
- c) Provide regular progress reports to the Chief Executive Officer, and prepare relevant materials for Council's Annual Report and Strategic Planning Process.
- d) Prepare submissions to Federal, State and Industry bodies seeking partnerships, subsidies and grants.
- e) Liaise with the Shire of Coorow's Senior Staff to develop links between economic and community development and strategies and other Council and Community needs.

## **6. ORGANISATIONAL RELATIONSHIPS:**

Reports to: Chief Executive Officer

Internal Liaisons: Shire Councillors  
Management Team  
Council Staff

External Liaisons: State and Federal Government Departments/Agencies (Especially those with economic development or business Portfolios)  
Community Committees and Groups associated with Business and Economic Development  
Developers and investors  
Shire of Coorow business people  
Industry organisations  
Media representatives  
Community groups and organisations



## **7. PERFORMANCE CRITERIA**

- 7.1 The quality and success of the work undertaken by the Community and Economic Development Officer.
- 7.2 The successful implementation of initiatives.
- 7.3 The acquisition of new businesses and industry.
- 7.4 The success of economic development promotion and networking.
- 7.5 The securing of Government and/or Private Sector funding to support projects/programs.
- 7.6 The effectiveness of two-way communication with staff within other departments of the Council and with members of the Community Groups within the Shire of Coorow.
- 7.7 The level of co-operation with Councillors, officers and staff of the Council and the public.
- 7.8 Ability to prepare correspondence and submissions.

## **SELECTION CRITERIA**

### **Essential**

- 1. Well-developed written and oral communication skills
- 2. Strong interpersonal skills
- 3. Strong time management and organising skills
- 4. Strong strategic and analytical skills
- 5. Ability to establish rapport and negotiate with government agencies, business and community.
- 6. Knowledge of issues influencing the development of regional communities and industries.
- 7. Proven ability to make decisions, work unsupervised and complete tasks.
- 8. Proven experience in preparing submissions, funding applications and reports.
- 9. Experience in using Microsoft Office (Word, Excel, Outlook) is essential. Use of Publisher and Power Point is desirable.
- 10. A "C" class driver's licence.

### **Desirable**

- 1. Knowledge of the northern agricultural region particularly the Shire of Coorow and other surrounding Shires.
- 2. Sound knowledge of current regional economic development strategies.
- 3. Experience working in Local Government.
- 4. Understanding of Government regional development policy.

## **QUALIFICATIONS**

To perform the job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required.

### **Relevant Education and/or Experience**

1. Appropriate Degree or Postgraduate qualifications or, extensive economic /community development experience. For example: at Tertiary Qualification in Economics, Marketing, Agribusiness or a relevant discipline.
2. Understanding of the context of rural development.
3. Proven success in working with community groups and achieving predetermined outcomes.

#### 11.1.6 CONSTRUCT HOUSE LOT 626 (16) MORCOMBE ROAD LEEMAN

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	11 October 2011
ATTACHMENT	Nil
FILE	ADM0103

#### SUMMARY:

**Council is being requested to give Delegated Authority to the Chief Executive Officer to call tenders for the construction of a four bedroom, two bathroom transportable residence on Lot 626, 16 Morcombe Road Leeman WA 6516.**

#### BACKGROUND:

Council has placed in the budget under Schedule 9 Staff Housing the amount of \$420,000 for the construction of a house on Lot 626, 16 Morcombe Road Leeman (page 59 of 2011/12 budget).

#### COMMENT:

There have been comments made by Councillors that they were not aware that the construction of the house on Lot 626, 16 Morcombe Road Leeman was being constructed on a lot that Council only has Vesting on and not owned under a Certificate of Title.

All the reports presented to Council on this item have always shown that Lot 626 Morcombe Road was a Vesting Order and not a Certificate of Title block.

This lot is the only land that Council owns or is vested for Staff housing in Leeman.

Council in the 2010/11 Budget allocated funds to fill and level this block for the construction of a future Staff house.

Council is yet to call tenders for the construction of this property as it is still subject to part funding through the Royalties for Regions 2011/12 Council allocations. Department of Regional Development and Lands have still not released the guidelines or application forms for the 2011/12 funding round. Once they are released the Chief Executive Officer will make application for all the R4R 2011/12 projects in Councils budget.

The funding for this residence as per Councils budget allocation of \$420,000 is

■ Local Component R4R	\$253,642
■ Municipal Fund	\$166,358
TOTAL	\$420,000

Councils Manager of Regulatory Services has been working on a Request for Tender for the proposed residence at Lot 626, 16 Morcombe Road Leeman as per Council's Budget deliberations.

The Request for Tender will be ready for advertising as soon as the Royalties for Regions component of the project has been authorised by the Department of Regional Development and Lands.

There appears to be some debate between Councillors on whether Council should be building on land it does not own under a Certificate of Title as it is unable to realise the value of its asset through the normal sale process if it was owned under a Certificate of Title.

By Council building a transportable on this property it should be able to resell the transportable and move it off the property if it wishes to do so in the long term.

The Shire of Coorow does not have any other Lots available in Leeman or Green Head for Staff housing and if the House is constructed correctly. I could not see Council wishing to realise this asset in the near future. Council could still purchase the land the house is sitting on at a later date through the Department of Lands.

I believe this is the best option for Council as outlined in the Report presented to Council at the 2011 July Ordinary Meeting where the following Resolution was passed by Council.

**RESOLUTION:**

**2011/076**

**Moved: Cr Williams**

**Seconded: Cr Waite**

*That Council:*

- 1) Continue the policy of a Housing Allowance to staff who provide or rent their own housing;*
- 2) finance any land purchases and housing construction in shire of Coorow from recurrent income and not through debt funding;*
- 3) Sell lot 520 Tuart Street and place the amount in Councils Building Reserve in 2011/12 financial year.*
- 4) Place an amount of \$420,000 for the construction of a new executive style residence on Reserve 45389 Morcombe Road Leeman for the Manager of Regulatory Services in the 2011/12 Budget Estimates*
- 5) Budget to construct one new family residence of a standard suitable to attract employee's to work in Council's Works Crew in Coorow in line with the following replacement program for staff housing.*

<i>Year</i>	<i>Housing Requirement</i>	<i>Investment Required \$</i>	<i>Purchase Of Land \$</i>
<i>2012/13</i>	<i>Plant Operator</i>	<i>\$290,000 - 3/2</i>	
<i>2013/14</i>	<i>Plant Operator</i>	<i>\$310,000 - 3/2</i>	<i>\$10,000</i>
<i>2014/15</i>	<i>Plant Operator</i>	<i>\$210,000 – Duplex</i>	<i>\$10,000</i>
	<i>Total</i>	<i>\$780,000</i>	<i>\$20,000</i>

6) Commence discussions with DOLA and Minister for Lands to negotiate the gifting of all land vested with council for the purpose of staff housing to Council by land title.  
A copy of the vesting order is as follows.

FORM LAA-1023

SECTION 46

WESTERN AUSTRALIA  
LAND ADMINISTRATION ACT 1997  
TRANSFER OF LAND ACT 1893 AS AMENDED

### MANAGEMENT ORDER (XE)

RESERVE DESCRIPTION (NOTE 1)

EXTENT

VOLUME

FOLIO

Reserve 45389

3000

224

MANAGEMENT BODY (NOTE 2)

Shire of Coorow

CONDITIONS (NOTE 3)

To be held for the designated purpose of "Shire Housing".

THE MINISTER FOR LANDS ORDERS THAT THE CARE, CONTROL AND MANAGEMENT OF THE ABOVE RESERVE BE PLACED WITH THE ABOVE DESCRIBED MANAGEMENT BODY FOR THE PURPOSE FOR WHICH THE LAND IS RESERVED UNDER SECTION 41 OF THE LAND ADMINISTRATION ACT 1997, AND FOR PURPOSES ANCILLARY OR BENEFICIAL TO THAT PURPOSE SUBJECT TO THE CONDITIONS STATED ABOVE

Dated this

7<sup>th</sup>

day of

August

in the year

1998

ATTESTATION (NOTE 4)

  
SENIOR RESERVES OFFICER

**INSTRUCTIONS**

1. If insufficient space in any section, Additional Sheet Form B1 should be used with appropriate headings. The boxed sections should only contain the words "See Annexure".

2. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by parties.

3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the person signing this document and their witnesses.

**NOTES**

**1. RESERVE DESCRIPTION**

Reserve number and details to be stated. The Volume and Folio numbers to be stated.

**2. MANAGEMENT BODY**

State the full name of the management body.

**3. CONDITIONS**

Specify all conditions to be observed by the lessee in the operation of the area affected by this permit.

**4. EXECUTION**

A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The address and occupation of the witness must be stated.

EXAMINED

**DUPLICATE**

**DUPLICATE**



**G 870604 XE**

**07 Aug, 1998 13:07:22 Midland**

**MANAGEMENT ORDER (XE)**

LODGED BY Land Administration Services Branch

ADDRESS DOLA

PHONE No.

FAX No.

REFERENCE No. Tina Richard 00927-1998-01RO

ISSUING BOX No.

PREPARED BY Land Administration Services Branch

ADDRESS DOLA

PHONE No. FAX No.

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO  
OTHER THAN LODGING PARTY

TITLES, LEASES, DECLARATIONS ETC LODGED  
HEREWITH

1. \_\_\_\_\_ Received Items

2. \_\_\_\_\_ Nos.

3. \_\_\_\_\_

4. \_\_\_\_\_ Receiving Clerk

5. \_\_\_\_\_

6. \_\_\_\_\_

981631-003



Registered pursuant to the provisions of the TRANSFER OF  
LAND ACT 1893 as amended on the day and time shown  
above and particulars entered in the Register.

DOLA box 98



LAND

NOT TO BE REMOVED FROM THE DEPARTMENT OF LAND ADMINISTRATION

NO DUPLICATE ISSUED

REGISTER

VOLUME

FOLIO

3000

224

Application G870602  
Corr. 927/1998

WESTERN



AUSTRALIA

QUALIFIED CERTIFICATE  
OF

## CROWN LAND TITLE

UNDER THE "TRANSFER OF LAND ACT 1893" AS AMENDED  
AND THE "LAND ADMINISTRATION ACT 1997"

The undermentioned land is Crown land, in the name of the  
**STATE of WESTERN AUSTRALIA,**  
subject to the interests and status orders in the First Schedule which interests and status orders are subject to the  
interests, easements, encumbrances and notices shown in the Second Schedule hereto.

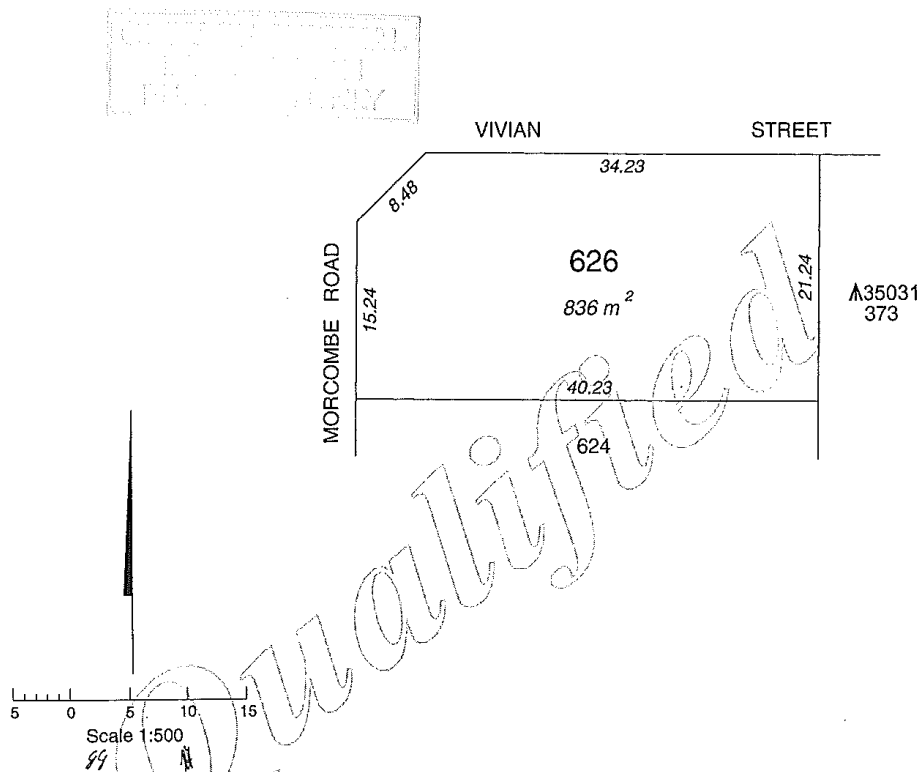
Dated 7 August, 1998

  
REGISTRAR OF TITLES

## LAND REFERRED TO

Leeman Lot 626 on Land Administration Diagram 89342 delineated on the sketch in the Third Schedule.

## THIRD SCHEDULE




WARNING: (1) THE LAND AND INTERESTS ETC. SHOWN HEREON MAY BE AFFECTED BY INTERESTS ETC. THAT CAN BE, BUT ARE NOT,  
SHOWN ON THE REGISTER.  
(2) THE INTERESTS ETC. SHOWN HEREON MAY HAVE A DIFFERENT PRIORITY THAN SHOWN.

CROWN

CROWN  
LAND

QUALIFIED CERTIFICATE OF CROWN LAND TITLE

VOL. 3000 FOL. 224

FIRST SCHEDULE		NOTE: ENTRIES MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS					
INSTRUMENT	NATURE	PARTICULARS		REGISTERED	TIME	SEAL	CANCELLATION
		NUMBER					
Creation of Reserve Management Order		G870603	Reserve No. 45389 for the purpose of "Shire Housing."	7.8.98	13.07		
		G870604	Care, Control and Management to Shire of Coorow.	7.8.98	13.07		

SECOND SCHEDULE		NOTE: ENTRIES MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS					
INSTRUMENT	NATURE	PARTICULARS		REGISTERED	TIME	SEAL	CANCELLATION
		NUMBER					



## **STATUTORY ENVIRONMENT:**

*Local Government Act 1995*

## **STRATEGIC IMPLICATIONS:**

**Fits within the following areas of Councils strategic Plan:**

### **GOAL 3 – INFRASTRUCTURE**

**INFRASTRUCTURE** includes:

- A sustainable approach to manage, enhance and maintain the Shire's infrastructure.
- Plan for the most efficient acquisition and utilisation of plant and equipment.
- Developing sustainable plans for the Shire's built assets.
- Seeking partnerships and encouraging innovation to address infrastructure needs.

**Introduce, maintain and upgrade assets and infrastructure which meet community needs through a timely and cost effective process.**

The Shire will achieve this through:

- Maintaining and developing road networks
- A planned approach for Plant and equipment
- A planned approach for buildings and amenities
- Focus on other infrastructure.

### **GOAL 3 STRATEGIES**

#### **Building and Amenities**

Develop sustainable plans for the Shire's buildings and amenities, including-

- Adopt a scheduled maintenance program.
- Develop a building and amenities replacement program.
- Identify funding resources, including funding partnerships.
- Rationalise staff housing.
- Maintain and increase reserve funding.

## **POLICY IMPLICATIONS:**

Nil

## **FINANCIAL IMPLICATIONS:**

The funding for this residence as per Councils budget allocation of \$420,000 is

■ Local Component R4R	\$253,642
■ Municipal Fund	\$166,358
TOTAL	\$420,000

## **PUBLIC CONSULTATION:**

Part of Budget process

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council request the Chief Executive Officer to call tenders for the construction of a four bedroom two bathroom transportable residence on Vesting Order Lot 626,16 Morcombe Road Leeman once the Royalties for Regions funding component of the project has been finalised.

**RESOLUTION:**

**2011/180**

***Moved: Cr George***

***Seconded: Cr Williams***

*That Council request the Chief Executive Officer to call tenders for the construction of a four bedroom two bathroom transportable residence on Vesting Order Lot 626,16 Morcombe Road Leeman once the Royalties for Regions funding component of the project has been finalised.*

***CARRIED 8 /0  
Absolute Majority***

## **11.2 MANAGER REGULATORY SERVICES:**

### **11.2.1 LEEMAN AND GREEN HEAD TOWNSITE EXPANSION STRATEGY**

<b>AUTHOR</b>	Simon Lancaster
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	28 September 2011
<b>ATTACHMENT</b>	Under Separate Cover
<b>FILE</b>	ADM0337

#### **SUMMARY:**

**The Steering Committee for the Leeman and Green Head Townsite Expansion Strategy has reviewed the draft document and forwarded it to Council for consideration for advertising. This report recommends that Council receive the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation) and write to the Western Australian Planning Commission seeking its consent to advertise the Strategy for a period of (60) sixty days**

#### **BACKGROUND:**

With the current 'sea-change' phenomenon being experienced by Australia's Coastal Towns and Communities, as well as increased visitation the Mid-West region, generally there is increasing interest and focus on Leeman and Green Head as a place to live, work and visit. In anticipation of a number of significant infrastructure projects likely to take place in the region in coming years, including the completion of Indian Ocean Drive and increasing interest in the resource industry, there is a need to provide for continued expansion of both towns that have historically evolved as traditional Coastal fishing villages. It is imperative that such growth is facilitated in an orderly and co-ordinated manner to ensure the character and appeal of both settlements is not eroded or compromised as they develop.

Leeman and Green Head are now at a point where there is a genuine need for strategic planning to be instigated to guide future land-use and development for both areas. In particular this project will address.

- What are the overall vision/s for the Leeman and Green Head town sites looking forward 10 – 15 years;
- Where, and how, future growth should occur and the constraints applicable to future land releases;
- Where the most appropriate places for urban consolidation should occur to deliver a more integrated, sustainable and liveable urban environment for each town site.
- To what extent does land supply drive land values and, hence, development form;
- What scale and density of development (residential, commercial, tourist and industrial) is more likely to deliver more sustainable economic benefits whilst enhancing, and not eroding, the quality of community wellbeing, lifestyle and service.

The Shire of Coorow initiated the Leeman and Green Head Townsite Expansion Strategy to explore and seek clarification and resolution of the following key issues:

#### *General*

- Review of relevant sections of the Shire of Coorow Local Planning Strategy (2001);
- Desired physical form, setting, character, and scale of development;
- Desired physical links and connections.

#### *Land Use*

- a land use structure/pattern for each of the study areas;
- Pattern and distribution of retail/commercial uses;
- Scope and level of mixed-use development, especially for short-stay accommodation and permanent residential living fronting the coastal foreshore;
- Scope, nature and type of infill development (green-field development may be constrained through Native Title factors, regard will need to be given for tenure issues, Native Title and areas of Department of Indigenous Affairs significance);
- Scope for expansion and/or provision for Community/civic facilities;
- Provision of Aged Care housing and Health facilities;
- Existing utility infrastructure servicing and requirements for infrastructure upgrading to cater for growth;
- Future development and land use opportunities aligned along Indian Ocean Drive with the town site boundaries.

#### *Movement Network*

- Conceptual pedestrian links and pathways;
- Desired traffic movement patterns and strategic parking nodes both within, and external to, the town centre.

#### *Coastal Foreshore*

- Scope/options for aquatic/maritime/recreational access, infrastructure, use, and activity;
- Town beach foreshore enhancements and areas for protection;
- Foreshore interface with key tourist sites, commercial town centre areas and mixed use development;
- Enhancement of public access and facilities;
- Boat access and landings.

#### *Townscape*

- Focus of town entry corridors/statements;
- Scope and identification of commercial node/s;
- Desired streetscapes and vistas;
- Desired landmarks and monuments;
- Public open space provision, extent and form.

#### *Implementation of Outcomes*

- Identify procedures, processes, mechanisms and funding opportunities etc required to deliver/implement desired outcomes on a realistic basis.

**COMMENT:**

Council resolved at its 24 April 2010 meeting as follows:

*“That Council:*

- 1 Thank all parties who expressed an interest in undertaking the Leeman and Green Head Planning Strategy;*
- 2 Place an amount of \$75,000 in the 2010/11 Budget estimates for the Leeman and Green Head Planning Strategy;*
- 3 Appoint Urbis to undertake the Leeman and Green Head Planning Strategy once the 2010/11 Budget has been adopted; and*
- 4 Delegate authority to the Chief Executive Officer to set a commencement date for the Leeman and Green Head Planning Strategy.”*

The inception meeting for the Leeman and Green Head Townsite Expansion Strategy between the Shire and the appointed consultant was held on 23 November 2010 to confirm the expectations of the project, establish the project methodology and confirm the parties who would be approached to form the Project Steering Group for the project.

The first meeting of the Leeman and Green Head Townsite Expansion Strategy Project Steering Group was held on 12 January 2011 to discuss the background to the project and the consultant’s initial findings, set a literature review, establish a consultation process and raise critical points, opportunities and constraints for consideration in the strategy.

The Steering Committee comprised representatives from the following:

- Shire of Coorow (2 Councillors and 2 Proxies, and Staff);
- Mid-West Development Commission;
- Department of Planning;
- LandCorp;
- Green Head Community Association;
- Leeman Progress Association, and
- Leeman Professional Fisherman’s Assoc..

Two Community workshops were then held on Sunday, 13 February 2011, the first being in Leeman attended by 30 persons, and the second in Green Head attended by 60 persons. The Community workshops proved critical in shaping the draft Strategy and were followed up by a meeting of the Project Steering Group on 14 February 2011 to discuss the outcome of the workshops.

The Project Steering Group again met on 22 March 2011 to review the Workshops Outcome Report, provide comment on a series of realistic growth scenarios and concept plans prepared for Development Focus Areas arising from the feedback of the Workshops. A series of key actions was presented to the appointed consultant by the Project Steering Group for their attention in the preparation of the draft Strategy.

Throughout June and July 2011 a preliminary draft of the Strategy was prepared, discussed and modified by the appointed consultant and Shire staff and on 24 August 2011 a draft Strategy was presented to the Project Steering Group members for review and the comments of the members have been incorporated into the version now presented to Council for its consideration.

A copy of the Leeman and Green Head Townsite Expansion Strategy (Draft for consultation) has been provided to Councillors as a separate document to the 19 October 2011 Council Agenda.

Should Council have issue with the Strategy and consider that further modifications are required prior to the document being advertised then the following draft resolution could be utilised:

*“That Council:*

- 1       Require the following modifications to be undertaken to the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation):*
  - (a)     ...requested modifications to be listed...*
- 2       Upon receipt of the duly modified Strategy write to the Western Australian Planning Commission seeking consent to advertise the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation) for a period of 60 days; and*
- 3       Delegate authority to the Chief Executive Officer to undertake the following:*
  - (a)     Undertake any modifications to the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation) that may be required by the Western Australian Planning Commission that are considered by the Chief Executive Officer minor in nature; and*
  - (b)     Set the advertising dates and procedures for the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation) upon receipt of the Western Australian Planning Commission’s consent to advertise.”*

#### **STATUTORY ENVIRONMENT:**

The Leeman and Green Head Townsite Expansion Strategy would meet with the definition of a Townsite Expansion Strategy as outlined in Section 2.8 of the Local Planning Manual (2010) prepared by the Western Australian Planning Commission (‘WAPC’):

*“A townsite expansion strategy is a non-statutory strategic plan that has been used to guide urban development in small country towns. In certain circumstances, the preparation of a townsite expansion strategy may be more appropriate than a local planning strategy, particularly if there is a need to*

*address specific growth pressures, where an urgent scheme amendment is required and for towns that have a population under 1000 people.*

*Discussions with DoP officers can assist in determining whether a townsite expansion strategy is appropriate for a specific townsite area as an interim measure, or whether a more comprehensive local planning strategy is required.”*

Whilst the Leeman and Green Head Townsite Expansion Strategy would not be a statutory document in itself it is proposed that the Strategy be advertised in accordance with the requirements of Section 12B of the *Town Planning Regulations 1967*. Preparation of the document in accordance with these requirements would enable the Leeman and Green Head Townsite Expansion Strategy to be referenced in deliberation (by the Local Government, Development Assessment Panel, State Government and State Administrative Tribunal) upon future development, subdivision and rezoning applications. The Strategy would also be used in formulating a review of the Shire’s Local Planning Strategy and Local Planning Scheme in the near future (the eventual scope and timeframe for which will be dependent upon the outcome of current discussions regarding structural reform).

#### **STRATEGIC IMPLICATIONS:**

The Shire of Coorow Local Planning Strategy (2001) provides strategic guidance for the further development of the Shire and Section 7.1 of the Strategy recommends that detailed structure planning for Leeman and Green Head be undertaken to improve some of the structural issues that have been identified.

The Leeman and Green Head Townsite Expansion will involve the detailed study of these issues, the formulation of recommendations and preparation of an implementation plan to meet this recommendation of the Shire’s Local Planning Strategy.

#### **POLICY IMPLICATIONS:**

Nil

#### **FINANCIAL IMPLICATIONS:**

The Project Brief stated that the maximum budget for the engagement of consultants would be \$75,000 (GST exclusive). All eleven received submissions did not exceed this amount, with the accepted quoted amount from Urbis being \$69,880 (GST exclusive).

The Project Brief required that the consultant provide a fixed quote to cover all costs associated with completing the requirements of the Study as outlined in this brief, including travel and accommodation costs.

The Project Brief set the following payment schedule, unless otherwise negotiated between the consultant and the CEO:

- The sum of 20% of the contracted price shall be paid upon receipt of invoice at commencement following acceptance of the report framework;
- The sum of 30% of the contracted price shall be paid on receipt of invoice following submission and acceptance of the draft Leeman and Green Head Planning Strategy report and any modifications required thereto;

- A sum of 30% of the contracted price shall be paid on receipt of invoice after the final Leeman and Green Head Planning Strategy report has been submitted and accepted by the Working Group and any modifications required thereto.
- The final 20% shall be payable upon receipt of an invoice and only after the Leeman and Green Head Planning Strategy has been submitted for final consideration by and endorsed by the Shire Council.

The Shire is responsible for assorted in-kind costs, such as use of its own facilities to hold workshops, promotion of the workshop dates to the Community, and some advertising and production costs etc.

#### **PUBLIC CONSULTATION:**

It is proposed that the Leeman and Green Head Townsite Expansion Strategy be advertised for public comment for a period of 60 days as follows:

- Write directly to all Leeman and Green Head based Community, Sporting and Recreation groups, the Department of Environment and Conservation, LandCorp, Local Professional Fishing Associations, Main Roads WA, Tourism WA, Department of Education, Indigenous/Native Title respondents and Service Authorities (water, power, telecommunications and gas) inviting comment upon the Strategy;
- Display notice of the Strategy inviting comment in the Snag Island News and Magpie Squawk, and also for 2 consecutive weeks in the Mid-West Times (to comply with Section 12B(2)(a) of the *Town Planning Regulations 1967*);
- Display notice of the Strategy inviting comment at public locations including the Leeman Administrative Centre, Leeman Recreation Centre, Green Head Community Centre, Coorow Administrative Centre, and local businesses that may be willing to display notices, and
- The appointed consultant have also offered to host a public information session/display for each town at an agreed date during the advertising period. It is suggested that the date, venue and manner in which this could be undertaken should be confirmed between the Shire's CEO and the appointed consultant once the advertising dates are known.

It is proposed that at the conclusion of the advertising period that the received submissions would be presented to the appointed consultant for consideration and discussion held between the Project Steering Group and the appointed consultant as to what modifications may be required to the document arising from the received submissions. A revised Strategy would then be presented to the Project Steering Group for final comment, and subsequently the Strategy would be presented to Council for its consideration and possible endorsement. Following presentation of the Strategy to Council, and any modification to the document that may be required by Council, the Strategy would then be forwarded by the Shire to the WAPC seeking its endorsement of the document.



**VOTING REQUIREMENT:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council:

1. Receive the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation);
2. Write to the Western Australian Planning Commission seeking consent to advertise the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation) for a period of 60 days, and
3. Delegate authority to the Chief Executive Officer to undertake the following:
  - (a) Undertake any modifications to the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation) that may be required by the Western Australian Planning Commission that are considered by the Chief Executive Officer minor in nature, and
  - (b) Set the advertising dates and procedures for the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation) upon receipt of the Western Australian Planning Commission's consent to advertise.

**RESOLUTION:**

**2011/181**

**Moved: Cr Waite**

**Seconded: Cr George**

*That Council:*

1. *Receive the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation);*
2. *Write to the Western Australian Planning Commission seeking consent to advertise the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation) for a period of 60 days, and*
3. *Delegate authority to the Chief Executive Officer to undertake the following:*
  - (a) *Undertake any modifications to the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation) that may be required by the Western Australian Planning Commission that are considered by the Chief Executive Officer minor in nature, and*
  - (b) *Set the advertising dates and procedures for the Leeman and Green Head Townsite Expansion Strategy (Draft for Consultation) upon receipt of the Western Australian Planning Commission's consent to advertise.*

**CARRIED 8/0**  
**Simple Majority**

## 11.2.2 HEALTH AND BUILDING SERVICES TO THE SHIRE OF CARNAMAH

<b>AUTHOR</b>	Dave Hadden
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	4 October 2011
<b>ATTACHMENT</b>	Nil
<b>FILE</b>	ADM0313

### **SUMMARY:**

**Council at its 16 February 2011 Council Meeting resolved that the Shire of Coorow offer the services of the Manager of Regulatory Services to the Shire of Carnamah at a rate of \$85.50 per hour with a travel rate of \$0.9554 cents per kilometre based on the current LG award for a six month trial basis. If the workload adversely impacts on the Manager of Regulatory Services provision of Health and Building services to the Shire of Carnamah, the Chief Executive Officer is given authority to withdraw the service prior to the (6) six month trial period ending.**

### **COMMENT:**

As the new Building Act 2011 takes effect from the 1 November 2011, it has been difficult to ascertain exactly what work load can be expected. As such the Manager of Regulatory Services believes that the (6) six month trial period should be extended by a further (6) six months with a review carried out at its completion.

The review will allow Staff to monitor services at both Councils to ensure there is no impact on the provision of service to the Shire of Coorow. If there is no impact on the Shire of Coorow services the provision of this service could be made permanent under formal agreement.

### **STATUTORY ENVIRONMENT:**

Nil

### **STRATEGIC IMPLICATIONS:**

Sharing of resources with neighbouring Councils

### **POLICY IMPLICATIONS:**

Council in the past has tried to share resources with neighbouring Councils.

### **FINANCIAL IMPLICATIONS:**

Increased income to the Shire of Coorow for the services of the Manager of Regulatory Services to the Shire of Carnamah, offsetting the MRS's current costs to Council.

### **PUBLIC CONSULTATION:**

Nil

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER RECOMMENDATION:**

That the Shire of Coorow, offer the services of the Manager of Regulatory Services to the Shire of Carnamah, for a further (6) six months trial, at a rate of \$85.50 per hour with a travel rate of \$0.9554 per kilometre based of the current LG award.

If the workload adversely impacts on the Manager of Regulatory Services provision of Health and Building services to the Shire of Coorow the Chief Executive Officer is given authority to withdraw the service prior to the (6) six month trial period ending.

**RESOLUTION:**

**2011/182**

***Moved: Cr Bothe***

***Seconded: Cr McTaggart***

**OFFICER RECOMMENDATION:**

*That the Shire of Coorow, offer the services of the Manager of Regulatory Services to the Shire of Carnamah, for a further (6) six months trial, at a rate of \$85.50 per hour with a travel rate of \$0.9554 per kilometre based of the current LG award.*

*If the workload adversely impacts on the Manager of Regulatory Services provision of Health and Building services to the Shire of Coorow the Chief Executive Officer is given authority to withdraw the service prior to the (6) six month trial period ending.*

***CARRIED 8/0  
Absolute Majority***

### 11.2.3 COASTAL LAND TENURE PROPOSALS

AUTHOR	Dave Hadden
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	4 October 2011
ATTACHMENT	10.2.3.-10.2.3.2-10.2.3.3
FILE	ADM0053*1*1

#### SUMMARY:

**Council at its 17 August 2011 Council Meeting resolved to:**

#### ***RESOLUTION 2011/120***

***3. Request Staff to advise State Land Services that Council wishes to cancel the 19 November 1996 original land swap agreement and further 20 February 2001 amendment to the agreement, due to the length of time that has passed since the original land swap agreement and changed land use needs currently being experienced by Council. (Attachment 10.2.3.1)***

#### COMMENT:

The Department of Environment and Conservation have replied to Councils advice Attachment 10.2.3.2 with a question, regarding the original agreement. The Department of Environment and Conservation would like to confirm that the Shire of Coorow withdrawal from the proposed land exchange agreement includes Reserves 970, 22523 and access track Attachment 10.2.3.3. Reserve 970 (Little Three Springs) is vested with Council for the purpose of Travellers while, Reserve 22523 is vested for the purpose of Camping and Water. Both Reserves were used as watering holes along the Old Stock Route.

The original agreement with DEC included Reserves 970, 22523 & 40544 including access track in the land swap.

Staff, do not believe that Council will require Reserves 970 and 22523 for any future uses whereas, Reserve 40544 (southern coastal Reserve) is expected to be required for a future townsite expansion and recreational needs.

As such Staff do not have any objections to DEC taking control of Reserves 970 and 22523 including access track subject to Reserve 970 (Little Three Springs) remaining accessible to the public from Cockleshell Gully Road in the future.

#### STRATEGIC IMPLICATIONS:

Nil

#### POLICY IMPLICATIONS:

Nil

**FINANCIAL IMPLICATIONS:**

State Land Services and Department of Environment and Conservation may request Council to cover the cost of any administrative/survey work carried out to date on the land swap, if an agreement can be reached on the cancellation of same.

**PUBLIC CONSULTATION:**

Nil

**VOTING REQUIREMENT:**

Absolute Majority

**OFFICER RECOMMENDATION:**

That Council:

- Request Staff to advise the Department of Environment and Conservation that Council wishes to cancel the 19 November 1996 original land swap agreement and further 20 February 2011 amendment to the agreement pertaining to Reserve 40544 only, and
- Further advise the Department of Conservation and Environment that Council still supports the taking of Reserves 970 , 22523 and access track subject to Reserve 970 (Little Three Springs) remaining accessible to the public from Cockleshell Gully Road in the future.

**RESOLUTION:**

**2011/183**

***Moved: Cr George***

***Seconded: Cr McDonald***

**OFFICER RECOMMENDATION:**

*That Council:*

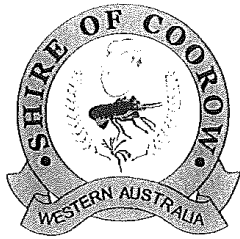
- *Request Staff to advise the Department of Environment and Conservation that Council wishes to cancel the 19 November 1996 original land swap agreement and further 20 February 2011 amendment to the agreement pertaining to Reserve 40544 only, and*
- *Further advise the Department of Conservation and Environment that Council still supports the taking of Reserves 970 , 22523 and access track subject to Reserve 970 (Little Three Springs) remaining accessible to the public from Cockleshell Gully Road in the future.*

***CARRIED 8 /0***  
***Absolute Majority***

**Dot point 2 should read as follows**

- *Further advise the Department of Environment and Conservation that Council still supports the taking of Reserves 970 , 22523 and access track subject to Reserve 970 (Little Three Springs) remaining accessible to the public from Cockleshell Gully Road in the future.*

OCR 113695



*Shire of Coorow*

Morcombe Road  
P.O. Box 238  
LEEMAN WA 6514

Telephone: (08) 9953 1388

Facsimile: (08) 9953 1377

Email: leeman@coorow.wa.gov.au

Enquiries: Dave Hadden  
Your Ref: 1999F222  
Our Ref: ADM0153 / A1709 DH/GM

Department of Environment & Conservation  
PO Box 73  
GERALDTON WA 6531  
Attn.: Kelly Gillen

Dear Kelly

Re: Coastal Land Tenure Agreement – Reserve 40544 for part Flora Reserve 24496

The Shire of Coorow, at its 19 November 1996 meeting, determined to agree to a land swap agreement with CALM. The land to be swapped was Council's Coastal Reserve 40544, south of Green Head, for part Flora Reserve 24496.

Due to the length of time that has passed since the original land swap agreement with no outcome and the changed land use needs currently being experienced by Council, Council determined, at its 17 August 2011 meeting, to rescind the original Resolution agreeing to the land swap.

As such, Council advises that it no longer wishes to give up Reserve 40544 for part Flora Reserve (Beekeepers) 24496.

Could you please confirm the cancellation of the abovementioned land swap agreement.

If you have any questions relating to this matter please contact the undersigned on 9953 1388.

Yours faithfully

Dave Hadden  
Manager, Regulatory Services  
30 August 2011

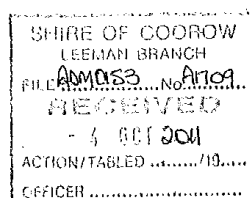


Government of Western Australia  
Department of Environment and Conservation

1CR 113810  
**COPY**

Your ref: ADM0153 / A1709 DH/GM  
Our ref: 1999F222  
Enquiries: Keith Hockey  
Phone: 96521911  
Fax: 96521922  
Email: keith.hockey@dec.wa.gov.au

Mr Dave Hadden  
Manager Regulatory Services  
Shire of Coorow  
PO Box 238  
LEEMAN WA 6514



Dear Mr Hadden

**COASTAL LAND TENURE AGREEMENT – RESERVE 40544 FOR PART FLORA RESERVE 24496**

Thank you for your letter of 30 August 2011 regarding the Shire of Coorow wishing to rescind from a land exchange agreement with the Department of Environment and Conservation (DEC).

The proposed land swap agreement involves DEC's Beekeepers Nature Reserve 24496 and the Shire of Coorow Reserve 40544. When this land swap was originally agreed to by both parties in 1996, it also included Shire Reserves 970 and 22523 being transferred to DEC.

I would like to confirm that the Shire of Coorow's withdrawal from the proposed land exchange agreement also includes reserves 970 and 22523.

Before DEC can agree to the cancellation of the proposed land tenure exchange the matter needs to be referred to the Conservation Commission of Western Australia (CCWA). This is necessary as the CCWA had previously endorsed the proposed land exchange, as specified in resolution 194/01.

Once the Shire of Coorow has confirmed that Reserves 970 and 22523 are to be included in the cancelled land exchange agreement then the matter will be referred to the CCWA.

If you would like to discuss this matter further please contact Keith Hockey at the DEC Jurien Bay office on 9652 1911.

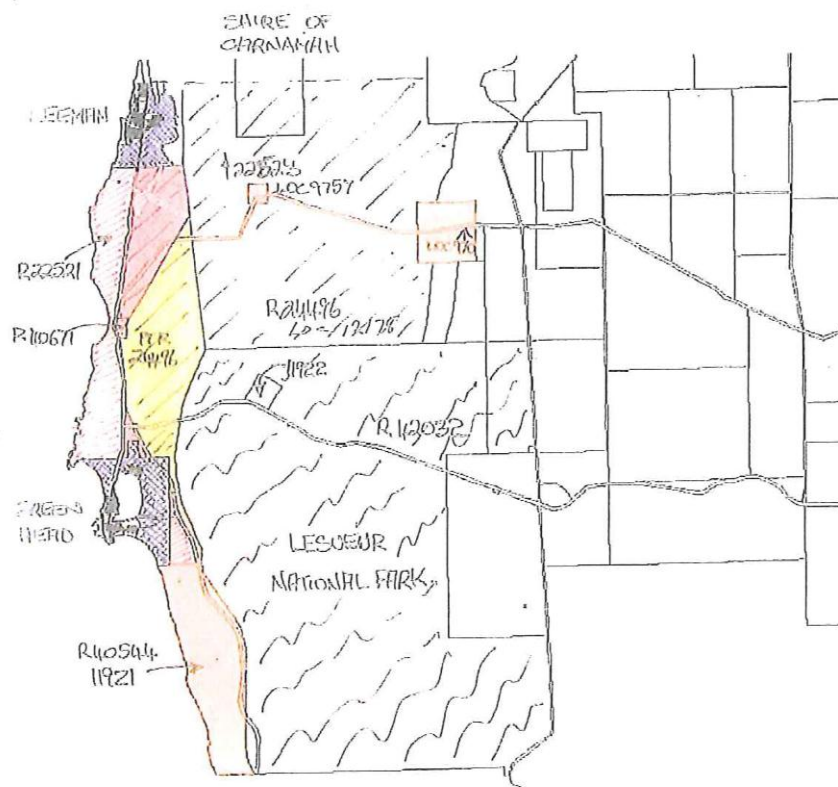
Yours sincerely

Sue Hancock  
A/REGIONAL MANAGER  
Midwest Region

26 September 2011

Regional Services Division - Midwest Region  
Foreshore Centre, 201 Foreshore Drive, Geraldton, WA 6530  
Phone: (08) 9921 5955 Fax: (08) 9921 5713  
PO Box 72, Geraldton, WA 6531  
www.dec.wa.gov.au

71



- ADDRESSES  
a
- POINTFEATURES (THEME)
- n Vegetation
  - n Cultural
  - n Transport
- RAILWAY  
n
- ROADS  
n
- WATERFEATURES (CLASS)
- n Water body
  - n Coastline
  - n Watercourse
- CULTURAL (CLASS)

UCL - TO BE VESTED IN COUNCIL - P87 DP 55936

RESERVE VESTED IN COUNCIL TO BE  
REFINED BY COUNCIL.

PT OF BEEKEEPERS RESERVE TO  
BE VESTED IN COUNCIL (PREVIOUSLY AGREED)

ADDITIONAL LINDS OVER WHICH COUNCIL P88 DP 55835  
SEEKS VESTING.

COUNCIL RESERVE TO CEDE TO CHLM P86 DP 55937





**Cr McDonald declared direct financial interest as her husband is the Real Estate Agent and left the room at 5.22pm.**

**11.2.4 LOT 19 NORTH STREET COOROW – SALE STAFF HOUSING**

<b>AUTHOR</b>	Dave Hadden
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	7 October 2011
<b>FILE</b>	ADM0104-A1284
<b>ATTACHMENT</b>	

**SUMMARY:**

**Council has been approached by a local business proprietor with an offer to purchase Lot 19 North Street Coorow, with a lease back provision.**

**BACKGROUND:**

Council passed the following Resolution at its Ordinary Meeting of Council held on the 18 May 2011:

**RESOLUTION:** **2011/057**

***Moved: Cr Waite***

***Seconded: Cr Bothe***

- 1. That Council advise Mr Brian Jack that Council declines the offer of \$90,000 for the purchase of Lot 19 North Street, Coorow.*

***CARRIED 7/0  
Absolute Majority***

**RESOLUTION:** **2011/058**

***Moved: Cr Bothe***

***Seconded: Cr Jack***

- 2. That Council withdraws 19 North Street, Coorow from sale.*

***CARRIED 5/2  
Absolute Majority***

**Cr McDonald re-entered the room at 4.58**

**RESOLUTION:** **2011/059**

***Moved: Cr Waite***

***Seconded: Cr George***

- 3. That the Chief Executive Officer in Consultation with the Manager of Regulatory Services provide Council with a Staff Housing Replacement Program for the 2011/12 Budget Estimates.*

***CARRIED 8/0  
Simple Majority***

**COMMENT:**

Council will need to relist the property for sale with provision of a one year lease back and option for a further year. Proceeds from the sale of Lot 19 North Street Coorow be placed in Councils Building Reserve to fund a new Staff house in Coorow within (2) two years.

Staff will need to advise Mr Brian Jack when the property is relisted. Councillors were provided with a Staff Housing Discussion Paper at the 15 June 2011 Council Meeting.

**STATUTORY ENVIRONMENT:**

Council is unable to delegate the selling of property to the Chief Executive Officer.

**STRATEGIC IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

The proceeds for the sale of Lot 19 North Street Coorow be placed in Councils Building Reserve to fund a new Staff house in Coorow.

**PUBLIC CONSULTATION:**

Council must advertise the sale of 19 North Street Coorow in accordance with section 3.58(3) and (4) Disposing of property of the *Local Government Act 1995*.

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICER RECOMMENDATION:**

That Council:

- 1) request Staff to arrange the relisting of Lot 19 North Street Coorow for sale with a provision of a (1) one year lease back and option for a further year, and
- 2) request Staff to notify Mr Brian Jack that Council is relisting Lot 19 North Street Coorow for sale with a provision of a (1) one year lease back and option for a further year.
- 3) request Staff to arrange advertising of the sale in accordance with section 3.58(3) and (4) of the *Local Government Act 1995*.

**RESOLUTION:**

**2011/184**

***Moved: Cr Williams***

***Seconded: Cr George***

That Council:

- 1) request Staff to arrange the relisting of Lot 19 North Street Coorow for sale with a provision of a (1) one year lease back and option for a further year, and
- 2) request Staff to notify Mr Brian Jack that Council is relisting Lot 19 North Street Coorow for sale with a provision of a (1) one year lease back and option for a further year.
- 3) request Staff to arrange advertising of the sale in accordance with section 3.58(3) and (4) of the Local Government Act 1995.

***CARRIED 6/1  
Simple Majority***

***Cr McDonald re-entered the room at 5.29pm  
The President Read aloud the Resolution***

## **11.3 PRINCIPAL WORKS SUPERVISOR:**

### **11.3.1 NIL REPORT**

<b>AUTHOR</b>	Kelvin Bean
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	
<b>FILE</b>	
<b>ATTACHMENT</b>	

#### **SUMMARY**

#### **COMMENT:**

#### **STATUTORY ENVIRONMENT:**

#### **STRATEGIC IMPLICATIONS:**

#### **POLICY IMPLICATIONS:**

#### **FINANCIAL IMPLICATIONS:**

#### **OFFICER RECOMMENDATION:**

**RESOLUTION:** 2011/

*Moved: Cr*

*Seconded: Cr*

***CARRIED /***

## **11.4 DEPUTY CHIEF EXECUTIVE OFFICER:**

### **11.4.1 ACCOUNTS FOR PAYMENT**

<b>AUTHOR</b>	Erika Clement
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	19.October .2011
<b>ATTACHMENT</b>	10.4.1 Accounts Due and Submitted To Council Meeting 19.10.2011
<b>FILE</b>	

#### **SUMMARY:**

**Council approval is required for payment of accounts made within the months of September 2011 and October 2011 and to approve payments of accounts due in October 2011.**

#### **COMMENT:**

Approval is sought for the following list of payments of accounts made since Council's last meeting on 19 October 2010 and of accounts that are now due.

A list of all payments submitted for approval is contained at Attachment 10.4.1 Accounts Due and Submitted to Council Meeting on 19 October 2011.

#### **STATUTORY ENVIRONMENT:**

*Local Government (Financial Management) Regulations 1996*

##### **13 Lists of Accounts**

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared:
  - (a) the payee's name;
  - (b) the amount of the payment;
  - (c) the date of the payment; and
  - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing:
  - (a) for each account which requires council authorization in that month:
    - (i) the payee's name;
    - (ii) the amount of the payment; and
    - (iii) sufficient information to identify the transaction; and
  - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be:
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - (b) recorded in the minutes of that meeting;

#### **STRATEGIC, POLICY & FINANCIAL IMPLICATIONS:**

There is no financial, policy or strategic implications regarding this matter.

## Simple Majority

That payments listed at Attachment 10.4.1 Accounts Due and Submitted to Council Meeting on 19 October 2011 including:

Cheques	18825-18826, 18915-18937
Payroll DD	14/09/2011,28/09/2011
EFT	4006-4110
Totalling	\$624,391.54

Cheques	176
Totalling	\$100.00

be authorised and passed for payment.

**2011/185**

*Seconded: Cr Bothe*

*That payments listed at Attachment 10.4.1 Accounts Due and Submitted to Council Meeting on 19 October 2011 including:*

<i>Cheques</i>	18825-18826, 18915-18937
<i>Payroll DD</i>	14/09/2011,28/09/2011
<i>EFT</i>	4006-4110
<i>Totalling</i>	\$624,391.54

<i>Cheques</i>	176
<i>Totalling</i>	\$100.00

*be authorised and passed for payment.*

***CARRIED 8/0***  
***Simple Majority***

### List of Accounts Due & Submitted to Council 19.10.2011

<u>Chq/EFT</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Trust</u>	<u>Muni</u>
176	04/10/2011	BILLY GOAT BAY CONTRACTING	KEY BOND REFUND	\$ 100.00	
EFT4006	14/09/2011	W A TREASURY CORPORATION	REPAYMENT LOAN#82		\$ 3,981.41
EFT4007	28/09/2011	LEEMAN HARDWARE	PAINT BRUSHES, SANDPAPER, FLY WIRE, CUTTING DISKS, GLOBES,, PAINT, SHOVELS, PVC FITTINGS, HANDLES		\$ 3,181.07
EFT4008	28/09/2011	BEAN KL	PWS WATER ACCOUNT		\$ 519.40
EFT4009	28/09/2011	DRUMMOND JOE ELECTRICS	CHECK SEWERAGE PUMP REC CENTRE LEEMAN		\$ 860.20
EFT4010	28/09/2011	DAVE GOODBODY MAINTENANCE SERVICES	REFIT KITCHEN COOROW HALL		\$ 1,275.00
EFT4011	28/09/2011	GREEN HEAD PLUMBING & GAS	2 X SILAGE POINTS COOROW CARAVAN PARK		\$ 18,183.36
EFT4012	28/09/2011	GIRANDO MJ	SITTING & TRAVELLING FEES		\$ 3,270.61
EFT4013	28/09/2011	INTELLIGENT IP COMMUNICATIONS PTY LTD	INTERNET		\$ 145.65
EFT4014	28/09/2011	LEEMAN HOLIDAY UNITS	ACCOMMODATION JOHN LEE ISA		\$ 1,257.14
EFT4015	28/09/2011	LEFT OF CENTRE CONCEPT AND EVENTS	PROJECT MANAGEMENT 03/07/2011 - 08/08/2011		\$ 1,144.00
EFT4016	28/09/2011	MARIO'S PAINTING SERVICES	PAINTING LOT 9 THOMAS ST		\$ 1,210.00
EFT4017	28/09/2011	OPUS INTERNATIONAL CONSULTANTS	PROFESSIONAL SERVICES - ROMAN DATA II CLEANSING		\$ 1,196.25
EFT4018	28/09/2011	RELIANCE PETROLEUM	DIESEL FOR LEEMAN		\$ 9,856.00
EFT4019	28/09/2011	WILLIAMS AK & P	SITTING FEES		\$ 117.95
EFT4020	28/09/2011	WAITE JAN	SITTING & TRAVELLING FEES		\$ 348.34
EFT4021	30/09/2011	LGIS INSURANCE BROKING	SALARY CONTINUANCE INSURANCE		\$ 15,082.53
EFT4022	30/09/2011	LGIS WORKCARE	WORKCARE CONTRIBUTION		\$ 30,184.00
EFT4023	30/09/2011	LGIS LIABILITY	LIABILITY INSURANCE		\$ 14,464.45
EFT4024	30/09/2011	LGIS PROPERTY	PROPERTY INSURANCE		\$ 38,210.82
EFT4025	30/09/2011	LGIS FIDELITY INSURANCE	FIDELITY INSURANCE		\$ 561.52
EFT4026	30/09/2011	LGIS INSURANCE BROKING	MOTOR VEHICLE INSURANCE		\$ 53,731.71
EFT4027	30/09/2011	WATERMAN IRRIGATION	50% PAYMENT STANDPIPE CONTROLLERS		\$ 17,479.00
EFT4028	06/10/2011	LEADING EDGE COMPUTERS	COUNCILLORS LAPTOP		\$ 1,749.00
EFT4029	06/10/2011	AUSTRALIA POST-LPO	POSTAGE		\$ 640.77
EFT4030	06/10/2011	AVON WASTE	WASTE REMOVAL		\$ 12,362.25
EFT4031	06/10/2011	BOC GASES	GAS		\$ 706.24
EFT4032	06/10/2011	BEAN KL	INTERNET PWS		\$ 139.90



EFT4033	06/10/2011	BEST WESTERN HOSPITALITY INN GERALDTON	ACCOMMODATION ISA JOHN LEA		\$ 2,851.50
EFT4034	06/10/2011	COOROW COMMUNITY RESOURCE CENTRE	GRANTS OFFICER JUNE 2011		\$ 8,104.90
EFT4035	06/10/2011	COURIER AUSTRALIA	FREIGHT- SUNNY SIGNS, MCINTOSH, RBC RURAL, CHADSON ENGINEERING, GTN MOWERS, JOSCO, SNAP PRINTING		\$ 471.68
EFT4036	06/10/2011	COVS	ANGLE GRINDER, RINGFEEDERS, CRC, WINDEX, PRESSURE GAUGE		\$ 6,994.32
EFT4037	06/10/2011	CUNNINGHAMS AG SERVICES	BATTERY, HYDRAULIC HOSE, FILTERS, DRAWBAR PIN, ELBOWS, COOLANT		\$ 1,151.33
EFT4038	06/10/2011	COOROW HOTEL	CATERING "STAY ON YOUR FEET" DAY COOROW		\$ 575.00
EFT4039	06/10/2011	COOROW AG PTY LTD	GLOBES, DOORS, BINS, SHOWER ORGANISERS, MOP BUCKET, FERTILISER		\$ 663.06
EFT4040	06/10/2011	ERIKA NOLENE CLEMENT	REIMBURSEMENT KEY CUTTING		\$ 22.00
EFT4041	06/10/2011	JOHN CORTESE	LATHE		\$ 3,300.00
EFT4042	06/10/2011	DERRICK'S AUTO-AG	M14 X 2.0 NUTS		\$ 8.58
EFT4043	06/10/2011	DAVE GOODBODY MAINTENANCE SERVICES	REPLACE DOOR LOCKS L103 BRISTOL ST		\$ 120.00
EFT4044	06/10/2011	DURACK INSTITUTE OF TECHNOLOGY	ACCOMMODATION TRAINING - APPRENTICE MECHANIC		\$ 489.00
EFT4045	06/10/2011	EASTERN HILLS SAWS & MOWERS	POLY DUMP CART		\$ 395.00
EFT4046	06/10/2011	GERALDTON CARPET CHOICE	FLOOR COVERINGS L9 THOMAS ST COOROW		\$ 8,855.00
EFT4047	06/10/2011	GREEN HEAD PLUMBING & GAS	REPAIRS TO BATHROOMS L9 THOMAS ST COOROW		\$ 11,147.90
EFT4048	06/10/2011	GREEN HEAD BUSHFIRE BRIGADE	COOLANT, BRAKE FLUID, BRAKE HOSES, FILTERS, WORKSHOP MANUAL, RESPIRATORS		\$ 1,582.36
EFT4049	06/10/2011	GH COUNTRY COURIERS	FREIGHT - COVS		\$ 181.08
EFT4050	06/10/2011	GERALDTON MOWER & REPAIRS	FUEL CAPS		\$ 94.40
EFT4051	06/10/2011	GREEN HEAD GENERAL STORE	POSTAGE, MARKER PEN		\$ 35.75
EFT4052	06/10/2011	GEOFFREY WILLIAM GARD	ACCOMMODATION ISA GEOFF GARD		\$ 4,118.43
EFT4053	06/10/2011	HERSEY JR & A PTY LTD	PROTECTIVE CLOTHING, CABLE TIES, HAMMERS, WIRE BRUSHES		\$ 709.42
EFT4054	06/10/2011	KENWORTH DAF W.A.	FILTERS CW005		\$ 1,547.96
EFT4055	06/10/2011	LEWIS MOTORS	SWITCH ASSY CW0014		\$ 61.39
EFT4056	06/10/2011	LANDGATE	VALUATION CHARGES		\$ 258.50
EFT4057	06/10/2011	GJ & DK MALEY	ACCOMMODATION - AUDITORS, POOL MANAGER		\$ 380.00

EFT4058	06/10/2011	ML COMMUNICATIONS	PHONE RENTAL SYSTEM COAST		\$ 417.50
EFT4059	06/10/2011	MIDWEST CHEMICAL & PAPER	CLEANING SUPPLIES		\$ 1,488.69
EFT4060	06/10/2011	METROCOUNT	TRAFFIC COUNTERS		\$ 5,602.30
EFT4061	06/10/2011	MIDLAND MOWERS	BELT, UNI JOINT		\$ 193.00
EFT4062	06/10/2011	MCINTOSH & SON	WINDSHIELD CW0027		\$ 766.66
EFT4063	06/10/2011	MARTINS TRAILER PARTS PTY LTD	TRAILER CHAIN, HYDRAULIC MASTER CYLINDER		\$ 79.51
EFT4064	06/10/2011	MAGPIE SQUAWK	YEARLY CONTRIBUTION 2011/2012		\$ 4,995.00
EFT4065	06/10/2011	EDITH MCMASTER	CATERING VOLUNTEER FUNCTION 2011		\$ 600.00
EFT4066	06/10/2011	MACCA'S RURAL	COUNCILLOR PHOTOGRAPH		\$ 642.20
EFT4067	06/10/2011	OFFICEWORKS BUSINESS DIRECT	STATIONARY		\$ 296.36
EFT4068	06/10/2011	PAPER PLUS OFFICE NATIONAL	STATIONARY		\$ 82.46
EFT4069	06/10/2011	LEONIE JOY QUANTOCK	REIMBURSEMENT FAREWELL GIFT GLADMAN		\$ 100.00
EFT4070	06/10/2011	RBC-RURAL	METERPLAN CHARGES PHOTOCOPIERS		\$ 4,075.30
EFT4071	06/10/2011	RUMBOLD FORD	FILTERS		\$ 430.50
EFT4072	06/10/2011	RICOH FINANCE	PHOTOCOPIER LEASE CHARGES		\$ 1,326.98
EFT4073	06/10/2011	JV & J READ	BOBCAT HIRE		\$ 357.50
EFT4074	06/10/2011	SNAG ISLAND ROADHOUSE	POSTAGE		\$ 565.63
EFT4075	06/10/2011	SEASIDE SUPPLIES	MILK, SUGAR SOAP, REFRESHMENTS - COUNCIL MEETING		\$ 331.36
EFT4076	06/10/2011	SHIRE OF CHAPMAN VALLEY	PLANNING AUGUST 2011		\$ 1,374.55
EFT4077	06/10/2011	WALTONS STORES	BRAKE CHAMBER		\$ 108.97
EFT4078	06/10/2011	WESTERN GREY	FENCING COOROW TOWN PARK		\$ 3,300.00
EFT4079	06/10/2011	WINCHESTER INDUSTRIES	WASHED STONE		\$ 592.90
EFT4080	06/10/2011	MIDWEST REGIONAL COUNCIL	CHEM CERT TRAINING,TRAFFIC MANAGEMENT TRAINING		\$ 7,340.21
EFT4081	06/10/2011	AGPARTS WAREHOUSE	STARTER RECOIL UNIT & SOLDER		\$ 159.95
EFT4082	06/10/2011	ANSTAT PTY LTD	ANNUAL FEE - FSANZ FOOD STANDARDS CODS, USER GUIDES & SAFE FOOD AUSTRALIA		\$ 519.75
EFT4083	06/10/2011	BRIDGESTONE TYRE CENTRE GERALDTON	TYRES CW001		\$ 1,094.00
EFT4084	06/10/2011	BARNES HYDRAULIC SERVICES	AIR CONDITIONER WARRADARGE FIRE TRUCK		\$ 2,205.35
EFT4085	06/10/2011	CHAMBERLAIN DESIGN HOMES	COMPLETION OF NEW COUNTER LEEMAN ADMINISTRATION BUILDING		\$ 17,814.00
EFT4086	06/10/2011	CHADSON ENGINEERING PTY LTD	CARTRIDGE POOL FILTERS		\$ 73.92
EFT4087	06/10/2011	DOWNER EDI WORKS PTY LTD	COLD MIX		\$ 1,941.50

EFT4088	06/10/2011	GREENFIELD TECHNICAL SERVICES CONSULTING ENGINEERS	CONSULTANT BLACK SPOT SAFETY AUDITS		\$ 7,986.55
EFT4089	06/10/2011	HONDA SHOP	SHAFT, CHAIN, KEY, SHIM CW0022		\$ 179.67
EFT4090	06/10/2011	HITACHI CONST MACHINERY (AUST) P/L	WASHER , BELT CW0012		\$ 244.74
EFT4091	06/10/2011	IT VISION	STORES MODULE		\$ 10,268.85
EFT4092	06/10/2011	IT VISION USER GROUP (INC)	IT VISION USER GROUP SUBS 2011/2012		\$ 522.50
EFT4093	06/10/2011	JASON SIGNMAKERS	SIGNS FOR ISA TRUCK		\$ 148.50
EFT4094	06/10/2011	LANDMARK	PROTECTIVE CLOTHING		\$ 6,612.11
EFT4095	06/10/2011	MEDELECT BIOMEDICAL SERVICES	INSPECTION ELECTROMEDICAL EQUIPMENT - MEDICAL CENTRE		\$ 396.00
EFT4096	06/10/2011	OPUS INTERNATIONAL CONSULTANTS	CONSULTANTS - ROMAN DATA II		\$ 1,383.25
EFT4097	06/10/2011	PURCHER-INTERNATIONAL PTY LTD	PIPE CW0010		\$ 66.71
EFT4098	06/10/2011	SHERIDAN'S FOR BADGES	BADGES		\$ 172.88
EFT4099	06/10/2011	STAR TRACK EXPRESS	FREIGHT HITACHI		\$ 144.37
EFT4100	06/10/2011	SNAP PRINT	PRINTING RATE NOTICES		\$ 2,827.00
EFT4101	06/10/2011	SITE WARE DIRECT	GUIDE POSTS PVC		\$ 4,235.00
EFT4102	06/10/2011	STIHL SHOP MIDLAND	STARTER ASSY		\$ 123.00
EFT4103	06/10/2011	TOTAL EDEN	PROTECTIVE CLOTHING		\$ 55.95
EFT4104	06/10/2011	TOLL IPEC PTY LTD	FREIGHT LISWA		\$ 15.48
EFT4105	06/10/2011	TUSS CONCRETE	BASE CAST & INSPECTION CAPS		\$ 12,381.60
EFT4106	06/10/2011	WESTRAC EQUIPMENT	S40 KITS - CW0011		\$ 2,893.38
EFT4107	06/10/2011	RELIANCE PETROLEUM	DIESEL		\$ 12,221.47
EFT4108	06/10/2011	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	ADVERTISING PAYROLL OFFICER		\$ 2,854.95
EFT4109	06/10/2011	W A TREASURY CORPORATION	REPAYMENT LOAN#68		\$ 21,601.15
EFT4110	06/10/2011	W A TREASURY CORPORATION	REPAYMENT LOAN#81A		\$ 7,959.93
18825	27/09/2011	JOHN GLOVER - STONEMASON	BUILDING OF STONE ENTRY STATEMENT WALLS		\$ 7,000.00
18826	30/09/2011	SHIRE OF COOROW - LOTTO	PAYROLL DEDUCTIONS		\$ 550.00
18915	04/10/2011	PAYROLL DEDUCTION - SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS		\$ 20,741.21
18916	04/10/2011	TWUSUPER	SUPERANNUATION CONTRIBUTIONS		\$ 268.54
18917	04/10/2011	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS		\$ 268.54
18918	04/10/2011	PAYROLL DEDUCTION - CSA	PAYROLL DEDUCTIONS		\$ 521.69
18919	30/09/2011	AUSTRALIAN TAXATION OFFICE	BAS AUGUST 2011		\$ 21,486.00

18920	04/10/2011	LINDA BRONICKIS	REFUND BOND TABLES AND CHAIRS - LEEMAN REC CENTRE		\$ 50.00
18921	04/10/2011	GARY GEORGE	SITTING & TRAVELLING FEES		\$ 119.90
18922	04/10/2011	PETER GROOM SETTLEMENTS	SETTLEMENT FEES LOT 1 DEPOSITED PLAN 67010 TRANSFER		\$ 748.90
18923	04/10/2011	SYNERGY	ELECTRICITY		\$ 4,079.65
18924	04/10/2011	TELSTRA	PHONE ACCOUNT		\$ 2,201.19
18925	04/10/2011	WATER CORPORATION	WATER ACCOUNTS		\$ 9,094.75
18926	06/10/2011	SAFEROADS	GUIDE POSTS		\$ 8,965.00
18927	06/10/2011	AUSTRALIAN COMMUNICATIONS AUTHORITY	BROADCASTING LICENSES		\$ 76.00
18928	06/10/2011	ALLOY & STAINLESS PRODUCTS PTY LTD	MOWER BLADES		\$ 326.91
18929	06/10/2011	GREEN HEAD SPORTING CLUB INC	REFRESHMENTS - VOLUNTEER FUNCTION		\$ 297.50
18930	06/10/2011	LEEMAN FUEL & LIQUOR	DIESEL		\$ 345.81
18931	06/10/2011	MOMAR AUSTRALIA PTY LTD	C-CIDE BITUMEN CLEANER		\$ 1,947.00
18932	06/10/2011	DA McTAGGART	SITTING FEES		\$ 60.00
18933	06/10/2011	NOVUS GERALDTON	WINDSCREEN REPLACEMENTS		\$ 2,090.00
18934	06/10/2011	SHIRE OF CARNAMAH	CONTRIBUTION TO LEGAL EXPENSES - POWER TRANSMISSION LINES		\$ 2,295.49
18935	06/10/2011	THE SUNDAY TIMES	AUSTRALIA CORAL COAST FEATURE 28TH AUGUST 2011		\$ 448.00
18936	06/10/2011	TELSTRA	PHONE ACCOUNT - WARRADARGE VOL BUSH FIRE BRIGADE		\$ 728.24
18937	06/10/2011	WARRADARGE BUSHFIRE BRIGADE	CATERING COUNCIL MEETING		\$ 320.00
PAYROLL	14/09/2011	PAYROLL	PAYROLL		\$ 48,521.00
PAYROLL	28/09/2011	PAYROLL	PAYROLL		\$ 50,692.00
				<b>\$ 100.00</b>	<b>\$ 624,391.54</b>

## 11.4.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – SEPTEMBER 2011

AUTHOR	Stuart Billingham
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	11 October 2011
ATTACHMENT	10.4.2 Statement of Financial Activity for September 2011
FILE	ADM 0426 – Finance – 2011/12

### SUMMARY:

**In accordance with the Local Government (Financial Management) Regulations 1996, regulation 34 stipulates that a Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d), for that month.**

### BACKGROUND:

The form of the Monthly Financial Statements presented to Council is a Statement of Financial Activity, which also includes supplementary information including an Operating Statement Function and Activity, Balance Sheet, Cash Flow Graph and Plant Cost Recovery Report. A copy of the Statement of Financial Activity for the months ended 30 September 2011 is included at Attachment 10.4.2 for Councillor's information.

### COMMENT:

Council is required to prepare the Statement of Financial Activity as per Local Government (FM) Reg. 36, but can resolve to have supplementary information included as required.

### STATUTORY ENVIRONMENT:

*Local Government (Financial Management) Regulations 1996*

#### **34. Financial reports to be prepared** □ **s. 6.4**

- (1) *A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -*
- (a) *Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);*
  - (b) *budget estimates to the end of the month to which the statement relates;*
  - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
  - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
  - (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing -*
- (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
  - (b) *an explanation of each of the material variances referred to in sub regulation (1)(d); and*
  - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown -*
- (a) *according to nature and type classification;*
  - (b) *by program; or*
  - (c) *by business unit.*

*(4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be -*

*(a) presented to the council -*

*(i) at the next ordinary meeting of the council following the end of the month to which the statement relates; or*

*(ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and*

*(b) recorded in the minutes of the meeting at which it is presented.*

*(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.*

**STRATEGIC IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**PUBLIC CONSULTATION:**

Not required

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council accepts the Monthly Statement of Financial Activity as included at Attachment 10.4.2 for the periods ended 30 September 2011 as prepared and presented by the Deputy Chief Executive Officer.

**RESOLUTION:**

**2011/186**

***Moved: Cr George***

***Seconded: Cr Williams***

*That Council accepts the Monthly Statement of Financial Activity as included at Attachment 10.4.2 for the periods ended 30 September 2011 as prepared and presented by the Deputy Chief Executive Officer.*

***CARRIED 8/0  
Simple Majority***

## **12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN:**

### **12.1**

I Allan Williams wish to move the following motion:

Notice of Motion: which due notice has been given.

For future Local Government elections the chief polling locations where the count is held, should be alternated between the inland and coastal offices similar to the way the Council Meetings are held, every electoral cycle (i.e.: every two years).

### **RESOLUTION:**

**2011/187**

***Moved: Cr Williams***

***Seconded: Cr McTaggart***

For future Local Government elections the chief polling locations where the count is held, should be alternated between the inland and coastal offices similar to the way the Council Meetings are held, every electoral cycle (i.e.: every two years).

***CARRIED 8/0  
Simple Majority***

### **12.2**

Notice of motion; History

Cr Allan Williams has advised that he wishes to give due notice to move this motion at the next meeting of Council 16 November 2011.

That the Council and staff of the Shire of Coorow, in conjunction with both the CRC s investigate the possibilities of obtaining information covering the history of the region that the shire now sits in and the history of the Shire's three towns.

The outcome and findings from the investigations then be used to apply for financial assistance to collate the data which will form the basis of a published document for the future.

That the findings should be completed so as the results can be used to be included in the 2012/2013 budget.

### **13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION:**

#### **13.1 LATE AGENDA ITEM – LATE AGENDA ITEM TO CONSIDER**

<b>AUTHOR</b>	Mark Hook
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	18 October 2011
<b>ATTACHMENT</b>	Nil
<b>FILE</b>	ADM0306

#### **SUMMARY:**

**Council is requested to accept a Late Agenda Item requesting approval for out of budget expenditure on advertising for “Russell Goodrick’s Best Country Towns”.**

#### **COMMENT:**

Staff are attempting to have the Agenda prepared at least a week before each Council Meeting. In completing this schedule, business of an urgent nature will arise from time to time in particular where commercial activities within the district would be delayed by Council not considering the item.

#### **STATUTORY ENVIRONMENT:**

*Local Government Act 1995*

*Shire Of Coorow*

*Standing Orders Local Law 2011*

#### **5.5 New business of an urgent nature**

- (1) *In cases of extreme urgency or other special circumstances, matters may, on a motion by the Presiding Member that is carried by the meeting, be raised without notice and decided by the meeting.*
- (2) *In subclause (1), “cases of extreme urgency or other special circumstances” means matters that have arisen after the preparation of the agenda that are considered by the Presiding Member to be of such importance and urgency that they are unable to be dealt with administratively by the Shire and must be considered and dealt with by the Council before the next meeting.*

#### **STRATEGIC IMPLICATIONS:**

Nil

#### **POLICY IMPLICATIONS:**

Nil

#### **FINANCIAL IMPLICATIONS:**

Nil



**VOTING REQUIREMENT:**

Absolute Majority

**OFFICER RECOMMENDATION:**

That Council accept the Late Agenda item requesting Council approval for out of budget expenditure on advertising for “Russell Goodrick’s Best Country Towns”.

**RESOLUTION:**

**2011/188**

***Moved: Cr Waite***

***Seconded: Cr Bothe***

*That Council accept the Late Agenda item requesting Council approval for out of budget expenditure on advertising for “Russell Goodrick’s Best Country Towns”.*

***CARRIED 8/0***  
***Absolute Majority***

## 13.2 RUSSELL GOODRICK'S BEST COUNTRY TOWNS - ADVERTISING

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	18 October 2010
ATTACHMENT	
FILE	ADM

### SUMMARY:

**To request Council's approval for out of budget expenditure on advertising for "Russell Goodrick's Best Country Towns".**

### BACKGROUND:

Council received the following Email

Hi Mark,

Many thanks for speaking with me today. As I explained, we have some excellent film vision on Coorow, Green Head and Leeman taken from an ex Channel 9 camera man which we could use and edit down to 3-4 minutes to become part of the half hour program "Russell Goodrick's Best Country Towns".

A presenter would get in touch with you and from bullet points provided would write the script for you, then you can view delete and add as necessary until you are 100% happy with it. This segment then becomes part of the half hour program "Russell Goodrick's Best Country Towns" to air on West TV – Channel 44 for 2 peak time spots along with 2 day spots being:

7pm Thursday 3<sup>rd</sup> November (following the one hour international news)  
Monday 11.30am 7<sup>th</sup> November  
7pm Thursday 15<sup>th</sup> December (following the one hour international news)  
Monday 11.30am 19<sup>th</sup> December

The audience reach around Perth would be more than 150 thousand viewers and these figures are according to Oz Tam – who organise all the ratings nation-wide.

It would also air on Aurora Foxtel nation-wide for "three times per month" over a period of 3 months, days having been:

Sunday at 7.30pm (WST)  
Wednesday at 7.30pm (WST)  
Saturday 10am (WST)

You would also receive the complimentary DVD to use for all your business and marketing purposes. We are then able to upload the film segment to your website, MRG TV's channel on You Tube, Facebook, MRG TV's website and promote it through Twitter.

As this would be a significant saving in production we could offer a big reduction in the cost to \$5,500 plus gst.

By the way, you will find below the original proposal emailed in the first instance to interested parties for your own further information. As you will see, only the air dates have changed.

As discussed I look forward to speaking with further next week on Thursday 20<sup>th</sup> or Friday 21<sup>st</sup> October.

Kind regards,

**Sheryl Jenkinson**  
**Segment Producer**  
**MRG TV**  
**P.O. Box 792 , Inglewood. 6932**  
**Western Australia.**  
**Ph: +61 (0) 8 9271 8022 Fax: +61 (0) 8 9271 8044**  
**Mobile +61 (0)40 063 8139**

### **Russell Goodrick's Best Country Towns**

As I have outlined below, I'm sure you will understand the exceptional value of this package. What we are offering is an all round media opportunity to promote your Shire Council in a corporate video on an on-going basis.

Firstly the video will be an important television special to air on Perth Television -West TV Digital Channel - (twice at 7pm and twice at 11.30am)

West TV commenced in May 2010 and attracts significantly more viewers than GEM, 7 Mate etc and is by far the most popular community television station in Australia, with over 800,000 unique viewers. MRGTV has been offered a Peak time slot of 7pm Thursdays following the one hour International News - that has a proven record of 70,000 viewers. Plus our program will be repeated the following Monday and twice again meaning over 150,000 viewers.

The program then goes nationally on Foxtel and then on-line.

Your segment can be uploaded to your website, played at conferences, video emailed, or given out to interested parties.

The content is based on your requirements.

The video is to generate interest and investment in your location, not only through visitors, but also business ventures and importantly new residential developments.

The program is to target metropolitan viewers to realize the opportunities and beauty of working and living in a country area.

MRG International produced a series of programs on West Australian country township some years ago that was very successful.

Samples of our past television segments and corporate DVD's can be seen at

[www.mrginternational.com/videos](http://www.mrginternational.com/videos)

Unfortunately in WA we do have to pay production and on air costs so there is a charge - however it is nominal and excellent value for money.

### **Russell Goodrick's Best Country Towns**

### *About the Program:*

**This program is specifically focused on Country Living** – the options, the benefits, the unique lifestyle and appeal. It promotes not only the tourism aspects, but also the opportunities in purchasing a home, a business and raising a family. It could include community events, activities, sporting clubs and local amenities. We expect the segments will be informative and enticing. The program will be hosted by former Channel 9 Newsreader and Logie Award winner Russell Goodrick and a highly skilled crew of professional presenters.

### *What we offer:*

There are **only 7 "Three minute segments" available**. Compared with typical commercial durations of just 30 seconds, these segments enable much more value and time to present the full picture, and allow for plenty of information to be telecast. The cost **includes all production and airtime** and offers **extensive exposure** through a bonus multi-media platform including local and national television and on-line marketing. Obviously you would have input in scripts, visuals and presentation.

### *Local & National Television exposure:*

Targeted to a city demographic the **Special is scheduled to air on West TV – Channel 44 Perth**

- at **2 peak time spots of 7pm Thursday 3<sup>rd</sup> November and 7pm 24<sup>th</sup> November (both dates following the one our International News),**
- then **11.30am Monday 7<sup>th</sup> November and 11.30am Monday 28<sup>th</sup> November** -
- then at viewings nationally on **Foxtel's Aurora Channel "three times per month" for a period of 3 months**

### *Website upload, Online sharing & emailing your Video!:*

- The program will be
- screened **on West TV – Channel 44 Perth** for 4 viewings (2 @ 7pm and 2 @ 11.30am)
- screened on **Foxtel Aurora 183 Channel nationally "three times per month" for a period of 3 months (These dates are at present: Sundays at 7.30pm (WST), Wednesdays 7.30pm (WST) and Saturdays 10am (WST).**
- The segment uploaded **to your individual web site** (by your technicians or ours) To view our web video pages <http://www.mrginternational.com/gallery/?album=1&gallery=12>
- **MRG TV's web site** [www.mrginternational.com](http://www.mrginternational.com)
- **Uploaded to MRG TV's "YouTube" Channel, Face Book and available for "Twitter".**
- Additionally receive a **complimentary DVD** to screen across the state- around the World.
- And you can use the **wild footage** for other purposes.

### *Program Segment Opportunities are limited -*

- A 3-4 minute segment - (**The price Includes all production, air time and web uploads.**)

### *Making it Easy*

- All your Shire would need to provide are bullet point details and the presenter will write the script to which you can then make changes as necessary. For our main segments we have a production crew who will come out to the given location for a 5 to 6 hour day.

### **About MRG TV....**

For the past 15 years MRG has been the largest independent producer of television programs in Western Australia having produced over 2,000 programs - some 16,000 to 20,000 segments. You can view a sample of these at [www.mrginternational.com/videos](http://www.mrginternational.com/videos)

### **COMMENT:**

Council is being requested to approve. out of budget expenditure of \$5,500 plus GST from its 2011/12 Budget for an all-round media opportunity to promote the Shire of Coorow in a corporate video on an on-going basis.

This program is specifically focused on Country Living – the options, the benefits, the unique lifestyle and appeal. It promotes not only the tourism aspects, but also the opportunities in purchasing a home, a business and raising a family. It could include community events, activities, sporting clubs and local amenities. We expect the segments will be informative and enticing. The program will be hosted by former Channel 9 Newsreader and Logie Award winner Russell Goodrick and a highly skilled crew of professional presenters.

### **STATUTORY ENVIRONMENT:**

Local Government Act 1995

### **STRATEGIC IMPLICATIONS:**

Nil

### **POLICY IMPLICATIONS:**

Nil

### **FINANCIAL IMPLICATIONS:**

Out of Budget expenditure 2011/12 Budget.

### **PUBLIC CONSULTATION**

Nil

### **VOTING REQUIREMENTS:**

Absolute Majority

### **OFFICER RECOMMENDATION:**

That Council approves out of budget expenditure of \$5,500 plus GST from account 6802 'Area Promotion' for "Russell Goodrick's Best Country Towns".

### **RESOLUTION:**

**2011/189**

***Moved: Cr George***

***Seconded: Cr Waite***

*That Council approves out of budget expenditure of \$5,500 plus GST from account 6802 'Area Promotion' for "Russell Goodrick's Best Country Towns".*

***CARRIED 8/0  
Absolute Majority***

**14. MATTERS BEHIND CLOSED DOORS:**

**15. DATE OF NEXT MEETING:**

**15.1 ORDINARY MEETING OF COUNCIL**

**Ordinary Meeting** Wednesday 16 November 2011 at the Leeman Administration Centre from 3pm

**16. CLOSURE:**

There being no further business the President Cr Damien Rackemann closed the meeting at 5.51pm.