

Shire of Lake Grace

Ordinary Council Meeting

Minutes

27 April 2011



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SHIRE OF LAKE GRACE

Minutes of the Ordinary Meeting of Council held at Council Chambers, 1 Bishop St Lake Grace, WA on Wednesday 27 April 2011.

1.0 OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson (Shire President) opened the meeting at 3.20pm and apologised to the members of the public for the delay in starting the meeting. This was due to Councillors holding a workshop.

The Shire President welcomed and introduced Mr Gary Martin as Acting CEO from tomorrow whilst CEO Mr Sean Fletcher is on leave. He also welcomed to Lake Grace Ms Samantha Appleton as the Shire's new Manager Corporate Services.

MOTION 11194

Moved Cr Milton
Seconded Cr Chappell

That Cr De Landgraft attendance at today's meeting by means of instantaneous communication be approved as per *Regulation 14A of the Local Government Administration Regulations 1996*.

MOTION CARRIED BY ABSOLUTE MAJORITY 8/0

2.0 ATTENDANCE RECORD

2.1 PRESENT

Cr AJ Walker	Shire President
Cr IG Chamberlain	Deputy Shire President
Cr LW Armstrong	
Cr R Chappell	
Cr JF De Landgraft	<i>Entered the meeting via teleconference at 3.24pm</i>
Cr AI Milton	
Cr WA Newman	
Cr OP Farrelly	
Cr DP Sinclair	
Mr SK Fletcher	Chief Executive Officer
Ms S Appleton	Manager Corporate Services
Mrs J Bennett	Executive Assistant
Mr G Martin	Observer

Members of the Public in Attendance

Mrs Barbara Fletcher
Mrs Phyllis Dunham
Mrs Michelle Lay
Mr Peter Lay
Mr Greg Argent

Mrs Lenore Gladish
Mrs Debby Clarke
Mr Leon Clarke
Mr Doug Clarke
Mr Arthur Slarke
Mr Darren Spencer
Mrs Linda Fletcher
Mrs Joan de Vree

2.2 APOLOGIES

None.

2.3 LEAVE OF ABSENCE PREVIOUSLY GRANTED

Nil

3.0 PUBLIC QUESTION TIME

Nil

4.0 APPLICATIONS FOR LEAVE OF ABSENCE

4.1 CR ARMSTRONG

Cr Armstrong submitted an application for leave form at the commencement of the meeting.

MOTION 11195

Moved Cr Milton
Seconded Cr Chamberlain

That Cr Armstrong be granted leave of absence for the period 29 April 2011 to 16 May 2011.

MOTION CARRIED 9/0

5.0 MINUTES OF PREVIOUS COUNCIL MEETINGS

5.1 ORDINARY MEETING – 23 MARCH 2011

Resolution

MOTION 11196

Moved Cr Chappell
Seconded Cr Armstrong

That the minutes of the Ordinary Meeting of Council held on the 23 March 2011 be confirmed as a true and accurate record.

MOTION CARRIED 9/0

6.0 DECLARATIONS OF INTEREST

6.1 DECLARATIONS OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT SECTION 5.60A

6.2 DECLARATIONS OF PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B

6.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATION SECTION 34C

Item 15.1 - Cr Chappell

7.0 NOTICES OF URGENT BUSINESS

None.

8.0 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED

8.1 CRS MILTON & FARRELLY

Crs Milton and Farrelly have submitted a Notice of Motion regarding the Ward & Representation Review – Refer Item 15.6 on page 625.

MOTION 11197

Moved Cr Milton
Seconded Cr Chappell

That Item 15.6 - Notice of Motion, be brought forward for consideration prior to Item 15.5 - Special Elector's Meeting Held 7 April 2011.

MOTION CARRIED 9/0

Refer page 625

9.0 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

None.

10.0 MEMBERS' REPORTS

None.

11.0 MATTERS FOR CONSIDERATION – WORKS & SERVICES

No items for consideration

12.0 MATTERS FOR CONSIDERATION – PLANNING

No items for consideration

13.0 MATTERS FOR CONSIDERATION – HEALTH & BUILDING

No items for consideration.

14.0 MATTERS FOR CONSIDERATION – FINANCE

14.1 ACCOUNTS FOR PAYMENT – MARCH 2011

Applicant: Shire of Lake Grace
File No. 0277
Attachments: List of Creditors
Author: Mrs Jessica Davidson
Finance Officer
Disclosure of Interest: Nil
Date of Report: 19 April 2011
Senior Officer: Ms Samantha Appleton
Manager Corporate Services

Summary

For Council to ratify expenditures incurred for the month of March 2011.

Background

List of payments for the month March 2011 through the Municipal accounts are attached.

Comment

In accordance with the requirements of the Local Government Act 1995, a list of creditors is to be completed for each month showing:

- (a) The payee's name
- (b) The amount of the payment
- (c) Sufficient information to identify the transaction
- (d) The date of payment

The attached list meets the requirements of the Financial Management Regulations.

Legal Implications

Local Government (Financial Management) Regulations 1996 – Reg 12
Local Government (Financial Management) Regulations 1996 – Reg 13

Policy Implications

N/A

Consultation

N/A

Financial Implications

The list of creditors paid for the month of March 2011 from the Municipal Account Totals \$482,990.93. The list of creditors paid for the month of March 2011 from the Trust Account Totals \$400.00.

Strategic Implications

Shire of Lake Grace Strategic Plan

7. Organisational Excellence

7.1 Develop systems compliant with various statutes, regulations and policies.

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 11198

Moved Cr Chappell
Seconded Cr Armstrong

That Council receive the list of payments totalling \$483,390.93 as presented for the month of March 2011 incorporating:

- Municipal Account Cheques 34290 to 34332
- Trust Account Cheques 602 to 603
- Electronic Funds Transfers EFT7682 to EFT7818

MOTION CARRIED 9/0

14.2 FINANCIAL STATEMENTS – FEBRUARY 2011

It was noted the capital roadworks, operating revenue and expenditure graph Attachments to Item 14.2 are incorrectly 'date' headed.

Applicant:	Corporate Services Section
File No.	0275
Attachments:	Financial Reports
Author:	Ms Samantha Appleton Manager Corporate Services
Disclosure of Interest:	Nil
Date of Report:	19 April 2011
Senior Officer:	Ms Samantha Appleton Manager Corporate Services

Summary

Consideration of the financial statements for the month ending 28 February 2011.

Background

The following financial reports are included for your information:

- Monthly Statement of Financial Activity
- Financial Activity Variances
- Significant Accounting Policies
- Statement of Objective
- Acquisition of Assets
- Disposal of Assets
- Information on Borrowings
- Reserves
- Net Current Assets
- Rating Information
- Trust Funds
- Operating Statement by Programme
- Balance Sheet
- Financial Ratios
- Capital Road Works, Operating Revenue & Expenditure Graphs

Legal Implications

Local Government Act 1995 – section 6.4

Local Government (Financial Management) Regulations 1996

Policy Implications

N/A

Consultation

Nil

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Plan

Goal 7: Organisational Excellence

Strategy 7.1: Develop systems to ensure compliance with various statutes, regulations and policies.

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 11199

Moved Cr Milton

Seconded Cr Sinclair

That Council in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996 receives the Statement of Financial activity for the period ended 28 February 2011.

MOTION CARRIED 9/0

14.3 FINANCIAL STATEMENTS – MARCH 2011

It was noted the capital roadworks, operating revenue and expenditure graph Attachments to Item 14.3 are incorrectly 'date' headed.

Applicant: Corporate Services Section
File No. 0275
Attachments: Financial Reports
Author: Ms Samantha Appleton
Manager Corporate Services
Disclosure of Interest: Nil
Date of Report: 18 April 2011
Senior Officer: Ms Samantha Appleton
Manager Corporate Services

Summary

Consideration of the financial statements for the month ending 31 March 2011.

Background

The following financial reports are included for your information:

- Monthly Statement of Financial Activity
- Financial Activity Variances
- Significant Accounting Policies
- Statement of Objective
- Acquisition of Assets
- Disposal of Assets
- Information on Borrowings
- Reserves
- Net Current Assets
- Rating Information
- Trust Funds
- Operating Statement by Programme
- Balance Sheet
- Financial Ratios
- Capital Road Works, Operating Revenue & Expenditure Graphs

Legal Implications

Local Government Act 1995 – section 6.4

Local Government (Financial Management) Regulations 1996

Policy Implications

N/A

Consultation

Nil

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Plan

Goal 7: Organisational Excellence

Strategy 7.1: Develop systems to ensure compliance with various statutes, regulations and policies.

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 11200

Moved Cr Milton
Seconded Cr Chappell

That Council in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996 receives the Statement of Financial activity for the period ended 31 March 2011.

MOTION CARRIED 9/0

15.0 MATTERS FOR CONSIDERATION – ADMINISTRATION

Cr Chappell declared an interest of impartiality in Item 15.1 in that he has been nominated for appointment as a Fire Control Officer.

MOTION 11201

Moved Cr Chamberlain
Seconded Cr Farrelly

That Cr Chappell's interest in the matter be considered as trivial and he be allowed to fully participate and vote on the matter.

MOTION CARRIED 9/0

15.1 BUSHFIRE ADVISORY COMMITTEE – APPOINTMENT OF FIRE CONTROL OFFICERS

Applicant: Shire of Lake Grace Bushfire Advisory Committee
File No. 0177
Attachments: Nil
Author: Mr Marcus Owen
 Natural Resource Management Officer
Disclosure of Interest: Nil
Date of Report: 13 April 2011
Senior Officer: Mr Sean Fletcher
 Chief Executive Officer

Summary

The purpose of this report is for Council to:

1. Appoint Bushfire Control Officers for the 2011/2012 season,
2. Endorse the request from the Bushfire Advisory Committee that the Shire write to the Department of Environment and Conservation to:
 - express concerns over the conditions of the fire access tracks in the Reserves,
 - request that additional funding be made available for maintenance of the fire access tracks,
 - request up to date maps of the reserves showing all the access tracks.

Background

The Annual General Meeting of the Bushfire Advisory Committee was held on 15 March 2011 at the Newdegate Recreation Centre and commenced at 3:30pm. Twenty nine members were present.

At the September 2010 Bushfire Advisory Meeting the committee raised concerns over the poor condition of fire access tracks and fire breaks throughout DEC reserves within the shire.

A number of fire breaks are in need of some serious work as they are becoming over grown, limiting access and usefulness as a fire break. These fire breaks play a major role when fighting fires as they significantly enhance the efforts of the volunteer fire crews to contain wild fires. Mr Mitch Davies (District Operations Officer DEC Katanning) has a limited budget to carry out this work, and would certainly appreciate the Shire's support in gaining more funds to advance his efforts.

The committee would also appreciate the Shire's support in asking DEC to make available some up to date maps of the reserves showing all the access tracks; these maps will be invaluable when a wildfire is burning

Comment

Bushfire Control Officer appointments for the 2011/2012 season require gazettal following ratification by Council.

The issue of poorly maintained fire breaks and access tracks was apparent at the end of October 2010 when fire broke out in the reserve West of Lake King. The general feeling was that the fire could have been contained/controlled earlier had the volunteers been able to use the tracks and breaks.

The meeting also discussed and made recommendations regarding:

1. Negotiation with FESA for the Shire to purchase Varley's old fire truck,
2. The possibility of the Shire appointing a Community Emergency Service Manager.

As these two items require further investigation they will be included in a separate report to Council at its May 2011 Ordinary Meeting.

Minutes of the Bushfire Advisory Committee are available via the Council Circular.

Legal Implications

Bush Fire Act 1954

Shire of Lake Grace Bush Fire Local Laws

Policy Implications

Nil

Consultation

Internal: Mr Darcy Roberts, CFCO

External: Mr Mac Johnston, Area Manager, FESA

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 11202

Moved Cr Newman
Seconded Cr Farrelly

That Council:

1. Appoint the following Bushfire Control Officers for the 2011/1012 season:

Chief Fire Control Officer	Bill Lloyd
Deputy Chief Fire Control Officer – Lake Grace	Doug Dunham
Deputy Chief Fire Control Officer – Newdegate	Wes Hall
Deputy Chief Fire Control Officer – Lake King	Richard Metcalf

Fire Weather Officers

Lake Grace	Doug Dunham
Newdegate	Wes Hall
Varley	Steven Davies
Mt Madden	Lindsay Brownley
Lake King	Richard Metcalf

Deputy Fire Weather Officers

Lake Grace	Brad Watson
Newdegate	Ian Lloyd
Varley	Craig Newman
Lake King	Hugh Roberts
Mt Madden	Bernie Giles

Harvest Ban – CBH Advisory Officers

Mt Madden	Lindsay Brownley
Lake King	Jason Sugg
Varley	Steven Davies
Newdegate	Bill Lloyd
Buniche	Tim Lloyd
Lake Grace	Scott Strevett
Kuender	Terry Smith
Dunn Rock	Bernie Giles

Fire Control Officers

Permit issuing FCO's with two way radios

North Lake Grace	Doug Dunham (Base)
	Brad Watson
	Leon Morgan
	Glen Willcocks
	Evan Wyatt
	Ross Chappell
	Greg Carruthers

MOTION 11202 continued

South Lake Grace	Scott Strevett (Base) Kevin Naisbitt Cameron Slarke
North Newdegate	Barry Ness (Base) Ron Shalders Craig Shalders Ian Lloyd Bill Lloyd John Dunkeld Tim Lloyd Greg Dunkeld Pete Walker
South Newdegate	Geoff Cugley Matt Cugley Wes Hall Peter Kennedy Syd Walker Geoff Richardson
Lake King/Varley	Ben Hyde Jason Sugg Arthur Sugg (Base) Callum Lumsden Craig Newman Steven Davies Richard Metcalf (Base) Hugh Roberts
Mt Madden/Dunn Rock	Bernie Giles David Roberts Lindsay Brownley Bob Allen Dwayne Allen
Newdegate Town	David Tonkin
Lake Grace Town	Marcus Owen
Lake King Town	Ben Carlton & Ross Dunkeld
Varley Town	Stephen Hyde & Brent Hyde

Non permit issuing FCO's without two way radios

Lake King /Varley	Stephen Hyde
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Dual Fire Control Officers for the Shire of Lake Grace

Representatives from the Shire of Lake Grace to be appointed as Dual Fire Control Officers for the following Shires for the 2011/2012 Bush Fire Season:

Shires of Ravensthorpe & Jerramungup	Bernie Giles
Shire of Kulin	Doug Dunham Evan Wyatt

MOTION 11202 continued

Shire of Dumbleyung

Kevin Naisbitt

Leon Morgan

Shire of Kent

Leon Morgan

Shire of Esperance

Richard Metcalf

2. Authorise the following persons to issue clover and proclaimed plant burning permits during the 2011/2012 season in conjunction with the closest available Fire Control Officer to the person making the application:

- Chief Fire Control Officer
- Deputy Chief Fire Control Officers
- Chief Executive Officer
- Manager Corporate Services

3. Authorise the following persons to supply information relating to harvest bans for general radio broadcasting during the 2011/2012 season:

- Chief Executive Officer
- Chief Bush Fire Control Officer
- Manager Corporate Services
- Deputy Chief Bush Fire Control Officers
- Base Radio Operators and their Spouses
- Natural Resource Management Officer (in the absence of the Chief Executive Officer and the Manager Corporate Services)

4. Write to the Department of Environment and Conservation to express concerns over the condition of the fire access tracks in the reserves, request that additional funding be made available for their maintenance and to provide updated reserve maps.

MOTION CARRIED 9/0

15.2 EASTERN WHEATBELT DECLARED SPECIES GROUP - INCORPORATION

Applicant: Eastern Wheatbelt Declared Species Group
File No: 0062
Attachments: Attachment No 1: Proposed Rules of Association
EWDCG Inc Draft No 2)
Attachment No 2: Amendments to Proposed Rules.
Author: Mr Marcus Owen
Natural Resource Management Officer
Disclosure of Interest: Nil
Date of Report: 6 April 2011
Senior Officer: Mr Sean Fletcher
Chief Executive Officer

Summary

For Council to:

1. Support the incorporation of the Eastern Wheatbelt Declared Species Group by endorsing the proposed rules of association including the amendments.
2. Elect a representative to attend Eastern Wheatbelt Declared Species Group meetings.

Background

The Shire of Lake Grace has been associated with, and has financially supported the EWDSG over the past 10 years.

For the 2010/11 financial year a contribution of \$ 5,000 (E052260) has been allocated. The purpose of the group is to have a consistent, integrated and cooperative approach to the management of wild dogs across all lands in all contributing shires to:

- Control predation of livestock by wild dogs; and
- Develop and implement management strategies to minimise future wild dog impacts on livestock.

When proclaimed, section 169 of the Biosecurity and Agriculture Management Act 2007 (‘the Act’) will grant the Minister for Agriculture and Food power to formally recognise a body of persons as a Biosecurity Group. Such recognition will enable the Group to receive funds raised from within its area of operation, in order to carry out measures to control declared pests on and in relation to those lands. In addition to a direct role in the planning, implementation and oversight of local declared pest control programs, it is expected that RBGs will also monitor DAFWA’s regulatory service delivery as it relates to declared pests, and report issues arising and provide advice and recommendations back to the Department for improved effectiveness and efficiency. RBGs will also likely promote local public awareness by encouraging local landholders to adopt sound biosecurity practices. Extract from Becoming a RBG – a check list of steps.

Mr Darcy Roberts has been the Shire representative for the last ten years and now that his personal arrangements have changed he wishes to stand down.

Comment

The EWDSG comprises of ten shires from Mt Marshall down to Lake Grace and, with support from the Department of Agriculture and Food Western Australia (DAFWA), has worked consistently and conscientiously to control numbers and activities of wild dogs within these shires.

Regular reports on numbers of dogs trapped or sighted from the doggers employed by the group indicates the need for this work to continue.

For the Eastern Wheatbelt Declared Species Group (EWDSG) to continue to receive funding from the State Government the group is required to become an incorporated association. Upon becoming incorporated the group would also be eligible for funding from Royalties for Regions. Funding from this source will allow for an increase in trapping and baiting programs.

DAFWA has indicated that funding to Declared Species Groups will cease once alternative funding arrangements can be put in place. It is anticipated this would occur in June 2012 if alternative funding is secured.

The EWDSG did consider, and investigated, the formation of a Recognised Biosecurity Group (RBG) model. Final agreement on the RBG concept could not be unanimously agreed upon and a compromise has been sought (see Draft Rules of Association Attachment Nos 1 & 2).

It is proposed that the EWDSG will maintain its current structure with the only change being that it becomes an incorporated association.

In the absence of the EWDSG and support from DAFWA the Shire, and other group shires, would be solely responsible for their own shire's wild dog control.

Since commencing employment with by the Shire the author has attended EWDSG meetings with Mr Roberts and also in his absence. Now that Mr Roberts has stood down the Shire needs to elect another representative to vote on issues as they arise.

Legal Implications

Biosecurity and Agricultural Management Act 2007 (BAM Act)

Policy Implications

Nil

Consultation

Internal: Sean Fletcher, Chief Executive Officer

External: Mr Adrian Chesson, Senior Biosecurity Officer, Department of Agriculture and Food
Mr Ron Creagh, Chairman EWDSG

Financial Implications

Currently the Shire makes a \$5,000 contribution (E052260) to the EWDSG:

2010/11 funding to EWDSG		2011/12 funding to EWDSG Inc	
Shire contributions	47,500	Shire contributions	47,500
DAFWA (matching funds)	47,500	DAFWA (matching funds)	47,500
Western Areas	10,000	Western Areas	10,000
<u>Cliffs</u>	<u>10,000</u>	<u>Cliffs</u>	<u>10,000</u>
	115,000		115,000
SBF maintenance grant	30,000	SBF maintenance grant	30,000
	145,000		145,000
<u>Carry over 09/10</u>	<u>37,732</u>	<u>R4R funding</u>	<u>100,000</u>
Total	182,732	Total	245,000

Possible budget for 2011/2012 \$245,000

Strategic Implications

5.4 Strive for excellence in the management of environmental and natural resource infrastructure.

Recommendation

That Council:

1. Support the incorporation of the Eastern Wheatbelt Declared Species Group by endorsing the proposed rules of association including the amendments.
2. Appoints _____ to represent the Shire of Lake Grace at the meetings of the Eastern Wheatbelt Declared Species Group Inc.

Voting Requirements

Simple majority required

Recommendation/Resolution**MOTION 11203**

Moved Cr Chamberlain
Seconded Cr Farrelly

That Council:

1. Support the incorporation of the Eastern Wheatbelt Declared Species Group by endorsing the proposed rules of association including the amendments.
2. Appoints Cr Sinclair to represent the Shire of Lake Grace at the meetings of the Eastern Wheatbelt Declared Species Group Inc.

MOTION CARRIED 9/0

15.3 **COMMUNITY ENGAGEMENT POLICY - ADOPTION**

Applicant:	Executive Services
File No.	0050
Attachments:	Proposed Community Engagement Policy
Author:	Mr Sean Fletcher Chief Executive Officer
Disclosure of Interest:	Nil
Date of Report:	12 April 2011
Senior Officer:	Mr Sean Fletcher Chief Executive Officer

Summary

The purpose of this report is to adopt the proposed Community Engagement Policy (Policy No 1.12) for inclusion in the Shire of Lake Grace Policy Manual.

Background

The purpose of developing a community engagement policy is to ensure that the relevant level of engagement is occurring regarding the development and/or review of any future community strategic plan.

Dr Barbara Maidment was engaged by the author to undertake the development of a Community Engagement Policy that will reflect the new Integrated Strategic Planning requirements to be implemented by Local Governments from 1 July 2011.

Dr Maidment subsequently conducted a workshop with Council and senior staff on 28 February 2011. The outcome of the workshop was the development of a draft policy that was then tested on five people across the Shire the next day.

The Elected Members (The Shire President, Cr Chamberlain, Cr Milton, Cr Chappell, Cr De Landgraff, Cr Sinclair and Cr Armstrong) and Staff were then asked to provide comments on the draft policy by 23 March 2011. No comments were forthcoming and hence the final version of the policy was developed for adoption at today's meeting.

Comment

The community engagement policy has been developed to involve community members in the Shire's planning and decision making. It is anticipated that such involvement will not only give a greater level of legitimacy to what is required, but improve the responsiveness of the Shire along with improvement to the quality of the policies and programs which in turn will increase the effectiveness of the services delivered.

At the workshop, the participants were asked to confirm the values to underpin the proposed policy, the purpose of the policy including key actions and the levels of community engagement along with practical examples on how the policy can be applied.

Accordingly, the following purpose was developed:

Ensuring that residents of the Shire of Lake Grace have the maximum opportunity to contribute to their own social, economic and community well-being as well as good governance through information, consultation, and active participation in the development of major programs, projects and events throughout the Shire.

In hand with the purpose a matrix (Table 3. Levels of Community Engagement) was developed that provides tools that can be used for the type of engagement pursued. The levels of engagement include:

Level	Objective	Example of Tool
Information sharing	To provide the public with balanced and objective information to assist them in understanding a problem, alternatives and/or solutions	<ol style="list-style-type: none"> 1. Advertising 2. Briefings 3. Community meetings 4. Community fairs or events
Consultation	To obtain public feedback on analysis, alternatives and/or decisions	<ol style="list-style-type: none"> 1. Discussion groups & workshops 2. 1 to 1 interviews 3. Open days 4. Polls
Active Participation	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution	<ol style="list-style-type: none"> 1. Action research 2. Advisory committees 3. Reference groups 4. Community visioning

Table One: Summary of Table 3. Levels of Community Engagement

The examples in the policy were developed by the workshop participants and were used to test the framework and the understanding of the participants involved.

Once the policy is adopted, the Shire will then have a clear direction on the type of engagement to be applied dependent on the level of input required to improve the decision making of Council and the Staff.

Policy Implications

New policy – Shire Policy 1.12

Consultation

External: Dr Barbara Maidment
Various community members

Internal: Shire President
Council
Senior Management Team and other relevant staff

Financial Implications

Nil.

Strategic Implications

Shire of Lake Grace Strategic Plan

6. Provide a visionary and proactive approach to leadership at an operational and strategic level.

7.1 Support the implementation of quality service provision underpinned by continuous improvement strategies including:

- Customers focus;
- Communication;
- Systems Improvement;
- Feedback; and
- Good Governance

Voting Requirements

Simple majority required.

Officer Recommendation

That:

1. Council adopt the Shire of Lake Grace Community Engagement Policy No 1.12 as follows:

Policy

The Community Engagement Policy as per Attachment 1.12 on the following pages is adopted as Shire Policy.

Objectives

To ensure that residents of the Shire of Lake Grace have the maximum opportunity to contribute to their own social, economic and community well-being as well as good governance through information, consultation and active participation in the development of major programs, projects and events throughout the Shire.

Guidelines

Proposed Legislation regarding Integrated Strategic Planning.

History

Adopted 27 April 2011 Motion _____

Review

Chief Executive Officer

Attachment 1.12

Shire of Lake Grace Community Engagement Policy – refer attachment

2. The Policy Manual be updated accordingly

Recommendation/Resolution

MOTION 11204

Moved Cr Newman
Seconded Cr Chappell

That:

1. Council adopt the Shire of Lake Grace Community Engagement Policy No 1.12 as follows:

Policy

The Community Engagement Policy as per Attachment 1.12 on the following pages is adopted as Shire Policy.

Objectives

To ensure that residents of the Shire of Lake Grace have the maximum opportunity to contribute to their own social, economic and community well-being as well as good governance through information, consultation and active participation in the development of major programs, projects and events throughout the Shire.

Guidelines

Proposed Legislation regarding Integrated Strategic Planning.

History

Adopted 27 April 2011 Motion 11204

Review

Chief Executive Officer

Attachment 1.12

Shire of Lake Grace Community Engagement Policy – refer attachment

2. The Policy Manual be updated accordingly.

MOTION CARRIED 9/0

15.4 CEO KEY PERFORMANCE INDICATORS - UPDATE

Applicant: Chief Executive Officer
File No. 0271
Attachments: Nil
Author: Mr Sean Fletcher
 Chief Executive Officer
Disclosure of Interest: Nil
Date of Report: 11 April 2011
Senior Officer: Mr Sean Fletcher
 Chief Executive Officer

Summary

This report provides an update each month on the progress of the CEOs Key Performance Indicators as identified during the CEO Performance Review 2010.

Background

The Council in conjunction with the author developed a range of Key Performance Indicators for the Chief Executive Officer to achieve.

Comment

A summary on the progress of the Chief Executive Officer's key performance indicators (KPIs) are as follows:

KPI 1		
Present to Council a Roles and Functionality Plan that provides for services to be maintained without necessarily replacing departing staff. The report is to be presented to Council by April 2011.		
Measure	Progress	Due
Report is presented to Council and Councillors have an opportunity to be heard	Alasdair Malloch-Smith WALGA conducted the review 22/23 February 2011: <ul style="list-style-type: none"> • Interviewed CEO & Staff 22/02; • Interviewed Elected Members 23/02; • Report received 10 March • Issued to Council 23 March 2011; • Mr Malloch-Smith to present to Council 27 April 2011 • CEO's response provided to Council 27 April 2011 	30 April 11

KPI 2		
CEO to invest time in meeting with stakeholders on a face to face basis at their localities and to be seen in the communities attending community functions and activities wherever practicable		
Measure	Progress	Due
Community Survey demonstrates an improvement in the Community understanding of the Role of Council and the Role of the CEO with improved communication channels	<p>Community Engagement Workshop conducted by Barbara Maidment 28/02/11 with elected members and key staff to develop policy and process based on new Department of Local Government guidelines on community engagement.</p> <p>Draft received for comment 8 March 2011:</p> <ul style="list-style-type: none"> Discussed at the strategic planning workshop on 10/03/11; CEO requested feedback from elected members by 23 March 2011. No feedback received; Policy presented to Council meeting 27 April 2011 <p>Also attended the following:</p> <ul style="list-style-type: none"> With Shire President met with Minister Kate Ellis, Tony Crook MP & Mia Davies MLC at Kulin and various Childcare Groups April 2011; Citizenship ceremony Varley 23 March 2011; Newdegate Field Day AGM 25 February 2011; Lake King Progress Association 16 February 2011. 	31 Aug 11

KPI 3		
Based on the outcomes of the draft Strategic Plan, the plan's KPIs for 2010/11 will be as follows:		
Action 1.1.1	Progress	Due
Lake Grace Residential Land – Development of next stage (Known as Pt Lot 1 Griffin Street or Quondong Crt)	<p>As per the Corporate Plan:</p> <ul style="list-style-type: none"> Trenching and laying of cable for Telstra completed; Water then sewerage over next four weeks; Watercorp will do South St main upgrade. Will reimburse costs to the Shire 	31 Dec 10

	<p>within 12 months;</p> <ul style="list-style-type: none"> • Works crew to do road works last <p>Now starting to receive enquiries</p> <p>May be completed by 30 June 2011</p>	
Action 1.1.2	Progress	Due
<p>Lake Grace Industrial Land Development:</p> <ul style="list-style-type: none"> • Funding; • Commence Construction; • Finish Construction 	<p>As per the Corporate Plan:</p> <ul style="list-style-type: none"> • Landcorp has agreed to develop; • Will fund five blocks first. Exchange of recycling depot lot with Salmon Gums lot last process to occur; • As discussed and agreed at the strategic planning workshop 9&10 March, Shire works (\$40,000) deferred to 2011/12 to meet Landcorp timetable; • Blocks available Feb 2012; • Met with Landcorp Project Manager Robert Fenn 30 March 2011: <ul style="list-style-type: none"> ○ Mr Fenn clarifying matters re Native Title, soil contamination; ○ Will enter into pre-sale agreements with interested parties. <p>CEO's involvement completed for 2010/11</p>	31 Dec 11
Action 2.1.1	Progress	Due
<p>Construct the Newdegate Medical Centre within allocated budget</p>	<p>As per the Corporate Plan:</p> <ul style="list-style-type: none"> • Concrete pad put down 17/11/10; • Brickwork on hold until issues with concrete pad resolved. Core samples taken by Geoff Nannes. Laboratory analysis was slow going. Report shows that pad cracks can be sealed and for construction to proceed; • CEO met with concreter 28/03/11 to seek response to Engineer's report. Now waiting on response 	30 Jun 11

	<ul style="list-style-type: none"> Report from Building Surveyor 29/03/11 supports fixing the concrete pad and moving forward with the project; 	
Action 2.4.2	Progress	Due
Construct the Lake Grace Childcare Centre within allocated budget	<p>As per the Corporate Plan:</p> <ul style="list-style-type: none"> Final plumbing connection completed; Fit-out commenced Feb 2011; Fencing nearing completion; Development Officer applying for grant for fit-out costs and play equipment As part of the transition now required a Management Committee is to be established regarding the running of this facility; Centre expected to open 5 May 2011 <p>Construction Completed</p>	31 Mar 11
Action 6.1.2	Progress	Due
Recruit a general practitioner that includes sourcing of a new GP for the Shire and the development with WALGA of a local government GP recruitment platform	<p>Dr Jacobs has advised that he is required to undergo further testing and so will not be heading to Lake Grace anytime soon.</p> <p>Two other GPs that have shown interest have not proceeded with proposals.</p> <p>Pursuit of long term agreement with SRMG now required</p>	31 Aug 11
Action 7.1.7	Progress	Due
Complete Ward and Representation Review – By April 2011 the CEO to run a workshop for Councillors allowing Councillors the opportunity to review the report to ensure that it is appropriate for the Shire	<ul style="list-style-type: none"> Special Council Meeting decision was to lay the matter on the table and for further consultation to be undertaken; Special Electors meeting requested and called for 7 April 2011. Resolutions forwarded to 27 April Council meeting; Advisory Board requested and met with Council on 13 April to review “Impasse”. 	30 Jun 11

December Meeting Response to Other Impacts

At the December 2010 ordinary council meeting, Council in response to the author's concerns to a range of impacts including the loss of key staff and the need to put in writing a commitment of support regarding the next three to six months, resolved the following:

“That Council note the current items as noted by the Chief Executive Officer and that Council review the situation in four months time to see what adjustments may be required in the Chief Executive Officer's Key Performance Indicators for the remainder of the review period.”

Comments on KPIs

It is clear that KPI 1 will be completed at this Council meeting.

It is clear that KP2 will have the Community Engagement Policy completed at this Council meeting. The CEO regularly meets with various groups and people throughout the Shire.

As per the author's comments in February's report it would appear that under KPI 3:

- Action 1.1.1. May roll over to 2011/12. Original timeline not met due to tender process, shortage of key staff and complexity of project. Probable completion 31 August 2011;
- Action 1.1.2. Shire input completed for 2010/11;
- Action 2.1.1. Project will not be completed until at least December 2011. As per the review of the Strategic Plan completion of this project has been deferred to 2011/12;
- Action 2.4.2. Project (i.e. construction) has been completed within budget. CEO's involvement completed;
- Action 6.1.2. Timeline should be met;
- Action 7.1.7. Outcome unknown at this point in time.

Accordingly, the timelines for KPI 3: Action 1.1.1 and Action 2.1.1 should be adjusted. This is in keeping with recent amendments to the Shire's Strategic Plan.

Legal Implications

Nil

Policy Implications

Nil

Consultation

External: As per the comments in this report.

Internal: Shire President
Council at the Information Sessions
Strategic Planning Workshop 9 & 10 March 2011
Senior Management Team
Key Staff (as defined by the Corporate Plan)

Financial Implications

Nil.

Strategic Implications

Shire of Lake Grace Strategic Plan

Voting Requirements

Simple majority required.

Officer's Recommendation/Resolution

MOTION 11205

Moved Cr Milton
Seconded Cr Chappell

That Council:

1. Note the progress of the Chief Executive Officer's Key Performance Indicators – Year Two.
2. Adjust the due dates within KPI 3 as follows:
 - a. Action 1.1.1 Lake Grace Residential Land – Development of next stage (Known as Pt Lot 1 Griffin Street or Quondong Crt) to 31 August 2011.
 - b. Action 2.1.1 Construct the Newdegate Medical Centre within allocated budget to 31 December 2011.

MOTION CARRIED 9/0

ITEM 15.5 – SPECIAL ELECTORS MEETING - OUTCOMES

NOTE

As per Motion No 11197, Item 8.1 p103 Item 15.6 was brought forward for consideration prior to Item 15.5.

REASON

Resolution No 1 from the Special Electors Meeting recommends that the CEO's report regarding the Ward & Representation Review, which currently lays on the table, be lifted for re-consideration by Council.

The Council has considered the decisions outlined in Item 15.5.

Should the Council vote against that recommendation (i.e. vote down Resolution No 1), under the Local Government Act 1995 and the Shire's Standing Orders Local Law, it would mean the report would remain 'closed' and could not be re-opened for discussion which would prevent the options outlined in the report being considered at the Special Elector's Meeting on 4th May 2011.

Council considered that not to be in the best interests of electors and ratepayers at this point in time and subsequently brought Item 15.6 forward.

MOTION 11206

Moved Cr Newman
Seconded Cr Chamberlain

That Council suspend Standing Orders at this time, being 4.11pm to allow discussion on ward review options.

MOTION CARRIED 9/0

MOTION 11207

Moved Cr Milton
Seconded Cr Armstrong

That Standing Orders resume at this time, being 4.20pm.

MOTION CARRIED 9/0

ITEM 15.6 - NOTICE OF MOTION – WARD AND REPRESENTATION REVIEW

Applicant: Crs Milton & Farrelly
File No. 0375
Attachments: Email – Cr Milton
Author: Mr Sean Fletcher
Chief Executive Officer
Disclosure of Interest: Nil
Date of Report: 19 April 2011
Senior Officer: Mr Sean Fletcher
Chief Executive Officer

Summary

This report contains the Notice of Motion submitted by Crs Milton and Farrelly submitted to the President and Chief Executive Officer on 19 April 2011.

Background

Cr Milton sent an email to the President and Chief Executive Officer regarding a Notice of Motion to be included in the agenda for the 27 April 2011 Ordinary Meeting.

The Notice of Motion reads:

*Moved Cr Milton
Seconded Cr Farrelly*

In order for the Shire of Lake Grace to move forward and take a leadership position with regard to establishing equal representation for electors within the Shire of Lake Grace that the following actions are to be taken:

- a) That the Shire of Lake Grace formally apply to the Local Government Advisory Board for an extension of time to complete the current Ward and Representation Review. The extension is to include time to allow the implementation of any outcomes of this review to be in place for the October 2011 Local Government Ordinary Elections.*
- b) That the current Ward and Representation Review process continue to its logical conclusion and that all effort is to be made to have an outcome of equal representation that is acceptable to both the community and the Council of the Shire of Lake Grace in place for the October 2011 Local Government Ordinary Elections.*
- c) That should all effort to reach an agreement with regards to equal representation of electors under the current Ward and Representation Review be un-attainable by the October 2011 election that the current Ward and Representation Review process continue regardless. This process is to continue until an outcome of equal representation that is acceptable to both the community and the Council of the Shire of Lake Grace is achieved. At such time the recommendation shall be forwarded to the Local Government Advisory Board at the earliest juncture for the boards consideration and subsequent Ministerial approval and Royal assent. This process is to be completed no later than December 2011 in order for any changes to be in place for the Local Government Ordinary Elections in 2013.*

Rationale for the Motion

The current Ward and Representation Review was in response to the list of affected persons (community petition) in March 2010 seeking an order under the Local Government Act 1995 to address the imbalance of Elected Members in the Shire of Lake Grace.

In Motion 10971 the council voted by absolute majority 8/0 that should the List of Affected Members be verified by the Local Government Advisory Board, that the Council recommence the 2008 Ward and Representation Review in time for the October 2011 Local Government Ordinary Elections.

The List of Affected Members (community petition) was deemed valid and council is obligated to make good on Motion 10971 for the Ward and Representation Review outcomes to be in place for the October 2011 elections.

This notice of motion is to ensure that the process has clear direction and timelines for all stakeholders.

Comment

The detail regarding this matter has been the subject of the following:

- Special Meeting of Council 17 March 2011;
- Special Meeting of Electors 7 April 2011;
- Meeting with Local Government Advisory Board 13 April 2011.

The Notice of Motion would appear to set a clearer tone than that of Motion 11175 from the Special Meeting of Council held on 17 March 2011.

Legal Implications

Shire of Lake Grace Local Law – Standing Orders – Motions of Which Previous Notice has been given.

Local Government Act 1995 - Schedule 2.2

At this point in time, the matter regarding the petition has not been completed and thus the review has not been completed. In other words the process outlined in the Notice of Motion is not subject to an Absolute Majority.

Policy Implications

N/A

Consultation

Internal: Shire President
Senior Management Team

External: Andrew Borrett, Department of Local Government
Bruce Wittber, BHW Consulting

Financial Implications

To date the Ward and Representation Review has cost in the order of \$26,000 including the cost to the delay in achieving other projects.

The additional cost required regarding this matter is unknown at this point in time.

Strategic Implications

Shire of Lake Grace Strategic Plan

Provide a visionary and proactive approach to leadership at an operational and strategic level.

Voting Requirements

Simple majority required.

Councillor's Recommendation

In order for the Shire of Lake Grace to move forward and take a leadership position with regard to establishing equal representation for electors within the Shire of Lake Grace that the following actions are to be taken:

1. That the Shire of Lake Grace formally apply to the Local Government Advisory Board for an extension of time to complete the current Ward and Representation Review. The extension is to include time to allow the implementation of any outcomes of this review to be in place for the October 2011 Local Government Ordinary Elections.
2. That the current Ward and Representation Review process continue to its logical conclusion and that all effort is to be made to have an outcome of equal representation that is acceptable to both the community and the Council of the Shire of Lake Grace in place for the October 2011 Local Government Ordinary Elections.
3. That should all effort to reach an agreement with regards to equal representation of electors under the current Ward and Representation Review be un-attainable by the October 2011 election that the current Ward and Representation Review process continue regardless. This process is to continue until an outcome of equal representation that is acceptable to both the community and the Council of the Shire of Lake Grace is achieved. At such time the recommendation shall be forwarded to the Local Government Advisory Board at the earliest juncture for the Board's consideration and subsequent Ministerial approval and Royal assent. This process is to be completed no later than December 2011 in order for any changes to be in place for the Local Government Ordinary Elections in 2013.

Resolution**MOTION 11208**

Moved Cr Milton
Seconded Cr Farrelly

In order for the Shire of Lake Grace to move forward and take a leadership position with regard to establishing equal representation for electors within the Shire of Lake Grace that the following actions are to be taken:

1. That the Shire of Lake Grace formally apply to the Local Government Advisory Board for an extension of time to complete the current Ward and Representation Review. The extension is to include time to allow the implementation of any outcomes of this review to be in place for the October 2011 Local Government Ordinary Elections.
2. That the current Ward and Representation Review process continue to its logical conclusion and that all effort is to be made to have an outcome of equal representation that is acceptable to both the community and the Council of the Shire of Lake Grace in place for the October 2011 Local Government Ordinary Elections.
3. That should all effort to reach an agreement with regards to equal representation of electors under the current Ward and Representation Review be un-attainable by the October 2011 election that the current Ward and Representation Review process continue regardless. This process is to continue until an outcome of equal representation that is acceptable to both the community and the Council of the Shire of Lake Grace is achieved. At such time the recommendation shall be forwarded to the Local Government Advisory Board at the earliest juncture for the Board's consideration and subsequent Ministerial approval and Royal assent. This process is to be completed no later than December 2011 in order for any changes to be in place for the Local Government Ordinary Elections in 2013.
4. The Council be involved as a working group with regards to the ward review process.

MOTION CARRIED 9/0

NOTATION

It is the intent of Council to pursue the process as follows:

1. Council to form a Virtual Working Group.
2. Working group to work with the CEO/Acting CEO to prepare five (5) options:
 - a. Two (2) Wards on a north south basis
 - b. Two (2) Wards on a east west basis
 - c. Town & Rural Wards

- d. *Current system but move Ward Boundaries*
- e. *No Wards*

Including a visual presentation for the 4 May 2011 Special Elector's Meeting to be held at Newdegate. These options and the visual presentation to be circulated via email and endorsed by Councillors via email and/or verbal communication.

3. *The preparation of a Discussion Paper for community consultation between the Virtual Working Group and the CEO/Acting CEO.*
4. *Email or verbal endorsement of the Discussion Paper.*
5. *Presentation of the five (5) option document to the 4 May 2011 Special Elector's Meeting to gauge general community feeling.*
6. *Opening of the public submission timeframe for the Discussion Paper for not less than a three (3) week period including a mail out of notification of the process.*
7. *Collation of the Discussion Paper and preparation of a recommendation to Council including discussion via the Virtual Working Group.*
8. *Shire President to include the finalised recommendation at either a Special or Ordinary Meeting of Council as he sees fit.*
9. *That Council vote on final recommendation and forward that recommendation to the Local Government Advisory Board at its earliest convenience.*

15.5 SPECIAL ELECTOR'S MEETING HELD 7 APRIL 2011 - OUTCOME

Applicant: Special Electors' Meeting
File No. 0042
Attachments: Minutes of Special Electors' Meeting 7 April 2011
Author: Mr Sean Fletcher
 Chief Executive Officer
Disclosure of Interest: Nil
Date of Report: 14 April 2011
Senior Officer: Mr Sean Fletcher
 Chief Executive Officer

Summary

The purpose of this report is to present for Council's consideration the resolutions from the Special Electors' Meeting held 7 April 2011.

Background

The Shire President received a request for a Special Electors' Meeting on 21 March 2011. Accordingly, he directed the author to convene the Special Electors' Meeting for 7 April 2011 at the Shire of Lake Grace Shire Hall.

Comment**SPECIAL ELECTORS' MEETING**

The Special Electors' meeting proceeded on 7 April 2011 with 136 persons in attendance. The Shire President opened the meeting and explained the process for the evening. The author was then invited to discuss further:

- Key legislation regarding Special Electors' meetings and Ward and Representation Reviews;
- The timeline regarding the Ward and Representation Review; and
- Stating the Officer's recommendation and Council's decision regarding the Review.

The President subsequently explained the process for questions and comments before opening the meeting up to the floor. As a result of numerous questions and comments, the following resolutions were passed:

Resolution No 1.

Moved Mr Royce Taylor
 Seconded Mr Doug Clarke

This Special Elector's Meeting requests that, the CEO's recommendation tabled at the Special Meeting of the 17th March 2011 that was to lay on the table, be taken off the table and voted on at the next Shire meeting to get a result.

Carried 101 to 18

Resolution No 2.

Moved Mr Doug Clarke
Seconded Mr Allan Holmes

This Special Elector's Meeting requests that, should the CEO's recommendation be lost, then we the electors call on the Local Government Advisory Board to step in to resolve the gerrymander so that the imbalance is addressed prior to the 2011 October elections.

Carried 93 to 19

Resolution No 3.

Original Motion

Moved Mr Darren Spencer
Seconded Mr Allan Holmes

That this Special Elector's Meeting requests the Minister for Local Government to intervene in the electoral process for the Shire of Lake Grace due to the lack of objectivity of a number of Elected Members to deal with this issue.

Amendment to the Motion

Moved Mr Doug Clarke
Seconded Mrs Danielle Robertson

That the words "Should the first two motions from this meeting fail", be added before the word "That".

Carried 46 to 22

Elector's Decision

Should the first two motions from this meeting fail, that this Special Elector's Meeting requests the Minister for Local Government to intervene in the electoral process for the Shire of Lake Grace due to the lack of objectivity of a number of Elected Members to deal with this issue.

Carried 70 to 24

Resolution No 4.

Moved Mrs Debby Clarke
Seconded Mr Greg Argent

That this Special Elector's Meeting requests that on behalf of the Shire we seek an exemption from the Minister for Local Government from the time frame, so that the Shire can complete the ward review and that it will be put in place prior to the elections of October 2011.

Carried 91 to 10

A copy of the minutes from the Special Electors' Meeting are attached.

MEETING WITH THE ADVISORY BOARD

The author was advised on 7 April 2011 by Mr Earnshaw that the Advisory Board had made the decision for representatives to meet with Council on 13 April 2011 to assist resolve what the Board considers the “impasse” that has developed regarding the Ward and Representation Review.

Mr Earnshaw and Mrs Joanne Trezona from the Advisory Board held an informal meeting with Council and the author in attendance on 13 April 2011. Issues discussed included the need to resolve the “petition” presented to Council at the March 2010 Ordinary Meeting of Council regarding the undertaking of a Ward and Representation Review as well as for Council to make a decision on this issue.

CONCLUSION

Under the Local Government Act, Council must consider the resolutions that have arisen from the 7 April 2011 Special Electors’ Meeting at today’s Council meeting.

Legal Implications

The Shire President under Section 5.28 (1) of the *Local Government Act 1995* (the Act) received a request from 87 electors from within the district for a special electors’ meeting. The request met the requirements of 100 electors or 5% (i.e. 51) of electors and specified that it wanted to deal with matters regarding the Special Meeting of Council held on 17 March 2011.

In keeping with Section 5.29 of the Act the author convened a special electors’ meeting by giving:

- (a) at least 14 days local public notice; and
- (b) notice to each council member.

The President under Section 5.28 (4) of the Act selected Thursday 7 April 2011 as the day to hold the special electors’ meeting to deal with the request by the electors and to commence @ 7:30PM in the Shire Hall, Lake Grace.

Under Section 5.33 (1) and (2) all decisions made at the Special Electors’ Meeting are to be considered at the first ordinary council meeting after the special electors’ meeting or a special meeting called for that purpose. Any reasons for a decision made by Council in relation to decisions arising from the Special Electors’ Meeting must be recorded in the minutes.

Policy Implications

Nil

Consultation

External: Mr Ross Earnshaw – Local Government Advisory Board
Mrs Joanne Trezona – Local Government Advisory Board
Mr Andrew Borrit – Department of Local Government
Mrs Debby Clark, Mrs Tania Spencer and Mr Darren Spencer regarding the submission of Form 1.

Internal: Shire President
Council
Senior Management Team

Financial Implications

Nil.

Strategic Implications

Shire of Lake Grace Strategic Plan

Provide a visionary and proactive approach to leadership at an operational and strategic level.

voting Requirements

Simple majority required.

Officer Recommendation

That Council consider the following resolutions from the Special Electors' meeting held on 7 April 2011:

1. This Special Elector's Meeting requests that, the CEO's recommendation tabled at the Special Meeting of the 17th March 2011 that was to lay on the table, be taken off the table and voted on at the next Shire meeting to get a result.
2. This Special Elector's Meeting requests that, should the CEO's recommendation be lost, then we the electors call on the Local Government Advisory Board to step in to resolve the gerrymander so that the imbalance is addressed prior to the 2011 October elections.
3. Should the first two motions from this meeting fail, that this Special Elector's Meeting requests the Minister for Local Government to intervene in the electoral process for the Shire of Lake Grace due to the lack of objectivity of a number of Elected Members to deal with this issue.
4. That this Special Elector's Meeting requests that on behalf of the Shire we seek an exemption from the Minister for Local Government from the time frame, so that the Shire can complete the ward review and that it will be put in place prior to the elections of October 2011.

Resolution

MOTION 11209

Moved Cr Newman
Seconded Cr Chamberlain

That Resolutions 1 to 4, from the 7 April 2011 Special Elector's Meeting have been considered and addressed by Council in Item 15.6 as per Resolution 11208.

MOTION CARRIED 9/0

REASON

Council considered the resolutions from the Special Elector's Meeting at Item 15.6.

15.6 NOTICE OF MOTION – WARD & REPRESENTATION REVIEW

Item moved forward as per Motion No 11197, refer page 625 for consideration of Item 15.6.

16.0 INFORMATION BULLETIN

16.1 INFORMATION BULLETIN REPORT – APRIL 2011

Applicant:	Executive Services
File No.	N/A
Attachments:	1. Grants Register as at 2011 2. ARRG Newsletter & Conference Invitation 3. WALGA – Proposed LG Act Amendments 4. Railway Retention Alliance Update - 15/04/11 5. WALGA Media Release – Speed Camera Funding 6. WALGA – Letter re LG Diploma Scholarships 7. WALGA – Notice of AGM
Author:	Mrs Jeanette Bennett Executive Assistant
Disclosure of Interest:	Nil
Date of Report:	19 April 2011
Senior Officer:	Mr Sean Fletcher Chief Executive Officer

Summary

The purpose of this report is to keep Elected Members informed on matters of interest and importance to Council.

Background

The Information Bulletin Report deals with monthly standing items and other information of a strategic nature relevant to Council.

A 'Monthly Circular' is also distributed alongside the Agenda and contains management reports, committee meeting and other minutes, circulars, newsletters and items of correspondence received by the Shire.

Comment

The information at attachment as per above, together with the following updates are provided for Council's information:

1. Grants Register

Provides a list of grants applied for (pending), approved and completed on behalf of the Shire.

2. ARRG Newsletter and Conference Invitation

Australian Rural Road Group Newsletter No 1 – April 2011 attached along with an invitation to attend the ARRG Conference being held in Horsham Victoria on Friday 6 May 2011.

3. WALGA – Proposed Local Government Act Amendments

Letter of acknowledgement of Shire of Lake Grace's response to the Minister's proposal and the subsequent resolutions passed by the WALGA State Council.

4. Wheatbelt Railway Retention Alliance Update - 15/04/11

Update received via email 19 April 2011 – refer to Council Circular for other information from the Wheatbelt Railway Retention Alliance.

5. WALGA Media Release – Increased Speed Camera Funding

Media Release from WALGA regarding road safety benefits from increased speed camera funding.

6. WALGA – Letter re LG Diploma Scholarships

Letter regarding the WALGA President's Local Government Diploma Scholarship (2012) which offers an opportunity for elected members to attain a nationally accredited qualification specifically for Councillors, Mayors and Presidents.

7. WALGA – Notice of AGM

Notice advising that the AGM for the WA Local Government Association will be held on Saturday 6 August 2011.

Legal Implications

Nil

Policy Implications

Nil

Consultation

Nil

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Plan

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 11210

Moved Cr Newman

Seconded Cr Milton

That Council receive the Information Bulletin Report.

MOTION CARRIED 9/0

17.0 URGENT BUSINESS BY DECISION OF THE MEETING

18.0 SCHEDULING OF MEETING

18.1 MAY 2011 ORDINARY MEETING

Motion 11124 November 2011 states:

An Ordinary Meeting of Council will be held on Wednesday 25 May 2011, commencing at 6:00pm at the Newdegate Community Resource Centre & Library, Collier St Newdegate WA.

19.0 CONFIDENTIAL BUSINESS – as per Local Government Act s5.23 (2)

MOTION 11211

Moved Cr Chamberlain
Seconded Cr Sinclair

That Council close the meeting to the public at this time, being 4.24 pm, to discuss the WALGA Roles and Functionality Review.

MOTION CARRIED 9/0

4.24 pm Mrs Barbara Fletcher, Mrs Phyllis Dunham, Mrs Michelle Lay, Mr Peter Lay, Mr Greg Argent, Mrs Lenore Gladish, Mrs Debby Clarke, Mr Leon Clarke, Mr Doug Clarke, Mr Arthur Slarke, Mr Darren Spencer, Mrs Linda Fletcher and Mrs Joan de Vree left the meeting.

19.1 ROLES AND FUNCTIONALITY REVIEW – CEO's REPORT

MOTION 11212

Moved Cr Newman
Seconded Cr Milton

That Council:

1. Receive the Roles and Functionality Report prepared by the Western Australian Local Government Association.
2. Supports the Chief Executive Officer putting through for 2011/12 Budget consideration:
 - a) A sufficient level of funding for a package to employ a full time Manager of Works (Infrastructure).

MOTION 11212 continued

b) A sufficient level of funding regarding the full time engagement of the Works Administration Officer so that the purchasing and stores function can occur.

c) A sufficient level of funding for a package to employ a full time Principal Environmental Health Officer/Building Surveyor or equivalent.

d) Handing over during 2011/12 the management of the Shire's community housing stocks to Great Southern Housing or similar organisation to ameliorate the need to employ a property manager.

MOTION CARRIED 9/0

MOTION 11213

Moved Cr Milton
Seconded Cr Chappell

That Council re-open the meeting to the public at this time, being 4.32 pm.

MOTION CARRIED 9/0

20.0 CLOSURE

There being no further business, the Chairperson closed the meeting at 4.33 pm.

21.0 CERTIFICATION

I Andrew James Walker certify that the minutes of the meeting held on the 27 April 2011 as shown were confirmed as a true record at the meeting held on the 26 May 2011.

Chairman

Date