



# **Shire of Ngaanyatjaraku**

ON A JOURNEY

**ORDINARY MEETING OF COUNCIL**

**MINUTES**

**Tjulyuru Cultural and Civic Centre  
Warburton Community**

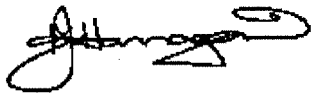
**23 October 2019**

**at**

**1.00 pm**

**SHIRE OF NGAANYATJARRAKU**  
**ORDINARY MEETING OF COUNCIL**

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Meeting of Council.



**Chief Executive Officer**

Date: 23-10-2019

These minutes were confirmed by Council as a true and correct record of proceedings of the Meeting of Council held on the 23 October 2019.

**Presiding Member:** \_\_\_\_\_

Date:.....

27/11/19.

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## **0. SWEARING IN OF COUNCILLORS ELECT**

In accordance with section 2.29 of the Local Government Act 1995 Councillors Elect were sworn in by making the Declaration by an Elected Members of Council Form (Attachment 0, Electoral Form 7) prior to the Opening of the Ordinary Meeting of Council.

Cr Damian McLean to be a Councillor for the Shire of Ngaanyatjarraku

Cr Preston Thomas to be a Councillor for the Shire of Ngaanyatjarraku

Cr Joylene Frazer a Councillor for the Shire of Ngaanyatjarraku

Crs Elect L West and J Porter were not available to be sworn in and this will be followed up separately.

## **1. DECLARATION OF OPENING, ELECTION OF PRESIDENT / DEPUTY**

### **1.1 DECLARATION OF OPENING**

Being the first meeting of the Council following a biennial election day, the Chief Executive Officer assumed the role of Presiding Person until such time as a Shire President was elected.

The Chief Executive Officer declared the meeting open at 1.12pm.

### **1.2 ELECTION OF SHIRE PRESIDENT**

The election of Shire President was conducted in accordance with Schedule 2.3 of the Local Government Act 1995. The Chief Executive Officer conducted the election as per clause 4(2) of Schedule 2.3.

In accordance with Section 2.28 (Item 11) of the Local Government Act 1995 the term of the Shire President ends when the President is next elected at or after the Local Government's next Ordinary Election. Therefore, it was necessary to elect the Shire President.

Nominations for the office were to be given to the CEO in writing before the meeting or during the meeting before the close of nominations.

As there were no nominations received before the meeting the Chief Executive Officer called for nominations.

Cr P Thomas nominated Cr D McLean as Shire President.

Cr D McLean advised the Chief Executive Officer that he was willing to be nominated for the office.

The Chief executive Officer called for further nominations as nominations were about to close to allow for any nominations made to be dealt with.

There were no further nominations received.

The Chief Executive Officer closed nominations and advised that as there were no further nominations Cr D McLean was elected unopposed as the Shire President.

After the election the Shire President made a declaration (Electoral Form 7) in accordance with Regulation 13 (1)(c) of the Local Government (Constitutions) Regulations 1996.

The Shire President took over the role of Presiding Person.

### **1.3 ELECTION OF DEPUTY SHIRE PRESIDENT**

In accordance with the Section 2.28 (Item 12) of the Local Government Act 1995 the

term of the Deputy Shire President ends at the start of the first meeting of the Council after the Local Government's next Ordinary Election. Therefore, it was necessary to elect the Deputy Shire President.

The Shire President conducted the election as per clause 8(2) of Schedule 2.3.

Cr A Bates nominated Cr P Thomas as Deputy Shire President.

Cr P Thomas advised the Shire President that he was willing to be nominated for the office.

The Shire President called for further nominations as nominations were about to close to allow for any nominations made to be dealt with.

There were no further nominations received.

The Shire President closed nominations and advised that as there were no further nominations Cr P Thomas was elected unopposed as the Deputy Shire President.

After the election the Deputy Shire President made a declaration (Electoral Form 7) in accordance with Regulation 13 (1)(c) of the Local Government (Constitutions) Regulations 1996.

## 2. ANNOUNCEMENT OF VISITORS

The Presiding Member welcomed Mr Vince Catania MLA, Member for North West Central.

## 3. ATTENDANCE

### 3.1 PRESENT

<b>Elected Members:</b>	President Deputy President Councillor Councillor Councillor	D McLean P Thomas A Bates J Frazer A Jones
<b>Staff:</b>	CEO DCEO EYC	K Hannagan K Fisher A Shinkfield (from 1.42pm)
<b>Guests:</b>	Vince Catania MLA	Member for North West Central
<b>Members of Public:</b>	There were no members of the public in attendance at the commencement of the meeting.	

### 3.2 APOLOGIES

Cr. D Frazer  
Cr. Elect L West  
Cr. Elect J Porter

### 3.3 APPROVED LEAVE OF ABSENCE

## 4. PUBLIC QUESTION TIME

### 4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

## 4.2 PUBLIC QUESTION TIME

## 5. APPLICATIONS FOR LEAVE OF ABSENCE

## 6. DECLARATION BY MEMBERS

### 6.1 DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA

Councillors are requested to give due consideration to all matters contained in the Agenda presently before the meeting.

### 6.2 DECLARATIONS OF INTEREST

#### Councillors to Note

A member who has an Impartiality, Proximity or Financial Interest in any matter to be discussed at a Council or Committee Meeting, that will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (a) Preside at the part of the Meeting, relating to the matter or;
- (b) Participate in or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under *Section 5.68 or Section 5.69 of the Local Government Act 1995*.

#### **NOTES ON DECLARING INTERESTS (FOR YOUR GUIDANCE)**

The following notes are a basic guide for Councillors when they are considering whether they have an interest in a matter.

These notes are included in each agenda so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor, or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the *Local Government Act 1995*, but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.

6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
  - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act, or
  - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the Local Government Act, with or without conditions.

**Declarations of Interest provided:**

Item Number/ Name	Type of Interest	Nature/Extent of Interest

**7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

The Shire President asked Mr Vince Catania MLA, Member for North West Central if he wished to address the meeting.

Mr Vince Catania MLA, addressed the meeting and gave a short speech and asked Council if there were any issue they wished to raise, The Shire President outlined progress of the Human Rights and Equal Opportunity case against the Federal Government of Australia that was listed for hearing in the High Court of Australia in November 2019.

**8. PETITIONS, DEPUTATIONS, PRESENTATIONS**

**8.1 PETITIONS**

**8.2 DEPUTATIONS**

**8.3 PRESENTATIONS**

**9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**9.1 MINUTES OF ORDINARY MEETING OF COUNCIL (ATT 9.1)**

**Officers Recommendation and Council Resolution**

**Moved: Cr P Thomas**

**Seconded: Cr J Frazer**

**That the Unconfirmed Minutes of the Ordinary Meeting of Council held on 25 September 2019 at the Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community (ATTACHMENT 9.1) be confirmed as a true and accurate record.**

**Carried: 5/0**

## 10. CEO REPORTS

### 10.1 PROGRESS ON THE IMPLEMENTATION OF COUNCIL RESOLUTIONS

<b>FILE REFERENCE:</b>	GV.05
<b>AUTHOR'S NAME AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>NAME OF APPLICANT/RESPONDENT:</b>	Not Applicable
<b>DATE REPORT WRITTEN:</b>	12 October 2019
<b>DISCLOSURE OF INTERESTS:</b>	The author has no financial, proximity or impartiality interest in the proposal.

#### Summary

The purpose of this agenda item is to report back to Council on the progress of the implementation of Council resolutions.

#### Background

The best practice in governance supports the regular review of Council decisions to ensure that they are actioned and implemented in a timely manner.

#### Comment

Wherever possible, Council decisions are implemented as soon as practicable after a Council meeting. However, there are projects or circumstances that mean some decisions take longer to action than others.

Ongoing monthly reports will show the status of Council Resolutions that have not been actioned.

#### Statutory Environment

*Section 2.7 of the Local Government Act 1995* states:

*“Role of council*

*(1) The council —*

*(a) governs the local government's affairs; and*

*(b) is responsible for the performance of the local government's functions.*

*(2) Without limiting subsection (1), the council is to —*

*(a) oversee the allocation of the local government's finances and resources; and*

*(b) determine the local government's policies.”*

The above section of the Act notwithstanding, there is no specific legal requirement to present such a report to Council or for Council to receive or consider such a report. The decision to have the report in the Council's monthly agenda is entirely Council's prerogative. Staff acknowledge the critical and ongoing nature of the document, in that Council 'speaks by resolution'.

#### Financial Implications

There are no known financial implications for this matter.

#### Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership



**Risk Management**

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

**Policy Implications**

There are no known policy implications for this matter.

**Attachments**

Attachment 10.1 - Council Resolutions - Status Report

**Voting Requirement**

Simple Majority

**Officers Recommendation and Council Resolution**

**Moved: Cr J Frazer      Seconded: Cr A Jones**

**That Council notes the attached Council Resolutions – Status as at September 2019 (Attachment 10.1) and this report.**

**Carried: 5/0**

## 10.2 ATTENDANCE BY TELEPHONE CR THOMAS

<b>FILE REFERENCE:</b>	GV.00
<b>AUTHOR'S NAME AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	12 October 2019
<b>DISCLOSURE OF INTERESTS:</b>	The author has no financial, proximity or impartiality interests in the proposal.

### Summary

For Council to consider a request from Cr Thomas to attend the next Ordinary meeting of Council by telephone.

### Background

Cr P Thomas has advised that he may not be able to attend the next ordinary meeting of Council in person and has requested Council approval to attend by telephone if necessary.

### Comment

In accordance with Regulation 14A (2) Cr Thomas has attended the July, August and September meetings by telephone for the 2019/20 financial year.

### Statutory Environment

#### **Local Government Act 1995**

##### **5.25. Regulations about council and committee meetings and committees**

- (1) *Without limiting the generality of section 9.59, regulations may make provision in relation to —*
- (a) *the matters to be dealt with at ordinary or at special meetings of councils; and*
  - (b) *the functions of committees or types of committee; and*
- (ba) *the holding of council or committee meetings by telephone, video conference or other electronic means;*

#### **Local Government (Administration) Regulations 1996**

##### **14A. Attendance by telephone etc. (Act s. 5.25 (1) (ba))**

- (1) *A person who is not physically present at a meeting of a council or committee is to be taken to be present at the meeting if —*
- (a) *the person is simultaneously in audio contact, by telephone or other means of instantaneous communication, with each other person present at the meeting; and*
  - (b) *the person is in a suitable place; and*
  - (c) *the council has approved\* of the arrangement.*
- (2) *A council cannot give approval under sub-regulation (1)(c) if to do so would mean that at more than half of the meetings of the council, or committee, as the case may be, in that financial year, a person who was not physically present was taken to be present in accordance with this regulation.*

(3) *A person referred to in this regulation is no longer to be taken to be present at a meeting if the person ceases to be in instantaneous communication with each other person present at the meeting.*

(4) *In this regulation —*

***suitable place*** means a place that the council has approved\* as a suitable place for the purpose of this regulation and that is located —

(a) *in a townsite or other residential area; and*

(b) *150 km or further from the place at which the meeting is to be held under regulation 12, measured along the shortest road route ordinarily used for travelling;*

***townsite*** has the same meaning given to that term in the Land Administration Act 1997 section 3(1).

*\* Absolute majority required.*

*[Regulation 14A inserted in Gazette 31 Mar 2005 p. 1031.]*

### **Financial Implications**

There are no known financial implications.

### **Strategic Implications**

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

### **Risk Management**

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

### **Policy Implications**

There are no known policy implications for this matter.

### **Attachments**

Not applicable

### **Voting Requirement**

Absolute Majority Required

### **Officers Recommendation and Council Resolution**

**Moved: Cr A Bates**

**Seconded: Cr A Jones**

**That Council approves Cr P Thomas request to attend the next Ordinary Meeting of Council by telephone if necessary.**

**Carried: 5/0**

### 10.3 ORGANISATION STRUCTURE

**FILE REFERENCE:** PL.00

**AUTHOR'S NAME AND POSITION:** Kevin Hannagan  
Chief Executive Officer

**DATE REPORT WRITTEN:** 11 October 2019

**DISCLOSURE OF INTERESTS:** The author has an interest shared in common as the position of CEO is in the organisation structure.

#### **Summary**

For Council to consider an Organisation Structure for the administration of the Shire.

#### **Background**

The Local Government Act 1995 requires Council to ensure there is an appropriate organisation structure for administration of the local government.

#### **Comment**

It is generally accepted that an organisation structure should contain all positions contained in the Shires Annual Budget.

There are to be a number of staff responsibility changes that will affect the need to create a new Casual / Part-Time position of Operations Coordinator.

Chief Executive Officer – the CEO has been focused on Compliance with the Local Government Act and a range of other Federal and State Acts and supporting Legislation that the Shire has not been compliant with. Additionally, contemporary local government systems and processes were needed to be put in place. The Shires Long Term Financial Sustainability is a matter for attention. Additionally, the CEO needs to drive a Lands Service Review with NCAC and other Federal / State Agencies to argue the case for better service provision to the shire's communities. This will also link into the major review of the Shires integrated Strategic Plan in 2020. Economic Development in the Tourism sector is another opportunity to be explored with development of a Tourism Strategy around the sealing of the Great Central Road and development of 'Town Entry' concepts for Warburton to capture more tourism dollars. For the CEO to focus more of these emerging 'strategic' matters he needs to pass more 'operational' matters to other staff.

Deputy CEO – The DCEO has been assisting the CEO with compliance matters and establishing contemporary local government systems and processes. The 2018/19 Annual Financial Statements for the first time in years have been delivered to the Auditors on time and it is expected to be completed within the DLGSC timeframes of 31 December 2019. The Shire has not renewed the 'Financial Services' component of the BPMS providers contract. These financial functions will now be done 'in-house' saving the Shire \$60k p.a. The CEO will also be passing more 'operational' matters to the DCEO and new Operations Coordinator to free up his time for more 'strategic' matters. It is also proposed to pass the Recreations Services function from the DCEO to the OC as it is an 'operational' function.

Principal EH / Building Officer – has advised that he wishes to reduce his hours in 2020 due to other personal commitments. Additionally, now that the Shire does not participate in the Aboriginal Environmental Health Program, this has reduced his management and supervision time. It is also proposed to pass the Waste and Building Operations functions to the new OC role as they are 'operational' functions. There are also a number of projects that need progressing, and these are proposed to be transferred to the OC as 'operational' matters.

It is now appropriate for Council to consider an organisation structure as a result of these changes to be implemented in 2020 and to also be reflected in the 2019/20 Mid-Year Budget Review.

### **Statutory Environment**

*Local Government Act 1995*

*5.2. Administration of local governments*

*The council of a local government is to ensure that there is an appropriate structure for administering the local government.*

### **Financial Implications**

The new position of Operations Coordinator has been factored into the Shire's Long Term Financial Plan. The impact of these changes will not be significant as there are offsetting savings in other areas as hours are reduced there.

### **Strategic Implications**

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

### **Risk Management**

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

### **Policy Implications**

There are no known Policy implications for this matter.

### **Attachments**

10.3 – Proposed Organisation Structure 2020

### **Voting Requirement**

Simple Majority Required.

### **Officers Recommendation and Council Resolution**

**Moved: Cr A Jones      Seconded: Cr J Frazer**

**That Council approves the attached Proposed Organisation Structure 2020 as an appropriate structure for administering the local government.**

**Carried: 5/0**

## 10.4 APPOINTMENT OF COUNCILLORS AND STAFF TO COMMITTEES

<b>FILE REFERENCE:</b>	GV.00
<b>AUTHOR'S NAME AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	11 October 2019
<b>DISCLOSURE OF INTERESTS:</b>	The author has an impartiality interest shared in common as the position of CEO is to be appointed to some committees.

### Summary

Following the Election on the 19 October 2019, Council must establish any Committees or Working Groups of Council that it considers are required and consider appointing delegates to those and also nominating delegates to any external committees or organisation as it deems appropriate.

### Background

Being the first Ordinary Meeting of Council following the General Local Government Elections on the 19 October 2019, Council is required to give consideration to appointing Councillors and staff members to various committees on which it is represented.

### Comment

Staff have reviewed the Committees, Working Groups and External Committees in an effort to ensure they are up to date and the various groups are detailed in the recommendation.

In respect to Deputies, it is suggested that Council appoint the Councillors who are not members to the Committee as Deputies so they are able to attend and participate in Committee meetings to ensure quorums.

Committees (e.g. Land Conservation Committees or Development Assessment Panels) where an appointment is for a particular term, and or where they relate to the delegate being appointed by an external agency, have also been included if the representative's term is current.

### Statutory Environment

*Local Government Act 1995*

*Part 5 Subdivision 2, Sections 5.8 to 5.18*

*Local Government (Administration) Regulations 1996*

*Regulation 4.*

A local government may establish (by an absolute majority) committees of three or more persons to assist the Council and to exercise the powers and discharge the duties of the Council. Council may also nominate Councillors (or staff) to represent it on external committees such as those established by the State Government (e.g., Land Conservation District Committees).

A Council Committee is to have as its member's persons appointed (absolute majority) by the local government to be members of the committee. At any given time each Councillor is entitled to be a member of at least one committee and if a Councillor nominates himself or herself to be a member of such a committee or committees, the local government is to include that Councillor in the persons appointed to at least one of those committees as the local government decides (section 5.10 Local Government Act 1995).

If at a meeting of the Council a local government is to make an appointment to a committee that has or will have a Councillor as a member and the President informs the local government of his or her wish to be a member of the committee, the local government is to appoint the President to be a member of the committee.

Where a person is appointed as a member of a committee the person's membership of the committee continues until:

- 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;
- The person resigns from membership of the committee;
- The committee is disbanded; or
- The next ordinary election day, whichever happens first.

A committee member may resign from membership of the committee by giving the CEO or the committee's presiding member written notice of the resignation.

### **Financial Implications**

There are no financial implications relevant to this appointment process, but expenses will be incurred to facilitate attendance at some of the listed meetings (e.g. airfares/accommodation to attend GVROC Regional Council Meetings).

Secretariat services of the various Council Committees or Working Groups is detailed as being relevant to the relevant Directorate. That notwithstanding the Office of CEO will assist as required with minute taking and governance control processes as usual.

### **Strategic Implications**

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

### **Risk Management**

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

### **Policy Implications**

Council Policy, CP1.4 - Committees

### **Attachments**

Not Applicable

### **Voting Requirement**

Absolute Majority Required.

### **Officers Recommendation and Council Resolution**

**Moved: Cr A Jones      Seconded: Cr P Thomas**

**That with respect to the appointment of Councillors and Staff to Committees, Council:**

- 1. Confirm that all previous appointments of Councillors and Staff to Shire of Ngaanyatjarraku Committees, and the Committees themselves, have expired.**
- 2. Establish the following Committees of Council and make the following appointments to those Committees:**

**1. Audit Committee**

**Members: All Councilors.**

**Deputies: N.A.**

**Secretariat: Chief Executive Officer or nominee.**

**Membership: All Councilors.**

**Quorum: 5 Councilors.**

**Purpose: Under the Local Government Act 1995, Local Governments are required to appoint an Audit Committee:**

**7.1A. Audit committee**

- (1) *A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.***
- (2) *The members of the audit committee of a local government are to be appointed\* by the local government and at least 3 of the members, and the majority of the members, are to be council members.***  
**\* Absolute majority required.**
- (3) *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.***
- (4) *An employee is not to be a member of an audit committee.***

**Meeting cycle: At least once annually e.g. to recommend the adoption of the Annual Report or as required, other matters.**

**2. Local Emergency Management Committee**

**Delegates: Cr D McLean, Chief Executive Officer and Deputy Chief Executive Officer.**

**Deputies: All other Councillors.**

**Secretariat: Chief Executive Officer or nominee.**

**Membership: Shire of Ngaanyatjarraku – Local Recovery Co-ordinator (Presiding Person).**

**Other representation as per determination of the delegate Councillors and the Chief Executive Officer.**

**Quorum: Pursuant to S38 (4) of the Emergency Management Act 2005.**

**Purpose: Pursuant to S39 of the Emergency Management Act 2005.**

**Meeting Cycle: As required.**

**3. Nominate or appoint (as applicable) the following to External Groups:**

**a) Goldfields Voluntary Regional Organisation of Councils**

**Delegates: Cr D McLean and Chief Executive Officer**

**Deputies: Councillors P Thomas and A Bates**

**Meeting Cycle: As required**

**b) MRWA Regional Road Group**

**Delegates: Cr D McLean**

**Deputies: All other Councillors and Chief Executive Officer**

**Meeting Cycle: As required**



c) **MRWA Regional Road Group – Technical Working Group**

**Delegates: Chief Executive Officer**

**Deputies: Works Engineer**

**Meeting Cycle: As required**

d) **MRWA Great Central Road Sealing Governance Group**

**Delegates: Chief Executive Officer**

**Deputies: Works Engineer**

**Meeting Cycle: As required**

e) **Outback Highway Development Council**

**Delegates: Chief Executive Officer**

**Deputies: Works Engineer**

**Meeting Cycle: As required**

**Carried: 5/0**

## 10.5 SCHEDULE OF ORDINARY MEETINGS OF COUNCIL FOR 2020

<b>FILE REFERENCE:</b>	GV.00
<b>AUTHOR'S NAME AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	13 October 2019
<b>DISCLOSURE OF INTERESTS:</b>	The author has no financial, proximity or impartiality interests in the proposal.

### Summary

It is a statutory requirement for Council to adopt the schedule of meeting dates, times and locations for all Ordinary Meetings of Council each year. Council Policy CP1.1, Council Meeting Schedule advises that the schedule for Ordinary meetings of Council and Committees for the upcoming year will be established at the Ordinary meeting held in November.

### Background

In November 2018, Council adopted the meeting schedule for the 12-month period from January to December 2019. Council has generally set dates for Audit Committee meetings as required during the year.

This report sets out the proposed locations and commencement times of Council Meetings for the calendar year 2020.

### Comment

In determining the dates, times and locations for the Ordinary Meeting of Council for the upcoming year, consideration has been given to a number of factors including travel and other events that may clash.

To have consistency with operational requirements for preparing Council agendas it is suggested that meetings be held on the last Wednesday of the month. It is also suggested that the January 2020 meeting not be held due to the Christmas break and the December 2020 meeting be scheduled for the third Wednesday (16 December 2020) to best accommodate the Christmas and New Year period.

It is also proposed to close the Warburton Administration Building from 4.30pm Tuesday 24<sup>th</sup> December 2019 up to and including Wednesday 1<sup>st</sup> January 2020. There will be some staff on duty who will be cleaning out the office whilst the opportunity arises.

This report has been brought forward by one month to give Council additional time to consider holding meetings in locations other than Warburton. For example, it would be possible to travel to Warakurna on a Wednesday morning, hold the meeting at 1pm and return to Warburton in the afternoon.

### Statutory Environment

#### Local Government Act 1995

*Section 5.3 requires Council to hold an Ordinary Meeting not more than three months apart.*

*Section 5.25(g) indicates regulations may be made concerning the giving of public notice of the date and agenda for council or committee meetings.*

#### Local Government (Administration) Regulations 1996

*Regulation 12 specifies the Date, Time and Venue of Ordinary Council Meetings for the next 12 months must be advertised once a year.*

### Financial Implications

Council sets aside sufficient funds in its budget to meet the cost of the advertisement and the associated Council meetings.

**Strategic Implications**

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

**Risk Management**

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

**Policy Implications**

Council Policy 1.1 - Council Meeting Schedule

**Attachments**

Not applicable

**Voting Requirement**

Simple Majority Required.

**Officers Recommendation and Council Resolution****Moved: Cr A Jones      Seconded: Cr A Bates****That Council:**

- 1) **adopts the Schedule of Ordinary Council Meeting dates, times and locations for the period February 2020 to December 2020 as outlined below:**

<b>DATE</b>	<b>LOCATION</b>	<b>TIME</b>
<b>Wednesday, 26 February 2020</b>	<b>Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community</b>	<b>1.00 pm</b>
<b>Wednesday, 25 March 2020</b>	<b>Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community</b>	<b>1.00 pm</b>
<b>Wednesday, 29 April 2020</b>	<b>Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community</b>	<b>1.00 pm</b>
<b>Wednesday, 27 May 2020</b>	<b>Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community</b>	<b>1.00 pm</b>
<b>Wednesday, 24 June 2020</b>	<b>Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community</b>	<b>1.00 pm</b>
<b>Wednesday, 29 July 2020</b>	<b>Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community</b>	<b>1.00 pm</b>
<b>Wednesday, 26 August 2020</b>	<b>Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community</b>	<b>1.00 pm</b>

<b>Wednesday, 30 September 2020</b>	<b>Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community</b>	<b>1.00 pm</b>
<b>Wednesday, 28 October 2020</b>	<b>Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community</b>	<b>1.00 pm</b>
<b>Wednesday, 25 November 2020</b>	<b>Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community</b>	<b>1.00 pm</b>
<b>Wednesday, 16 December 2020</b>	<b>Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community</b>	<b>1.00 pm</b>

- 2) Gives local public notice to close the Warburton Administration Office from 4.30pm Tuesday 24th December 2019 up to and including Wednesday 1st January 2020

Carried: 5/0

## 10.6 STUDY INTO REMOTE AREA TAX CONCESSIONS AND PAYMENTS

**FILE REFERENCE:** PL.07

**AUTHOR'S NAME AND POSITION:** Kevin Hannagan  
Chief Executive Officer

**DATE REPORT WRITTEN:** 13 October 2019

**DISCLOSURE OF INTERESTS:** The author has an interest shared in common as do other Shire employees.

### Summary

For Council to be advised of a submission from the Goldfields Voluntary Regional Organisation of Councils (GVROC) to the Productivity Commission's draft report.

### Background

The Productivity Commission is seeking submissions on its draft report released on 4 September 2019, which investigates the appropriate ongoing form and function of the zone tax offset, FBT remote area concessions, and Remote Area Allowance.

### Comment

The Chief Executive Officer has been working with GVROC CEO's on this submission as proposed changes to the FBT legislation would seriously impact the Shires Long Term Financial Sustainability. A copy of the GVROC submission is contained at Attachment 10.6.

GVROC believe the current draft report misses the issues that the Productivity Commission should be addressing in its review. Many of the recommendations in the report seem to be premised on the Commission's view that the objective of the Remote Area Tax Concessions is not to promote regional development, but is to deal with inequities in the FBT regime where employers have operational reasons to provide these benefits to employees.

The draft report states that it is the Commission's view that it is the role of State and local governments to support and promote regional development, not the tax system. If you accept the Commission's view that regional development should not be an objective, it follows that FIFO benefits are more important than residential employee benefits.

However, if supporting regional development is an objective, the recommendations are unfounded. GVROC believes that the issue, therefore, is more about intent and the objectives of the concessions and less about their complexity or interpretation.

The GVROC challenge the Commission's view that the 'policy objective' is to deal with FBT inequality when, in reality, operational reasons require employers to provide such things as housing etc. to employees in many remote and regional towns.

GVROC would like the Commission to reinstate regional development as an objective in the final report and not just deal with the perceived FBT inequalities.

### Statutory Environment

Local Government Act 1995

Section 2.7 states:

*"Role of council*

- (1) *The council —*
  - (a) *governs the local government's affairs; and*
  - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*

- (a) *oversee the allocation of the local government's finances and resources; and*  
(b) *determine the local government's policies."*

**Financial Implications**

If the FBT concessions for Remote Area Housing were removed this would cost the Shire an additional \$180,000 p.a. in Fringe Benefits Tax. The Shire would be required to reduce staff and services to community to cover this additional cost.

**Strategic Implications**

Integrated Strategic Plan 2018 - 2028  
Goal 3, Leadership  
Outcome 3.2, Good Leadership

**Risk Management**

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

**Policy Implications**

Not applicable.

**Attachments**

Attachment 10.6 – GVROC Submission to the Productivity Commission

**Voting Requirement**

Simple Majority Required.

**Officers Recommendation and Council Resolution**

**Moved: Cr P Thomas**

**Seconded: Cr A Bates**

**That Council endorses the attached GVROC submission to the Productivity Commission on its Study into Remote Area Tax Concessions and Payments.**

**Carried: 5/0**

# 11 DEPUTY CEO REPORTS

## 11.1 PAYMENTS LISTING, SEPTEMBER 2019

<b>FILE REFERENCE:</b>	FM.07
<b>AUTHOR'S NAME AND POSITION:</b>	Kerry Fisher Deputy Chief Executive Officer
<b>AUTHORISING OFFICER AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	17 October 2019
<b>DISCLOSURE OF INTERESTS:</b>	Nil

### Summary

For Council to confirm the payment of accounts listed in the attached Accounts for Payment.

### Background

In accordance with the Local Government (Financial Management) Regulations 1996 the Chief Executive Officer is required to present a list of payments to the Council at the next ordinary meeting of the council after the list is prepared.

### Comment

The payments made are consistent with previous months.

### Statutory Environment

*Local Government (Financial Management) Regulations 1996*

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

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

- (a) the payee's name; and*
- (b) the amount of the payment; and*
- (c) the date of the payment; and*
- (d) sufficient information to identify the transaction.*
- (2) A list of accounts for approval to be paid is to be prepared each month showing-*
- (a) for each account which requires council authorisation in that month —*
- (i) the payee's name; and*
- (ii) the amount of the payment; and*
- (iii) sufficient information to identify the transaction;*
- and*
- (b) the date of the meeting of the council to which the list is to be presented.*

*(3) A list prepared under subregulation (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.*

### Financial Implications

The Shire makes annual budget allocations for payment of accounts.

### Strategic Implications

Integrated Strategic Plan 2018 - 2028  
Goal 3, Leadership  
Outcome 3.2, Good Leadership

**Risk Management**

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

**Policy Implications**

There are no known policy implications for this matter

**Attachments**

Attachment 11.1 – Payment Listings

**Voting Requirement**

Simple Majority Required.

**Officers Recommendation and Council Resolution**

**Moved: Cr A Jones      Seconded: Cr A Bates**

**That Council receives the Payment Listing, September 2019 totaling payments of \$625,117.16 as per Attachment 11.1**

**Carried: 5/0**

**Cr A Bates left the meeting at 1.56pm  
Cr A Bates returned to the meeting at 2.01pm**



## 11.2 COUNCIL INVESTMENTS

<b>FILE REFERENCE:</b>	FM.04
<b>AUTHOR'S NAME AND POSITION:</b>	Kerry Fisher Deputy Chief Executive Officer
<b>AUTHORISING OFFICER AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	17 October 2019
<b>DISCLOSURE OF INTERESTS:</b>	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

### Summary

For Council to be advised of the Shires Municipal Account and Investments as attached.

### Background

To invest the Shire of Ngaanyatjarraku surplus funds with consideration of risk and at the most favourable rate of interest available to it at the time, for that investment type, whilst ensuring that liquidity requirements are being met.

### Comment

Preservation of capital is to be the principal objective with consideration given to liquidity, cash flow requirements and return on investment.

Preservation of capital is the principal objective of the investment portfolio. Investments are to be performed in a manner that seeks to ensure security and safeguarding the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.

The investment portfolio will ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring significant costs due to the unanticipated sale of an investment.

The investment is expected to achieve a predetermined market average rate of return that takes into account the Shire's risk tolerance. Any additional target set by the Shire will also consider the risk limitation and prudent investment principles.

### Statutory Environment

*Local Government Act 1995*

*Section 6.14 Power to Invest*

- (1) *Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds may be invested under the Trustees Act 1962 Part III.*
- (2A) *A local government is to comply with the regulations when investing money referred to in subsection (1).*
- (2) *Regulations in relation to investments by local governments may—*
  - (a) *make provision in respect of the investment of money referred to in subsection (1); and*
  - [(b) deleted]*
  - (c) *prescribe circumstances in which a local government is required to invest money held by it; and*

- (d) provide for the application of investment earnings; and
- (e) generally, provide for the management of those investments.

*Local Government (Financial Management) Regulations 1996*

19. *Investments, control procedures for*
- (1) *A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.*
  - (2) *The control procedures are to enable the identification of —*
    - (a) *the nature and location of all investments; and*
    - (b) *the transactions related to each investment.*
- 19C. *Investment of money, restrictions on (Act s. 6.14(2)(a))*
- (1) *In this regulation —*
    - authorised institution means —*
      - (a) *an authorised deposit taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or*
      - (b) *the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;*
    - foreign currency means a currency except the currency of Australia.*
  - (2) *When investing money under section 6.14(1), a local government may not do any of the following —*
    - (a) *deposit with an institution except an authorised institution;*
    - (b) *deposit for a fixed term of more than 3 years;*
    - (c) *invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;*
    - (d) *invest in bonds with a term to maturity of more than 3 years;*
    - (e) *invest in a foreign currency.*

**Financial Implications**

Not applicable.

**Strategic Implications**

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

**Risk Management**

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

**Policy Implications**

Corporate Policy CS2.7 Investments.

**Attachments**

Attachment 11.2 – Westpac screen prints of Municipal and Investment Accounts, NAB and CBA documents for Term Deposits

**Voting Requirement**

Simple Majority Required.

**Officers Recommendation and Council Resolution**

**Moved: Cr P Thomas**

**Seconded: Cr A Bates**

**That the report on Council Investments as at 17 October 2019 be received.**

**Carried: 5/0**

## 11.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTH ENDED SEPTEMBER 2019

<b>FILE REFERENCE:</b>	FM.10
<b>AUTHOR'S NAME AND POSITION:</b>	Kerry Fisher Deputy Chief Executive Officer
<b>AUTHORISING OFFICER AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	18 October 2019
<b>DISCLOSURE OF INTERESTS:</b>	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

### Summary

For Council to receive the monthly financial report for September 2019.

### Background

Council is to prepare monthly financial reports as required by the Local Government (Financial Management Regulations) 1996.

Council has resolved that details and explanations of the material variances reflected on the Statement of Financial Activity are provided as required by Local Government (Financial Management) Regulation 34(1) (d). The attached statements include details of variances between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold of \$20,000 or 10.00% whichever is the greater (refer last page of statements). These materiality levels have been applied in the preparation of this report.

### Comment

Comments in relation to budget to actual variances are included as notes (last page) in the Financial Reports attached. Comments related to 'Timing' refer to an estimate of when costs would occur at the time the budget was formulated versus actual costs being incurred. Depreciation is yet to be run for 2019-20, awaiting the finalisation of the audit of the 2018/19 Annual Financial Statements.

### Statutory Environment

*Local Government Act 1995*

#### 6.4. Financial report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.
- (2) The financial report is to —
  - (a) be prepared and presented in the manner and form prescribed; and
  - (b) contain the prescribed information.

*Local Government (Financial Management) Regulations 1996.*

#### 34. Financial activity statement required each month (Act s. 6.4)

- (1A) In this regulation —  
committed assets means revenue unspent but set aside under the annual budget for a specific purpose.
- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, 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); and
  - (b) budget estimates to the end of the month to which the statement relates; and
  - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
  - (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; and
  - (b) an explanation of each of the material variances referred to in subregulation (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; or
  - (b) by program; or
  - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; 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 the AAS, to be used in statements of financial activity for reporting material variances.

### **Financial Implications**

Monthly financial reporting is a primary financial management and control process. It provides the Council with the ability to oversee the Shire's financial performance against budgeted targets.

### **Strategic Implications**

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

### **Risk Management**

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

### **Policy Implications**

No policy implications apply in the preparation of the report.

### **Attachments**

Attachment 11 - Monthly Financial Report September 2019.

### **Voting Requirement**

Simple Majority Required.

**Officers Recommendation and Council Resolution**

**Moved: Cr A Bates      Seconded: Cr J Frazer**

**That Council receives the monthly financial report for September 2019.**

**Carried: 5/0**

## 11.4 SELLING LOCAL WORK ON COMMISSION IN THE WARTA SHOP – FEES AND CHARGES

<b>FILE REFERENCE:</b>	FM09
<b>AUTHOR'S NAME AND POSITION:</b>	Kerry Fisher Deputy Chief Executive Officer
<b>AUTHORISING OFFICER AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE WRITTEN:</b>	15 October 2019
<b>DISCLOSURE OF INTERESTS:</b>	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

### Summary

Council adopted 2019/20 Fees and Charges at its August 2019 Ordinary Council Meeting. At that time the sale of Local Indigenous Artwork / Artefacts on a commission basis was not included in the fees and charges.

### Background

To provide an opportunity for local artists to sell more of their work through the Warta Shop. Shire staff have met with CDP Officers to discuss a cooperation of resources to allow local people to create items for sale to tourists and online buyers.

### Comment

A 10% commission (which includes GST) is recommended to cover the administration costs. This will enable the Shire to recover costs towards administration but not overly inflate the price. Thus allowing the artists themselves the opportunity to participate in the marketing and creating of saleable items and benefit from services that the Shire can provide.

### Statutory Environment

Local Government Act 1995, 6.16 (Imposition of Fees and Charges), 6.17 (Setting level of Fees and Charges) and 6.19 (Local government to give notice of Fees and Charges) relates.

Section 6.19 requires that the Local Government provides local public notice of proposed new fees and the date the new fee will be applied from. It is proposed the new fees be applied from date of effect of the advertisement.

Local Government Act 1995, Section 1.7 (Local Public Notice).

### Financial Implications

It is expected that the proposed inclusion of the charge will have a minimal impact on revenue in the 2019/20 budget. Revision will be made during the budget review to adjust if required.

### Strategic Implications

Integrated Strategic Plan 2018 - 2028  
Goal 3, Leadership  
Outcome 3.2, Good Leadership

**Risk Management**

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

**Policy Implications**

No policy implications apply in the preparation of the report.

**Voting Requirement**

Absolute Majority Required

**Officers Recommendation and Council Resolution**

**Moved: Cr J Frazer      Seconded: Cr A Bates**

**That with respect to the sale of local artwork / artefacts on commission through the Warta Shop:**

- 1. Adopt the charge to retain a 10% commission including GST, and**
- 2. Amend the fees and charges schedule, and**
- 3. Authorise the Chief Executive Officer to provide local public notice of the above fee which is to be imposed with effect from the date of advertisement.**

**Carried: 5/0**

## **12. EHO & BUILDING SERVICES REPORTS**

### **12.1 ACTION REPORT – ENVIRONMENTAL HEALTH & BUILDING SERVICES**

**FILE REFERENCE:** EM.00

**AUTHOR'S NAME AND POSITION:** Phil Swain  
Principal EHO & Building Officer

**AUTHORISING OFFICER AND POSITION:** Kevin Hannagan  
Chief Executive Officer

**DATE REPORT WRITTEN:** 13 October 2019

**DISCLOSURE OF INTERESTS:** The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

#### **Summary**

To inform Council of Environmental Health program & Building Services activities and actions for the preceding month.

#### **Background**

Not applicable

#### **Comment**

See attachment.

#### **Statutory Environment**

Not applicable

#### **Financial Implications**

No known financial implications for this matter.

#### **Strategic Implications**

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

#### **Risk Management**

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

#### **Policy Implications**

There are no known policy implications for this matter

#### **Attachments**

Attachment 12.1 – Action Report, EHO / Building Services

#### **Voting Requirement**

Simple Majority Required.



**Officers Recommendation and Council Resolution**

**Moved: Cr A Jones      Seconded: Cr A Bates**

**That Council receives the Action Report, EHO / Building Services for September - October (part) 2019.**

**Carried: 5/0**

## **13. EARLY YEARS PROGRAM REPORTS**

### **13.1 ACTION REPORT – EARLY YEARS PROGRAM**

**FILE REFERENCE:** CS.13

**AUTHOR'S NAME AND POSITION:** Anne Shinkfield  
Early Years Program Coordinator

**AUTHORISING OFFICER AND POSITION:** Kevin Hannagan  
Chief Executive Officer

**DATE REPORT WRITTEN:** 17 October 2019

**DISCLOSURE OF INTERESTS:** The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

#### **Summary**

To inform Council of Early Years Program activities and events over the last few months.

#### **Background**

Not applicable

#### **Comment**

Not applicable

#### **Statutory Environment**

Not applicable

#### **Financial Implications**

No known financial implications for this matter.

#### **Strategic Implications**

Integrated Strategic Plan 2018 - 2028  
Goal 2, Our People  
Outcome, 2.3 Smart People  
Strategy, 2.3.1 Good Education  
Action, Provide early years learning service

#### **Risk Management**

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

#### **Policy Implications**

There are no known policy implications for this matter

#### **Attachments**

Attachment 13.1 – Activity Report, Early Years Program, October 2019

#### **Voting Requirement**

Simple Majority Required.

**Officers Recommendation and Council Resolution**

**Moved: Cr J Frazer          Seconded: Cr P Thomas**

**That Council receives the Action Report, Early Years Program for October 2019.**

**Carried: 5/0**

**14.        WORKS ENGINEERING REPORTS**

**15.        NEW BUSINESS OF AN URGENT NATURE AS ADMITTED BY  
DECISION**

**15.1      PASSING OF CR IAN TUCKER, (TOWN WARD) SHIRE OF MENZIES**

**Council Resolution**

**Moved: Cr A Bates          Seconded: Cr A Jones**

**That Council write to the Shire of Menzies to share its condolences with the Shire of Menzies on the passing of Cr Ian Tucker.**

**Carried: 5/0**

**16.        CONFIDENTIAL MATTERS**

**17.        NEXT MEETING**

Scheduled for Wednesday, 27 November 2019 at the Tjulyuru Cultural and Civic Centre, Warburton Community commencing at 1:00 pm.

**18.        CLOSURE OF MEETING**

There being no further business to discuss the Presiding Member closed the meeting at 2.15 pm.