

Shire of Wiluna



MINUTES

Ordinary Meeting of Council

Held on Wednesday 23 September 2020

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DISCLAIMER READING

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APPENDICES

- APPENDIX 9.1.1 Housing & Allowances Policy 2.10**
- APPENDIX 9.3.1. Financial Report – August 2020**
- APPENDIX 9.3.2. Payments made by Authority – June 2020**
- APPENDIX 9.7.1. Proposed Salt Lake Potash Sign**

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MINUTES**1. Declaration of Opening and Announcement of Visitors**

The Shire President declared the meeting open at 6.01pm.

2. Public Question Time

a) Responses to Previous Public Questions taken on Notice

b) New Questions

3. Record of Attendance

Cr Jim Quadrio	President
Cr Peter Grundy	Deputy President (via Zoom)
Cr Brodie Sawyer	
Cr Tim Carmody	(via Zoom)
Cr Norma Ward	
Cr Ane Koroicure	
Cr Lena Long	

In Attendance:

Laura Dwyer	Chief Executive Officer
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a) Apologies and Leave of Absence Previously Approved

Katherine Crawford	Manager Corporate Services
Robert Wiles	Manager Works & Technical Services

b) Applications for Leave of Absence

Nil

c) Notations of Interest:

i. Financial Interest Local Government Act Section 5.60A

Nil

ii. Proximity Interest Local Government Act Section 5.60B

Nil

iii. Interest Affecting Impartiality Shire of Wiluna Code of Conduct

Councillor/Officer	Item	Nature of Interest	Extent of Interest
Laura Dwyer	9.1.2	Board Member of RDAGE	Affects board decision

4. Petitions and Deputations

Nil

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5. Confirmation of Minutes of Previous Meeting

- 5.1 That the Minutes of the Ordinary Meeting held on 26 August 2020 be accepted as a true record of the meeting.

Council Decision**Item 5.1****MOVED CR SAWYER****SECONDED CR KORICURE**

That the Minutes of the Ordinary Meeting held on 26 August 2020 be accepted as a true record of the meeting.

CARRIED 7/0**Resolution 148/20****6. Status Report**

Nil

7. Announcements by the person presiding without discussion

My comments are in relation to the issue of drug use in Wiluna, in particular marijuana abuse. There has been a culture for a number of marijuana abuse that has seemingly been accepted by lead agencies.

The Illegal and illicit drug use issue needs to be addressed and treated the same regardless of the substance concerned. This matter needs to be brought to the attention of heads of government agencies to address these issues.

In addition to the issue of illicit drug use, attention also needs to be focused on the progression of a liquor licence in Wiluna. With no liquor outlet in Wiluna, people are driving vast distances to access alcohol in towns such as Sandstone and Meekatharra which increases incidents of motor vehicle accidents.

On Friday 18 September 2020 the CEO and I travelled to Mt Magnet for the Murchison GeoRegion Launch on the Goldfields Highway. Upon return we found a vehicle that had rolled over and had previously been marked as abandoned in Wiluna and it could be assumed that the vehicle had been travelling to access alcohol in another town given the litter from alcohol cartons.

Jim Quadrio
President

8. Matters for which meeting may be closed

Nil

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9. Reports of Officers and Committees

9.1. Chief Executive Officer

9.1.1 Housing and Allowances Policy 2.10

Reporting Officer:	Laura Dwyer, Chief Executive Officer
Date of Report:	16 September 2020
Date of Meeting:	23 September 2020
Disclosure of Interest:	Nil

Purpose

The purpose for this report is for Council to adopt the amendments to the Housing and Allowances Policy 2.10.(Appendix 9.1.1)

Background

The Housing and Allowances Policy 2.10 was last reviewed, and amendments adopted at the Ordinary Meeting of Council 28 August 2019.

Comment

Amendments to the policy are proposed in relation to the offering of housing being provided on condition of employment or by means to enable contractors to perform works for the Shire of Wiluna as alternative accommodation options are limited. By making available accommodation for contract works performed for the Shire of Wiluna, this reduces contract costs to deliver.

In addition to this the amendments to the policy also include approvals for nominating other persons that are occupying the Shire property and for pets being kept on the premises.

For staff and nominated persons occupying Shire dwellings, approvals to operate a business outside of employment by the Shire from a Shire dwelling could affect insurances on the property. Having that Council have approved for allowances to be made available to staff in the form of electricity and water, those operating a business from a Shire property could see a private business benefit from this allowance. Allowances relating to housing are provided to enable employment with the Shire and are not intended to benefit private businesses.

Creating consistency through policy allows Council to provide direction to the Chief Executive Officer to manage Shire housing to an agreed standard.

Information received from the Department of Commerce advised that the moratorium on residential tenancy agreements does not apply if the only agreement that is in place relates to an employment contract. For agreements that relate to tenancy including rental, accommodation or boarding agreements that have been signed in addition to employment contracts, the *Residential Tenancies Act 1987* conditions then apply as well as the *Residential Tenancies (COVID-19 Response) Act 2020*.

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Consultation

Shire President, Jim Quadrio
 Manager of Works & Technical Services, Rob Wiles
 Building Maintenance Officer, Jeremy Hearne
 Property Industry Team, Department of Commerce

Statutory Environment

Residential Tenancies Act, 1987
 Residential Tenancies (COVID-19 Response) Act 2020
 Local Government Industry Award 2020

Risk Assessment

Nil

Policy Implications

Housing and Allowances Policy 2.10

Financial Implications

Nil

Strategic Implications**INFRASTRUCTURE**

Safe, attractive and connected Wiluna

4.3 Well managed and maintained buildings and facilities.

Voting Requirements SIMPLE MAJORITY**Officer Recommendation**

MOVED CR

SECONDED CR

That Council;

Adopt Housing and Allowances Policy 2.10 as amended.

CARRIED.../...

Council Decision

Item 9.1.1.

MOVED CR WARD

SECONDED CR KOROICURE

That Council;

**Adopt Housing and Allowances Policy 2.10 as amended, with the addition of
 "Use of illegal substances is not permitted in Shire properties."**

CARRIED 7/0

Resolution 149/20

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9.1.2 Regional Development Australia Boundary

Reporting Officer:	Laura Dwyer, Chief Executive Officer
Date of Report:	17 September 2020
Date of Meeting:	23 September 2020
Disclosure of Interest:	The Author of this report is a committee member Regional Development Australia Goldfields- Esperance

Purpose

The purpose of this report is for Council to consider requesting to change the regional boundary for the Shire of Wiluna from the Regional Development Australia Midwest (RDAMW) to Regional Development Australia Goldfields-Esperance (RDAGE).

Background

At the 27 November 2019 Ordinary Meeting of Council, the following resolution was made:

1. *The CEO request permission to join the Goldfields Esperance Regional Development Commission and leave the Midwest Development Commission.*
2. *The Shire to request a change to the Goldfields Region of Western Australia.*

CARRIED 6/0

Following this decision, correspondence was sent to the Midwest Development Commission (MWDC) seeking boundary changes on 10 December 2019. Correspondence received from Gavin Treasure the Chief Executive Officer of MWDC confirmed that the board of MWDC is in support of the boundary changes into the Goldfields-Esperance region.

I am pleased to advise that the Mid West Development Commission Board considered the Shire of Wiluna request to change regions and is in support of the requested change to the Goldfields-Esperance Development Commission region. This support is subject to Department of Primary Industries and Regional Development due diligence assessment on key impacts (if any) and the support of the Goldfields-Esperance Development Commission.

On 4 September 2020, the Chief Executive Officer presented to the Goldfields-Esperance Development Commission (GEDC) in relation to the Shire of Wiluna is seeking boundary realignment. No formal correspondence has been received confirming the GEDC Board's position on this matter.

Furthermore the RDAGE committee discussed the matter of boundary changes at their 21 August 2020, however no formal resolution was made as to the position of RDAGE. The author of this report declared an interest in the matter and was not present during this discussion.

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Comment

Given that support for alignment to the Goldfields-Esperance region has already been sought through the MWDC and GEDC boards, requests for changes should be sought through the two Regional Development Australia.

The process to request changes must be lodged between 15 January and 15 February of each calendar year, and should be made through at least one of the impacted RDA Committees.

In support of these requests a business case is required along with written support from the RDA Committees, State government and other relevant stakeholders such as local chambers of commerce and local members of parliament.

Given that the period to apply is four months away, now is the time to seek this approval should Council wish to proceed with complete boundary realignments to the Goldfields-Esperance region.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

LEADERSHIP

Deliver strong leadership and governance

5.1.2 Advocate on behalf of the community and district.

Voting Requirements SIMPLE MAJORITY

Officer Recommendation & Council Decision

Item 9.1.2.

MOVED CR SAWYER

SECONDED CR GRUNDY

That Council;

- 1. Authorise the Chief Executive Officer to seek support from Regional Development Australia Midwest and Regional Development Australia Goldfields-Esperance committees for inclusion in the Goldfields-Esperance boundary, and;**
- 2. Prepare a business case for the realignment of boundaries for the Shire of Wiluna to be included in the Goldfields-Esperance region.**

CARRIED 7/0

Resolution 150/20

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9.2. Deputy Chief Executive Officer

Nil

9.3. Manager Corporate Services**9.3.1 Accounts Paid by Delegated Authority August 2020**

Reporting Officer:	Katherine Crawford – Manager Corporate Services
Date of Report:	11 September 2020
Date of Meeting:	23 September 2020
Disclosure of Interest:	Nil

Purpose

The purpose of this report is to present the list of accounts paid by delegated authority of the Chief Executive Officer during August 2020.

Background

The list of accounts paid during the period 1 August 2020 to 31 August 2020 is attached to this agenda as Appendix 9.3.1.

Comment

Payments in August were approximately \$818,846.16, a decrease compared to the payments made during July (\$941,421.14).

Consultation

Nil

Statutory Environment

Sub-regulation 13 (1) of the Local Government (Financial Management) Regulations 1996 requires that a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

- (a) the payee's name; and
- (b) the amount of the payment; and
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.

Sub-regulation 13 (3) of the Local Government (Financial Management) Regulations 1996 provides that such a list 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.

Risk Assessment

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

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Strategic Implications

Nil.

Voting Requirements SIMPLE MAJORITY***Officer Recommendation*****MOVED CR****SECONDED CR**

That the list of accounts paid by authority for the period 1 August 2020 to 31 August 2020, totalling \$818,846.16, be received and noted.

Council Decision***Item 9.3.1.*****MOVED CR WARD****SECONDED CR KOROICURE****That;**

1. The list of account be paid by authority for the period 1 August 2020 to 31 August 2020, totalling \$818,846.16 be noted and received. And
2. For a report on the accounting processes be presented to Council at the 28 October 2020 Ordinary Meeting of Council.

CARRIED 7/0**Resolution 151/20**

Reason for change: Council requested a report on the accounting process.

9.3.2 Financial Activity Report (Preliminary) – June 2020

Reporting Officer: Katherine Crawford – Manager Corporate Services
 Date of Report: 12 September 2020
 Date of Meeting: 23 September 2020
 Disclosure of Interest: Nil

Purpose

The purpose of this report is to present the financial activity report for the period ending 31 August 2020.

Background

Section 6.4 of the Local Government Act 1995 requires the CEO to prepare monthly/quarterly financial reports in accordance with the provisions of Regulation 34 and 35 of the Local Government Act (Financial Management) Regulations 1996.

The financial reports, including the Statement of Financial Activity reporting on revenue and expenditure, for the period ended 31 August 2020 is attached to this agenda as Appendix 9.3.2.

Comment

This is the monthly financial report as at 31 August 2020.

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Overdraft facility

Nil transactions for July and August 2020.

Consultation

Laura Dwyer - ACEO

Statutory Environment

Local Government (Financial Management) Regulations 1996 – Regulations 34-35.

Risk Assessment

Nil.

Policy Implications

Nil.

Financial Implications

Specific financial implications are outlined in the Statement of Financial Activity.

Strategic Implications

Effective governance and administration of Shire's services and prudent financial management underpin the ability of the Shire to effectively deliver services and programmes.

Voting Requirements SIMPLE MAJORITY

Officer Recommendation & Council Decision	Item 9.3.2
MOVED CR SAWYER	SECONDED CR WARD
That the financial reports (including the Statement of Financial Activity) for the period ended 31 August 2020 be received and noted.	
<u>CARRIED 7/0</u>	Resolution 152/20

9.4. Manager Community & Recreation Services

Nil

9.5. Manager Cultural & Visitor Services

Nil

9.6. Manager Works & Technical Services

Nil

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9.7 Environmental Health & Building Surveyor

9.7.1 Application from Salt Lake Potash to Replace Sign

Reporting Officer:	Dave Hadden, Health/Building Surveyor
Date of Report:	8 September 2020
Date of Meeting	23 September 2020
Disclosure of Interest:	Nil

Purpose

The purpose of this report is to seek approval for the placement of a sign at the Wiluna Enterprise Centre for Salt Lake Potash who are the current lessees of the building. (Appendix 9.7.1)

Background

Application has been received from Salt Lake Potash seeking approval to replace an existing sign at the front of the Company Office at 47 Wotton Street Wiluna. The existing sign appears to have been erected without previous approval which the Company now wishes to upgrade.

Comment

The existing sign appears to have been erected previously without the correct approval. The Shire of Wiluna Town Planning Scheme No 2, Schedule 5 provides a list of exempted signs/locations however this sign does not fall within the listed exemptions. As such this application is tabled for Council approval. The new sign will be erected on the exiting poles with just the signage board being replaced. Staff do not have any concerns regarding the location or sign design

Consultation

Nil.

Statutory Environment

Shire of Wiluna Local Town Planning Scheme No 2, Schedule 5.

Risk Assessment

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Economic Development: Strong, diverse and sustainable economy

2.1 Strengthened tourism and local business.

2.2.2. Support local business initiatives in Wiluna

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Voting Requirements SIMPLE MAJORITY**Officer Recommendation & Council Decision****Item 9.7.1****MOVED CR SAWYER****SECONDED CR CARMODY****That Council:**

Approve the application from Salt Lake Potash to replace and upgrade the existing business sign at the Wiluna Community Office (Enterprise Centre) located inside the front fence at 47 Wotton Street Wiluna.

Notes

- (a) **The applicant is advised that this planning approval does not negate the requirement for any additional approvals which may be required under separate legislation.**
- (b) **Should the applicant be aggrieved by the decision of the Council (in part or whole) there is a right pursuant to the *Planning and Development Act 2005* to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of the decision.**

CARRIED 7/0**Resolution 153/20****9.8. Committee Reports**

Nil

10. Elected Members Motion of Which Previous Notice Has Been Given

Nil

11. Urgent Business Approved by the Person Presiding or by Decision of Council

Nil

12. Matters Behind Closed Doors

Nil

13. Closure

There being no further business the Chairperson closed the meeting at 7.43pm

These minutes were confirmed at the Ordinary Meeting of Council on the 23 September 2020

Signed _____

(Presiding Person at the meeting of which the minutes were confirmed.)

Date: _____

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