



Shire of **Ngaanyatjaraku**  
ON A JOURNEY

**Minutes of Ordinary Council Meeting  
Held at Warburton  
25<sup>th</sup> January 2017 at 1:00pm**

**SHIRE OF NGAANYATJARRAKU**  
**ORDINARY COUNCIL MEETING**  
**25 January 2017**

**A G E N D A**

1. **PRESENT**
  
2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
  
3. **DECLARATION OF MEMBERS' AND OFFICERS' INTERESTS**
  
4. **QUESTION TIME**
  
5. **PRESENTATIONS / PETITIONS / DEPUTATIONS**
  
6. **CONFIRMATION OF MINUTES**

Ordinary Council Meeting 14<sup>th</sup> December 2016  
Special Council Meeting 11<sup>th</sup> January 2017

7. **REPORTS BY THE CHIEF EXECUTIVE OFFICER**

Report No. 001-17    Accounts paid & payable

Report No. 002-17    Council Investments as at 19<sup>th</sup> January 2017

Report No. 003-17    Public Health Act 2016 – Stage 3 Appointment and Authority

Report No. 004-17    Appointment of Approved Advisor

**MATTERS FOR THE INFORMATION OF MEMBERS**

**CLOSURE OF MEETING BY SHIRE PRESIDENT**

**MINUTES OF ORDINARY COUNCIL MEETING  
HELD ON 25<sup>th</sup> JANUARY 2017 AT 1:00PM (WST)  
IN THE SHIRE OF NGAANYATJARRAKU MEETING ROOM**

The Shire President Cr McLean welcomed everyone to today's Council meeting and declared it open at 1:03pm.

**PRESENT** Cr. J.D. McLean (President)  
Cr. B. Thomas (Deputy President)  
Cr. P. Thomas  
Cr. L. West  
Cr. J. Frazer  
Cr. A. Bates  
Cr. C.F. Twine

Mr. Chris Paget - Chief Executive Officer (via phone link)

**APOLOGIES**

Councillor A. Jones

**QUESTION TIME**

No questions

**DECLARATION OF MEMBERS' AND OFFICERS' INTERESTS**

Mr. C. Paget declared an impartiality interest in Report 004-17 as his role as CEO was referred to in the Minister's correspondence and the Show Cause Notice, and he is the author of the report to Council.

**CONFIRMATION OF MINUTES**

Ordinary Council Meeting 14<sup>th</sup> December 2016  
Special Council Meeting 11<sup>th</sup> January 2017

**MOVED Cr. P. Thomas, seconded Cr. West, that the minutes of the Ordinary Council meeting held on 14<sup>th</sup> December 2016 and the minutes of the Special Council meeting held 11<sup>th</sup> January 2017 be confirmed as a true and accurate record of the proceedings of those meetings.**

**CARRIED 7/0**

**REPORTS BY THE CHIEF EXECUTIVE OFFICER**

**REPORT NO: 001-17      TO:    ORDINARY COUNCIL MEETING 25th JANUARY 2017**  
**SUBJECT:    ACCOUNTS PAID AND PAYABLE**

AUTHORITY: FINANCIAL MANAGEMENT REGULATIONS 12 & 13

In accordance with Financial Management Regulations 12 & 13, a list of all accounts paid or payable shall be presented to Council (Refer to Accounts for Payment attached).

Council is requested to confirm the payment of accounts listed in the Accounts for Payment. **(See attachments)**

**RECOMMENDATION**

That Council payment of accounts amounting to \$778,047.85 for period ending 31<sup>st</sup> December 2016 be received and noted.

**VOTING REQUIREMENTS**

Simple majority

**MOVED Cr. P. Thomas, seconded Cr. Twine, that the recommendation contained within report 001-17 be adopted.**

**#001-17**

**RESOLUTION:**

*That Council payment of accounts amounting to \$778,047.85 for period ending 31<sup>st</sup> December 2016 be received and noted.*

**CARRIED 7/0**

## SHIRE OF NGAANYATJARRAKU WARRANT LISTING - DECEMBER 2016

01/12/2016	15	WESTPAC BANK	WESTPAC BANK Transaction fee - November 2016	EFT840	-9
01/12/2016	50	TELSTRA CORPORATION LTD	TELSTRA CORPORATION LTD Telstra satellite mobile phone charges *November 2016	1	-190
01/12/2016	29	LEONORA MOTOR INN	LEONORA MOTOR INN Accom & meals for Crs P & B Thomas 18th November	EFT841	-171
01/12/2016	538	PERFECT COMPUTER SOLUTIONS PTY LTD	PERFECT COMPUTER SOLUTIONS PTY LTD New ADSL services configuration; ongoing liaison & works on Shire internet c	EFT850	-145
01/12/2016	671	BROADWATER RESORT APARTMENTS	BROADWATER RESORT APARTMENTS Accom 15-17 November CEO C.Paget	EFT851	-380
01/12/2016	726	DIPLOMAT MOTEL	DIPLOMAT MOTEL Accommodation YSM T.O'Brien 22nd- 24th November	EFT852	-461
01/12/2016	866	MODERN TEACHING AIDS	MODERN TEACHING AIDS Equipment & supplies for Ng Lands Playgroups / Early Years program	EFT853	-715.28
01/12/2016	1019	THOMAS O'BRIEN	THOMAS O'BRIEN Travel insurance for IHHP Camp - Melb	EFT854	-900.27
01/12/2016	1050	CARDINAL CONTRACTORS PTY LTD	CARDINAL CONTRACTORS PTY LTD Grader hire Tjirkarli Access Rd F+I	EFT855	-28798
01/12/2016	1103	Marshall Smith	Marshall Smith Reimburse meals costs for Kalgoorlie Pool Ops & Bronze/First Aid training	1	-70
01/12/2016	2000	Philip Swain	Philip Swain Environmental Health contract services *October/November 2016	2	-19350.72
01/12/2016	2009	URBAN BOX RENOVATIONS	URBAN BOX RENOVATIONS Repair works to septic system at CEO house Lot 152 Warburton	3	-880
01/12/2016	2016	Bucher Municipal Pty Ltd	Bucher Municipal Pty Ltd Pump and brush kit parts for Shire Hino roadsweeper	4	-1475.27
01/12/2016	40	NGAANYATJARRA SERVICES (ABORIGINAL CORPORATION)	NGAANYATJARRA SERVICES (ABORIGINAL CORPORATION) Rental of staff house Lot 154 Warburton *November 2016	EFT842	-3771.42
01/12/2016	2017	Wayne Warden	Wayne Warden Reimburse meals costs for Kalgoorlie Pool Ops & Bronze/First Aid training	5	-24.5
01/12/2016	2018	Laverton Supplies	Laverton Supplies Diesel fuel for: Shire EHO Toyota KBC591L	6	-104.03
01/12/2016	48	SUCCESS PRINT	SUCCESS PRINT Supply & print 12 x Shire purchase order books	EFT843	-447
01/12/2016	57	WARAKURNA ROADHOUSE	WARAKURNA ROADHOUSE Diesel Warakurna Youth PC 1DMW389	EFT844	-623.62
01/12/2016	100	WANARN STORE	WANARN STORE Supply diesel oil for Navara ute	EFT845	-72
01/12/2016	147	AUSTRALIA POST	AUSTRALIA POST Australia Post mail charges October '16	EFT846	-126.35
01/12/2016	253	GLOBETROTTER CORPORATE TRAVEL	GLOBETROTTER CORPORATE TRAVEL Qantas fare AYQ-CNS Kate Gwozdz 14th November 2016 + ticketing fee	EFT847	-2764.39
01/12/2016	419	COMFORT INN MIDAS	COMFORT INN MIDAS Accommodation - EYPC A & R Shinkfield 19th November 2016	EFT848	-290
01/12/2016	425	P.A. SEVERIN & CO	P.A. SEVERIN & CO Diesel fuel Admin Prado 1EU755	EFT849	-224.42
01/12/2016	368	DEPT FOR PLANNING & INFRASTRUCTURE	DEPT FOR PLANNING & INFRASTRUCTURE DoT Agency transactions 130121-130129	EFT856	-2126.1
01/12/2016	37	NATS	NATS New fobs & security recode 1DXW195	EFT857	-6935.05
05/12/2016	357	COMMONWEALTH BANK OF AUSTRALIA	COMMONWEALTH BANK OF AUSTRALIA CBA Merchant fee - November 2016	1	-68.64
05/12/2016	15	WESTPAC BANK	WESTPAC BANK Credit Card Trans - CEO C. Paget	EFT858	-3399.85
07/12/2016	217	KEY FACTORS PTY LTD (DESERT SANDS CARTAGE)	KEY FACTORS PTY LTD (DESERT SANDS CARTAGE) Plant hire - roadworks project Giles-Mulga Park Road SLK 105-112	EFT859	-135825.8
08/12/2016	361	PIVOTEL SATELLITE PTY LTD	PIVOTEL SATELLITE PTY LTD Satellite telephone charges Nov 2016	1	-400
14/12/2016		SHIRE PAYROLL	Payroll Direct Debit Of Net Pays Payroll Direct Debit Of Net Pays	PAY	-50743.11
14/12/2016	54	WA SUPER	WA SUPER Payroll deductions	DD305.1	-5475.48
14/12/2016	300	AMP RETIREMENT SAVINGS ACCOUNT	AMP RETIREMENT SAVINGS ACCOUNT Superannuation contributions	DD305.2	-343.11
14/12/2016	1085	LUCRF SUPER	LUCRF SUPER Superannuation contributions	DD305.3	-185.38
14/12/2016	1034	AUSTRALIAN SUPER	AUSTRALIAN SUPER Superannuation contributions	DD305.4	-61.38
14/12/2016	1096	KINETIC SUPER	KINETIC SUPER Superannuation contributions	DD305.5	-185.57
14/12/2016	5	BT SUPER	BT SUPER Superannuation contributions	DD305.6	-108.4
14/12/2016	54	WA SUPER	WA SUPER Superannuation contributions	DD348.1	-100.17
14/12/2016	1050	CARDINAL CONTRACTORS PTY LTD	CARDINAL CONTRACTORS PTY LTD Hire of graders for Great Central Rd F+I	EFT860	-28798
14/12/2016	1077	CORE BUSINESS AUSTRALIA	CORE BUSINESS AUSTRALIA Claim 18 DCEO engagement+placement fees - Kevin Hannagan (Nov/Dec 2016)	EFT861	-18696.06
14/12/2016	217	KEY FACTORS PTY LTD (DESERT SANDS CARTAGE)	KEY FACTORS PTY LTD (DESERT SANDS CARTAGE) Plant hire - roadworks project Giles-Mulga Park Road SLK 105-112	EFT862	-134225.3
14/12/2016	37	NATS	NATS Supply Ipad Pro 9.7 256 Gb tablet	EFT863	-2110.99
14/12/2016	696	CHART AIR	CHART AIR Airfare KAL-WBR return EHO Phil Swain	EFT872	-720
14/12/2016	726	DIPLOMAT MOTEL	DIPLOMAT MOTEL Accom+meals J.Kerrison & T.O'Brien	EFT873	-354.7
14/12/2016	778	CENTRALIAN MOTORS	CENTRALIAN MOTORS Service Shire Navara ute (Wanarn YP) rego 1EH1532	EFT874	-52.6
14/12/2016	785	IT VISION AUSTRALIA PTY LTD	IT VISION AUSTRALIA PTY LTD IT Vision monthly payroll, financial processing & rates service fee Nov '16	EFT875	-9724
14/12/2016	812	Mrs A L SHINKFIELD	Mrs A L SHINKFIELD Reimb. supplies purchased for Playgroup	EFT876	-898.58
14/12/2016	883	EARLY CHILDHOOD AUSTRALIA	EARLY CHILDHOOD AUSTRALIA Supply of 6 x Early Years Planners plus shipping charges	EFT877	-149.7
14/12/2016	894	BUNNINGS GROUP LTD	BUNNINGS GROUP LTD Hardware supplies for painting etc - Jameson Drop in Centre	EFT878	-430.06
14/12/2016	1006	PARK MOTOR BODY BUILDERS	PARK MOTOR BODY BUILDERS Supply & fit 200 litre bin lifter attachment to new Isuzu rubbish truck	1	-7425
14/12/2016	1019	THOMAS O'BRIEN	THOMAS O'BRIEN Reimb meals & taxi - Kalgoorlie/ASP Locks & painting equipment purchased Diesel fuel - Shire Youth v	EFT879	-509.32
14/12/2016	1071	HARTOP PTY LTD	HARTOP PTY LTD Windscreen repairs Wanarn rubbish truck + travel	EFT880	-695
14/12/2016	57	WARAKURNA ROADHOUSE	WARAKURNA ROADHOUSE Drinks & snacks for resale - youth prog	EFT864	-191.12
14/12/2016	1105	Philip Swain	Philip Swain Environmental Health contract services *Nov/Dec 2016	2	-8189.2
14/12/2016	1451	Kate Gwozdz	Kate Gwozdz Reimburse accom charges - relocation Yulara 22nd Nov 2016	3	-238
14/12/2016	1995	Jennifer Kerrison	Jennifer Kerrison Reimb shuttle fare + meal - relief staff travel	4	-29.7
14/12/2016	2018	Laverton Supplies	Laverton Supplies Diesel fuel Toyota Landcruiser KBC591L	5	-264.25
14/12/2016	2019	MURDOCH UNIVERSITY	MURDOCH UNIVERSITY Veterinary services+vaccines supplied for Warburton surgery 21st-24th Nov	6	-3770
14/12/2016	100	WANARN STORE	WANARN STORE Diesel fuel Navara ute Wanarn Yth Prog	EFT865	-154
14/12/2016	132	ROYAL LIFE SAVING SOCIETY AUSTRALIA	ROYAL LIFE SAVING SOCIETY AUSTRALIA Bronze medallion training for Shire Youth, Sport & Rec staff @ Kal 13/11/16	EFT866	-123.2
14/12/2016	147	AUSTRALIA POST	AUSTRALIA POST Australia Post mail charges Nov 2016	EFT867	-4.75
14/12/2016	253	GLOBETROTTER CORPORATE TRAVEL	GLOBETROTTER CORPORATE TRAVEL Qantas fare MLB-ASP Amarvir Singh 23rd November 2016 + ticketing fee	EFT868	-497.5
14/12/2016	262	Mr C L PAGET	Mr C L PAGET Reimburse meals/food expenses - Perth work Nov / December 2016	EFT869	-357.6
14/12/2016	268	INDERVON PTY LTD	INDERVON PTY LTD Diesel - Youth Service Navara 1EH1532	EFT870	-88.9
14/12/2016	538	PERFECT COMPUTER SOLUTIONS PTY LTD	PERFECT COMPUTER SOLUTIONS PTY LTD Configure new Telstra IP address; ongoing liaison & works on Shire internet c	EFT871	-340
15/12/2016	4	A BATES	A BATES Shire Council meeting fee 14 Decembe	EFT881	-175
15/12/2016	26	DAMIAN MCLEAN	DAMIAN MCLEAN Shire Council meeting fee 14 December Annual Shire President allowance 16/17	EFT882	-4350
15/12/2016	354	BEVERLEY THOMAS	BEVERLEY THOMAS Shire Council meeting fee 14 December Deputy Presidnt annual allowance 16/17	EFT883	-1175
15/12/2016	355	LALLA WEST	LALLA WEST Shire Council meeting fee 14 December	EFT884	-175
15/12/2016	473	PRESTON THOMAS	PRESTON THOMAS Shire Council meeting fee 14 December	EFT885	-175
15/12/2016	1004	JOYLENE FRAZER	JOYLENE FRAZER Shire Council meeting fee 14 December	EFT886	-175
15/12/2016	1007	COLIN FREDERICK (FRED) TWINE	COLIN FREDERICK (FRED) TWINE Shire Council meeting fee 14 December	EFT887	-175
22/12/2016	50	TELSTRA CORPORATION LTD	TELSTRA CORPORATION LTD Phone and data charges - November 2016	1	-2133.78
22/12/2016	21	DR ROBERT M IRVING	DR ROBERT M IRVING Veterinary services - Ng communities visit Nov 2016	EFT888	-16500
22/12/2016	721	Mr P TODD	Mr P TODD Reimburse travel & food expenses	EFT897	-173.28
22/12/2016	941	NGAANYATJARRA COUNCIL REGIONAL HOUSING PROGRAM	NGAANYATJARRA COUNCIL REGIONAL HOUSING PROGRAM Repair septic system and renew leach drains on CEO residen	EFT898	-4893.31
22/12/2016	995	AuSIL (AUSTRALIAN SOCIETY FOR INDIGENEOUS LANGUANC	AuSIL (AUSTRALIAN SOCIETY FOR INDIGENEOUS LANGUANGES INC) Supply 10x Western Desert Language Dictionary boo	EFT899	-90
22/12/2016	1105	Philip Swain	Philip Swain Reimburse food/grocery expenses	1	-46.66
22/12/2016	30	LEONORA ROADHOUSE	LEONORA ROADHOUSE Diesel fuel Shire Youth team vehicles	EFT889	-562.91
22/12/2016	37	NATS	NATS Supply RHR door glass for Navara ute	EFT890	-280.12
22/12/2016	40	NGAANYATJARRA SERVICES (ABORIGINAL CORPORATION)	NGAANYATJARRA SERVICES (ABORIGINAL CORPORATION) Repair brakes, mirrors & tyre 1EJN112	EFT891	-1358.5
22/12/2016	59	WARBURTON ROADHOUSE	WARBURTON ROADHOUSE Accom & meals for Murdoch Uni vet team - 20 to 25 Nov 2016	EFT892	-16417.32
22/12/2016	60	WARBURTON STORE	WARBURTON STORE Cleaning supplies & milk for Cultural Cent	EFT893	-949.11
22/12/2016	72	BLACKSTONE ENTERPRISES (STORE)	BLACKSTONE ENTERPRISES (STORE) Diesel fuel Youth Navara 1EH1533	EFT894	-113.06
22/12/2016	253	GLOBETROTTER CORPORATE TRAVEL	GLOBETROTTER CORPORATE TRAVEL Qantas fare LST-ASP Jennifer Kerrison 11th December 2016 + ticketing fee	EFT895	-1161.5
22/12/2016	671	BROADWATER RESORT APARTMENTS	BROADWATER RESORT APARTMENTS Accom 4-18 December CEO C.Paget	EFT896	-3515
23/12/2016	1050	CARDINAL CONTRACTORS PTY LTD	CARDINAL CONTRACTORS PTY LTD Hire of graders Great Central Rd F+I wk	EFT900	-28798
23/12/2016	217	KEY FACTORS PTY LTD (DESERT SANDS CARTAGE)	KEY FACTORS PTY LTD (DESERT SANDS CARTAGE) Plant hire - roadworks project Giles-Mulga Park Road SLK 105-112	EFT901	-135492.5
23/12/2016	40	NGAANYATJARRA SERVICES (ABORIGINAL CORPORATION)	NGAANYATJARRA SERVICES (ABORIGINAL CORPORATION) Rental of staff house Lot 154 Warburton *December 2016	EFT902	-3897.14
23/12/2016	72	BLACKSTONE ENTERPRISES (STORE)	BLACKSTONE ENTERPRISES (STORE) Diesel fuel EHO Toyota KBC591L	EFT903	-199.53
23/12/2016	155	NGAANYATJARRA COUNCIL	NGAANYATJARRA COUNCIL Electricity July - Sept 2016	EFT904	-7367.31
23/12/2016	419	COMFORT INN MIDAS	COMFORT INN MIDAS Accommodation - A/MCS Geoff Handy 17 & 18th December	EFT905	-290
23/12/2016	1997	AUSTRAL MERCANTILE	AUSTRAL MERCANTILE debt collection	1	-1718.2
23/12/2016	2005	MARKETFORCE PTY LTD	MARKETFORCE PTY LTD Local Government Employment advertising Community Playgroups Facilitator position	2	-1459.13
23/12/2016	2016	Bucher Municipal Pty Ltd	Bucher Municipal Pty Ltd Dust cover back order for Shire Hino roadsweeper	3	-58.98
23/12/2016	2020	John Dillon	John Dillon Accom & meal expenses - IHHP Youth Leadership Camp to Melb	4	-470.9
28/12/2016		SHIRE PAYROLL	Payroll Direct Debit Of Net Pays Payroll Direct Debit Of Net Pays	PAY	-48384.84
28/12/2016		SHIRE PAYROLL	Payroll Direct Debit Of Net Pays Payroll Direct Debit Of Net Pays	PAY	-968.44
28/12/2016	54	WA SUPER	WA SUPER Payroll deductions	DD312.1	-5276.1
28/12/2016	300	AMP RETIREMENT SAVINGS ACCOUNT	AMP RETIREMENT SAVINGS ACCOUNT Superannuation contributions	DD312.2	-343.11
28/12/2016	1085	LUCRF SUPER	LUCRF SUPER Superannuation contributions	DD312.3	-185.38
28/12/2016	1034	AUSTRALIAN SUPER	AUSTRALIAN SUPER Superannuation contributions	DD312.4	-61.38

28/12/2016	1096	KINETIC SUPER	KINETIC SUPER Superannuation contributions	DD312.5	-185.57
28/12/2016	5	BT SUPER	BT SUPER Superannuation contributions	DD312.6	-121.95

**TOTAL 778047.85**

**REPORT NO: 002-17 TO: ORDINARY COUNCIL MEETING 25th JANUARY 2017**  
**SUBJECT: COUNCIL INVESTMENTS AS AT 19<sup>th</sup> JANUARY 2017**

The authority to invest money held in any Council Fund is delegated to the Chief Executive Officer. Council Funds may be invested in one or more of the following:

- Fixed Deposits
- Commercial Bills
- Government bonds
- Other Short-term Authorised Investments

Council funds are to be invested with the following financial institutions.

- Major banks
- Bonds Issued by Government and/ or Government Authorities.

**COUNCIL INVESTMENTS AS AT 19 JANUARY 2017**

Institution	Amount Invested	Investment type	Assets Repl./Acq./Devp. Reserve Fund	Cultural Centre Reserve Fund	Municipal Account
Westpac Banking Corporation		Term deposit	\$820,228.32	\$69,268.57	
Westpac Banking Corporation		Operating a/c			\$3,250,950.44
<b>TOTAL INVESTMENTS</b>	<b>\$4,140,507.76</b>		<b>\$820,228.32</b>	<b>\$69,268.57</b>	<b>\$3,250,950.44</b>

**RECOMMENDATION**

That the report on Council investments as at 19<sup>th</sup> January 2017 be received and noted.

**VOTING REQUIREMENTS**

Simple majority

**MOVED Cr. Frazer, seconded Cr. West, that the recommendation contained within report 002-17 be adopted.**

**#002-17**

**RESOLUTION:**

*That the report on Council investments as at 19<sup>th</sup> January 2017 be received and noted.*

**CARRIED 7/0**

**REPORT NO: 003-17**      **TO: ORDINARY COUNCIL MEETING 25th JANUARY 2017**  
**SUBJECT: PUBLIC HEALTH ACT 2016- STAGE 3 APPOINTMENT & AUTHORITY**

**Purpose**

The purpose of this report is to advise Council that the staged implementation of the new Public Health Act 2016 requires the Shire of Ngaanyatjarraku to take responsibility for appointing Authorised Officers under the new Act from January 2017.

**Background**

Local governments will also become responsible for issuing authorisation cards to existing Environmental Health Officer's (EHO) and any newly employed authorised officers after January 2017. Existing employed EHO's are automatically recognised as authorised officers under the new Act however will require issuing with the new Authority cards which will require Shire delegation to the Chief Executive Officer (CEO) to allow signing and issue of the cards. As such this report will recommend that Council provide the CEO with the relevant delegations required under the new Public Health Act 2016.

**Comment**

Section 17 of the new Public Health Act provides Council the new ability to appoint Environmental Health Officers/Authorised Officers without the need to apply for approval from the Health Department of WA. As such Council will need to provide delegation to the CEO to carry out this new function.

Section 24 of the new Public Health Act provides Council the new ability to designate a person or class of persons as Authorised Officers and to issue authority cards to those officers. This function was previously carried out by the Health Department of WA. Council will now need to provide delegation to the CEO to carry out this new function.

**STATUTORY ENVIRONMENT**

Public Health Act 2016

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Effective public and environmental health management

**RECOMMENDATION**

That Council to approves delegations to the CEO as Authorised Officer to carry out Functions under the Public Health Act 2016 Environmental Health and Authorised Officer - Issue Certificates of Authority for inclusion in the Shire of Ngaanyatjarraku Register of Delegations.



## VOTING REQUIREMENTS

Simple majority

**MOVED** Cr. Bates, seconded Cr. B. Thomas, that the recommendation contained within report 003-17 be adopted.

**#003-17**

### RESOLUTION:

*That Council to approves delegations to the CEO as Authorised Officer to carry out Functions under the Public Health Act 2016 Environmental Health and Authorised Officer - Issue Certificates of Authority for inclusion in the Shire of Ngaanyatjarraku Register of Delegations.*

**CARRIED 7/0**

<b>REPORT NO: 004-17</b> <b>TO: ORDINARY COUNCIL MEETING 25th JANUARY 2017</b> <b>SUBJECT: APPOINTMENT OF APPROVED ADVISOR</b>
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### TABLED

Correspondence from Minister Paul Miles MLA, received 20<sup>th</sup> January 2017 regarding appointment of Approved Advisor

### Purpose

The purpose of this agenda item is to appoint the Department of Local Government and Communities' Director General's approved person to ensure matters raised in the Show Cause notice are attended to by the Shire.

Also, to amend the Council's 2016/17 annual budget to allow for up \$80,000 in remuneration plus expenses (incorporating travel, accommodation and other relevant expenditure to the role) to fund this appointment for an initial period of 6 months from the date of this meeting.

### Background

On the 6<sup>th</sup> January 2017 the Minister for Local Government (the Minister) issued the Shire with a "Show Cause Notice" that required the Council to take remedial action to address the Shire's failure to meet a number of statutory and legislative compliance requirements.

At a Special Meeting of Council on 11 January 2017, Council resolved as follows:

- 1) *That Council resolves to accept the substance of the concerns raised in the Show Cause Notice without reservation, and commits to engaging in a remedial action pathway put in*

- place at the Minister's direction by the Department of Local Government in order address the issues and assist the Shire of Ngaanyatjarraku; and*
- 2) *The Council's response to the Minister's letter and notice be prepared and forwarded at the earliest opportunity.*

On the 20<sup>th</sup> January 2017 the Minister, advised that he had accepted the Shire's response and that accordingly he would not be issuing orders under s.8(15) the Local Government Act. Furthermore, the advice included information that Mr. John Thurtell had been recommended for appointment as the "Approved Advisor" by the Director General to ensure the matters raised in the show cause notice were attended to by the Shire.

### **Comments**

Mr. Thurtell's appointment is somewhat open ended, in that he will remain in place until the Shire has addressed all issues in the action plan as required by the Show Cause notice. In email correspondence, the Minister's Chief of Staff indicated that a period of 18-24 months could possibly be anticipated.

The proposal before this meeting of Council is for funding for the position for the initial 6 months; any possible further extension of the appointment would be incorporated into future annual budgets.

### **STATUTORY ENVIRONMENT**

Not applicable

### **POLICY IMPLICATIONS**

New policies and operational procedures or amendments to existing policies and procedures will be required to be developed with the guidance of the Approved Advisor.

### **FINANCIAL IMPLICATIONS**

As noted above, Council will meet the costs of engaging Mr. Thurtell who will oversee the remedial action processes as outlined.

### **STRATEGIC IMPLICATIONS**

Shire of Ngaanyatjarraku Strategic Community Plan 2016-2026  
Strategic Goal 4.2: A capable and compliant Local Government

### **RISK IMPLICATIONS**

Failure to comply with legislative requirements leading to damage of Council's reputation and/or financial cost to the Council, and possible further intervention by the Minister and/or Department.

### **RECOMMENDATION**

That:

1. Council appoints Mr John Thurtell to be its "Approved Advisor" to assist the Shire to:  
Develop policies, systems and procedures to ensure compliance with the legislative provisions of the Act;

Take steps to ensure there is an appropriate structure for administering the local government;  
Develop an action plan addressing the matters referred above which is prepared in a manner to be determined and approved by the Director General of the Department of Local Government and Communities (Department).

2. Council fixes Mr. Thurtell's remuneration up to \$160,000 per annum, plus expenses.
3. That Council amends the 2016/17 Annual Budget to make provision of up to \$80,000 in remuneration plus expenses to fund this appointment for an initial period of 6 months from the date of this meeting.

## **VOTING REQUIREMENTS**

Absolute majority required

**MOVED Cr. P. Thomas, seconded Cr. Bates, that the recommendation contained within report 004-17 be adopted.**

**#004-17**

### **RESOLUTION:**

1. *Council appoints Mr John Thurtell to be its "Approved Advisor" to assist the Shire to: Develop policies, systems and procedures to ensure compliance with the legislative provisions of the Act;  
Take steps to ensure there is an appropriate structure for administering the local government;  
Develop an action plan addressing the matters referred above which is prepared in a manner to be determined and approved by the Director General of the Department of Local Government and Communities (Department).*
2. *Council fixes Mr. Thurtell's remuneration up to \$160,000 per annum, plus expenses.*
3. *That Council amends the 2016/17 Annual Budget to make provision of up to \$80,000 in remuneration plus expenses to fund this appointment for an initial period of 6 months from the date of this meeting.*

**CARRIED 7/0**

## **CLOSURE**

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 1.39pm (WST).

These minutes of the meeting held 25<sup>th</sup> January 2017 were confirmed at the meeting held on 31<sup>st</sup> March 2017.

**Signed** \_\_\_\_\_  
**PRESIDENT**

**Date** \_\_\_\_\_

Take steps to ensure there is an appropriate structure for administering the local government;  
Develop an action plan addressing the matters referred above which is prepared in a manner to be determined and approved by the Director General of the Department of Local Government and Communities (Department).

2. Council fixes Mr. Thurtell's remuneration up to \$160,000 per annum, plus expenses.
3. That Council amends the 2016/17 Annual Budget to make provision of up to \$80,000 in remuneration plus expenses to fund this appointment for an initial period of 6 months from the date of this meeting.

## VOTING REQUIREMENTS

Absolute majority required

**MOVED Cr. P. Thomas, seconded Cr. Bates, that the recommendation contained within report 004-17 be adopted.**

**#004-17**

### **RESOLUTION:**

1. *Council appoints Mr John Thurtell to be its "Approved Advisor" to assist the Shire to: Develop policies, systems and procedures to ensure compliance with the legislative provisions of the Act;  
Take steps to ensure there is an appropriate structure for administering the local government;  
Develop an action plan addressing the matters referred above which is prepared in a manner to be determined and approved by the Director General of the Department of Local Government and Communities (Department).*
2. *Council fixes Mr. Thurtell's remuneration up to \$160,000 per annum, plus expenses.*
3. *That Council amends the 2016/17 Annual Budget to make provision of up to \$80,000 in remuneration plus expenses to fund this appointment for an initial period of 6 months from the date of this meeting.*

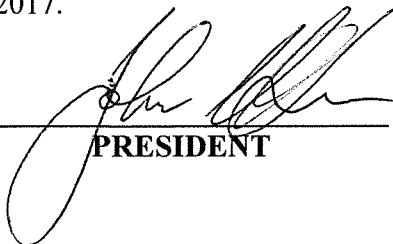
**CARRIED BY AN ABSOLUTE MAJORITY 7/0**

## **CLOSURE**

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 1.39pm (WST).

These minutes of the meeting held 25<sup>th</sup> January 2017 were confirmed at the meeting held on 31<sup>st</sup> March 2017.

Signed

  
\_\_\_\_\_  
PRESIDENT

Date

31/3/17