



Ordinary Council Meeting

Minutes | 31st March 2022

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A decorative graphic in the bottom right corner of the page, consisting of several stylized, light blue leaves or petals of varying sizes, arranged in a fan-like pattern.

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SHIRE OF QUAIRADING

The Ordinary Council Minutes of Meeting held on 31st March 2022 commencing at 2.00 pm.

ITEM 1 OPENING & ANNOUNCEMENTS

The Shire President opened the Meeting at 2.00 pm.

“Before we start our Meeting, I would like to acknowledge that we are meeting on Noongar/Ballardong land. We pay respect to the original custodians of the land - past, present and future. We welcome you all here today for this meeting.”

ITEM 2 ATTENDANCE AND APOLOGIES

Councillors

Cr PD Smith	Shire President
Cr TJ Stacey	Deputy Shire President
Cr E Cheang	
Cr BR Cowcill	
Cr JC Hayes	
Cr JN Haythornthwaite	
Cr JR Hippisley	
Cr B McGuinness	

Council Officers

Ms NJ Gibbs	Chief Executive Officer
Mrs LM Horton	Executive Manager, Corporate Services
Mr DV Wallace	Executive Manager, Works & Services
Mr RM Bleakley	Executive Manager, Community, Projects & Strategy
Miss BJ Hadlow	Executive Officer

Observers/Visitor

Jillian Hayes
Sue Mills
Sarah Caporn
Leigh Ballard

Apologies

Nil

Leave of Absence Previously Granted

Nil

ITEM 3 PUBLIC QUESTION TIME

Nil

ITEM 4 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / PETITIONS

Sue Mills (local resident) presented a petition to Council for a skate park to be considered as part of the community park. Pertinent information is as follows:

- Sue Mills and Rebecca Wilson obtained over 200 signatures on a petition from community members supportive of a skate park in Quairading.
- Sue commended the Shire on the community park design and said it was a great opportunity for the community of Quairading.
- The Quairading high school has 32 students. Sue said that there was a need for them to have activities to do after school and on the weekend.
- Parents living in Quairading take their children to surrounding towns that have skate parks and spend money at the Cafes and shops on the weekend.
- Residents of Quairading who have family and friends with children stay with them often have no activities to offer older children.
- Residents are concerned about the safety of children skating up and down the streets.

After Sue Mills finished her presentation, Cr Peter Smith acknowledged the request and asked that the Shire hold any discussion on the matter until Urgent Councillor Business.

Sue Mills left the meeting at 2.07pm.

Leigh Ballard (CRISP Wireless CEO) gave a presentation on the CRISP Wireless network.

Leigh Ballard left the meeting at 2.28pm.

Sarah Caporn (Quairading Special Projects Officer) gave a presentation to update Council on the progress of the community park.

ITEM 5 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 Application for Leave of Absence – Cr Brett McGuinness

An application for leave of absence has been received from Cr Brett McGuinness for the Ordinary Meeting of Council scheduled 26th of May 2022. In accordance with Section 2.25 of the *Local Government Act 1995* Council may by resolution grant leave of absence to an elected member.

RECOMMENDATION

That Cr Brett McGuinness be granted leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* from the Ordinary Meeting of Council scheduled for the 26th of May 2022.

RESOLUTION: 128-21/22

MOVED Cr Hippisley SECONDED Cr Haythornthwaite

That Cr Brett McGuinness be granted leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* from the Ordinary Meeting of Council scheduled for the 26th of May 2022.

CARRIED 8/0

ITEM 6 DECLARATIONS OF INTEREST

Nil at this time.

ITEM 7 CONFIRMATION OF MINUTES AND BUSINESS ARISING

7.1 Confirmation of Minutes: Ordinary Council Meeting – 24th February 2022

RESOLUTION: 129-21/22

MOVED Cr Haythornthwaite SECONDED Cr Hayes

That the minutes of the Ordinary Meeting of Council held on the 24th February 2022 be confirmed as true and accurate.

CARRIED 8/0

7.2 Business Arising

Cr Hayes queried the wording on page 23 regarding the Councillor sitting fees which states Councillors only receive remuneration for one meeting if they attend multiple meetings in one sitting.

Please refer to motion 72-19/20, whereby Cr Davies had previously proposed that when Council Meetings and Committee Meetings are held on the same day that the one Meeting Fee (the higher level Meeting Fee) will apply.

RESOLUTION: 72-19/20

MOVED Cr McGuinness SECONDED Cr Hippisley

That Council support only one (1) Meeting Sitting Fee (the higher of the Sitting Fees) being paid when Council Meeting and or Committee Meetings are held consecutively on the same day.

CARRIED 8/0

Cr Peter Smith explained that the reason the motion was endorsed by Council was because Councillors had attended an Audit & Risk meeting and a Special Council Meeting in one sitting. Councillors wanted to only receive payment for the Audit & Risk meeting as they did not consider that a Special Council Meeting or Special Committee Meeting justifies a full payment. The motion was to be carried forward into the future and could only be changed by being rescinded.

Ms Nicole Gibbs advised that preliminary advice states that Council can't move a motion to not pay themselves. The reason behind this is that if someone is new to Council, they are entitled to the payment of two meetings, and they were not involved in the motion to deny themselves those payments.

Further investigation will be carried out and presented at the May 2022 Ordinary Council Meeting.

ITEM 8 RECEIVAL OF COMMITTEE MEETING MINUTES (NO RECOMMENDATIONS)

8.1 Reconciliation Action Plan Advisory Committee – 9th March 2022

RESOLUTION: 130-21/22

MOVED Cr Stacey SECONDED Cr Hippisley

That the Minutes of the Reconciliation Action Plan Advisory Committee Meeting held on the 9th March 2022 be received.

CARRIED 8/0

8.2 Local Emergency Management Committee (LEMC) Minutes – 10th March 2022

RESOLUTION: 131-21/22

MOVED Cr Haythornthwaite SECONDED Cr Hayes

That the Minutes of the Local Emergency Management Committee Meeting held on the 10th March 2022 be received.

CARRIED 8/0

Cr Jo Haythornthwaite mentioned the incorrect spelling of “Corpuls Defibrillator.” The spelling will be corrected in the LEMC Minutes.

ITEM 9 RECOMMENDATIONS FROM COMMITTEE MEETINGS FOR COUNCIL CONSIDERATION

9.1 Audit and Risk Committee Meeting Minutes – 15th March 2022

Meeting Date 31st March 2022

Responsible Officer CEO Nicole Gibbs

Reporting Officer CEO Nicole Gibbs

Attachments Audit & Risk Committee Meeting Minutes

Owner/Applicant Shire of Quairading

Disclosure of Interest Nil.

OFFICER RECOMMENDATION

RESOLUTION: 132-21/22

MOVED Cr Hippisley SECONDED Cr Hayes

That Council receive the minutes of the Audit & Risk Committee for its meeting of 15th March 2022.

CARRIED 8/0

That Council consider each of the Committee's following recommendations individually: -

1) Audit Register – Progress Report

RESOLUTION: 133-21/22

MOVED Cr Haythornthwaite SECONDED Cr Hippisley

RECOMMENDATION: AR16 – 21/22

That the Audit & Risk Committee recommends to Council that Council: -

Notes the progress recorded against each item within the Audit Register in the confidential attachment (i).

CARRIED 8/0

2) Grant Funding Status Report

RESOLUTION: 134-21/22

MOVED Cr Hippisley SECONDED Cr Stacey

RECOMMENDATION: AR17 – 21/22

That the Audit & Risk Committee recommends to Council that: -

Council notes the Grants Status Reports dated March 2022.

CARRIED 8/0

3) Purchasing Policy - Two Year Review

RESOLUTION: 135-21/22

MOVED Cr Hippisley SECONDED Cr Haythornthwaite

RECOMMENDATION: AR18 – 21/22

That the Audit & Risk Committee recommends to Council that Council: -

Adopt the reviewed and amended Purchasing Policy, subject to the inclusion of a provision committing the Shire to meet Australian Standards when this:

- Is a legal requirement; and
- When this is not a legal requirement and is not cost-prohibitive.

CARRIED 8/0

4) Review of the Shire of Quairading Delegations

RESOLUTION: 136-21/22

MOVED Cr Haythornthwaite SECONDED Cr Stacey

RECOMMENDATION: AR19 – 21/22

That the Audit & Risk Committee recommends to Council that Council: -

Endorse the review of its delegations in accordance with sections 5.18 and 5.46 of the *Local Government Act 1995* BY ABSOLUTE MAJORITY and in accordance with:

- *Local Government Act 1995* (sections 5.16, 5.42)
- *Building Act 2011* (section 127)
- *Bush Fires Act 1954* (section 48)
- *Cat Act 2011* (section 44)
- *Dog Act 1976* (section 10AA)
- *Food Act 2008* [section 118(2)(b)]
- *Graffiti Vandalism Act 2016* (section 16, 17)
- *Planning and Development Act 2005* [sections 214(2), 214(3), 214(5)]
- *Planning & Development (Local Planning Schemes) Regulations 2015* (clause 82)
- *Public Health Act 2016* (section 21)

Delegates the local government functions listed in the Shire's Council Delegation Register included as Attachment (i).

CARRIED 8/0

5) Report on Excess Annual Leave and Long Service Leave

RESOLUTION: 137-21/22

MOVED Cr Hippisley SECONDED Cr Hayes

RECOMMENDATION: AR20 – 21/22

That the Audit and Risk Committee Recommend to Council that: -

Council receive the report on the Shire's Leave Liabilities.

CARRIED 8/0

6) COVID19 Strategy

RESOLUTION: 138-21/22

MOVED Cr Stacey SECONDED Cr Hippisley

RECOMMENDATION: AR21 – 21/22

That the Audit & Risk Committee recommends to Council that Council adopts COVID-19 Policy (B) including end date of Policy in line with State and Federal Government directions.

CARRIED 6/2

Cr Haythornthwaite raised concern that there may be a reputational risk to the Shire of adopting the motion if the community perceived a different standard of compliance between staff/contractors and elected members (for instance, because the policy states that elected members can work from home but that but staff/contractors cannot).

Cr Hayes asked to speak against the motion, as follows:

"Mr President – I wish to speak against the motion.

I'm concerned about the division and angst this particular motion has the potential to cause amongst our whole Shire team as well as our small community, by placing elected members separately to all other Shire of Quairading employees, contractors and volunteers.

I believe current State mandates are sufficient for us to follow. If we were to proceed with this proposed mandate we should be concerned about potential ramifications for the Shire if anyone affected decides to make a claim in regard to job loss or debilitating vaccination reactions.

Considering our current staff Covid positive status, State government easing of restrictions and high vaccination rate it is not necessary to add another mandate layer.

We live in a very small community and it would be disappointing to see our Council and Shire's good standing damaged if we proceeded with this unnecessary mandate."

Cr McGuinness said that in the new *WHS Act 2020* elected members and staff have a duty of care to each other. This duty of care not only effects individuals but all people working or visiting the Shire. There are State Directions that must be followed while Western Australia is in a state of emergency. Cr McGuinness acknowledged that having virtual meetings does allow elected members to fulfil their role.

7) Annual Report for Year Ended 30th June 2021

RESOLUTION: 139-21/22

MOVED Cr Haythornthwaite SECONDED Cr Hayes

RECOMMENDATION: AR22 – 21/22

That the Audit and Risk Committee recommends to Council that Council: -

1. Adopts the Annual Report for the Year Ended 30th June 2021.
2. Confirms the Annual Electors Meeting be convened for Tuesday 19th April 2022 in the Lesser Hall commencing at 7.00pm.

CARRIED 8/0

Cr Haythornthwaite noted for information that Tuesday 19th of April is the Tuesday after Easter and the second week of the school holidays.

IN BRIEF

- The Audit & Risk Committee meeting was held on the 15th March 2022.
- There are seven Recommendations for Council's Consideration.

MATTER FOR CONSIDERATION

For Council to be informed of discussions and recommendations of the Audit & Risk Committee and to determine its position in regard to the Recommendations.

BACKGROUND

The Audit & Risk Committee met on 15th March 2022 from which there are seven recommendations for Council consideration, namely:

- RESOLUTION: AR16-21/22
- RESOLUTION: AR17-21/22
- RESOLUTION: AR18-21/22
- RESOLUTION: AR19-21/22
- RESOLUTION: AR20-21/22
- RESOLUTION: AR21-21/22
- RESOLUTION: AR22-21/22

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government Regulations 1996.

State Records Act 2000

Building Act 2011

Bush Fires Act 1954

Cat Act 2011

Dog Act 1976

Food Act 2008

Graffiti Vandalism Act 2016

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

POLICY IMPLICATIONS

AR16-21/22– Nil

AR17-21/22 – Nil

AR18-21/22 – Purchasing Policy

AR19-21/22 – The Purchasing Policy has been amended to reflect the changes in the Delegation Register

AR20-21/22 – Current Policy: Leave Management Policy (ORG.2)

AR21-21/22 - ORG.8 – Leave Arrangements during a Pandemic Policy

AR22-21/22 – Nil

FINANCIAL IMPLICATIONS

AR16-21/22

Council has a Budget Allocation of \$30,000 in the 2021/2022 Budget for the conduct of the External Audit function by the Office of the Auditor General (OAG), for the audit of the 2020/2021 Annual Financial Statements. It is anticipated that a budget of a similar amount is to be adopted each year but will be the subject of an Annual Estimate of Audit Fees provided by the OAG. Officers' efforts to undertake the improvements and report on progress has not been estimated or reported.

AR17-21/22

All grants in this report have been included in Council's Adopted Budget for the 2021/2022 financial year or will be included in the proposed budget for the 2022/2023 financial year.

For full details please refer to the Audit and Risk Committee Minutes, 15th March 2022.

AR18-21/22

All expenditure must be made in accordance with the 2021/2022 Annual Budget.

AR19-21/22

Nil

AR20-21/22

The Employee Entitlements (Annual and Long Service Leave) Reserve Fund Cash Balance as at 28th February 2022 is \$166,484.50.

The Annual Budget treats Current Leave as Accruals.

The Annual and Long Service Leave Reserve funds any prior year leave entitlements taken by staff or paid out.

The current liability for both types of leave (if all Claimed on 27th February 2022) is calculated at \$191,373.

AR21-21/22

There may be an increase to the budgeted salaries amount should replacement cover be required for a staff member who takes extended sick leave due to a positive COVID-19 case. It is likely that short term leave will not have a financial impact, however when coverage is required there will be additional costs. If that replacement is required to be outsourced, i.e., labour hire, the cost is likely more significant.

AR22-21/22

Nil

STRATEGIC IMPLICATIONS

5. GOVERNANCE AND LEADERSHIP
5.1 Shire communication is consistent, engaging and responsive
5.2 Forward planning and implementation of plans to determine Strategic Plan and service levels
5.3 Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community
5.4 Implement systems and processes that meet legislative and audit obligations

COMMUNITY CONSULTATION

No community consultation on the preparation of this report.

RISK ASSESSMENT

Risk Management Policy and Risk Management Governance Framework Applicable

Financial – Risk Matrix Rating assessed in the individual Items in the Minutes.

Health – Risk Matrix Rating assessed in the individual Items in the Minutes.

Reputation – Risk Matrix Rating assessed in the individual Items in the Minutes.

Operation – Risk Matrix Rating assessed in the individual Items in the Minutes.

Natural Environment – Risk Matrix Rating assessed in the individual Items in the Minutes.

ITEM 10 MATTERS FOR CONSIDERATION – BUILDING AND TOWN PLANNING

No matters for consideration.

ITEM 11 MATTERS FOR CONSIDERATION – FINANCE & AUDIT

11.1 Accounts for Payment – February 2022

Meeting Date	31 st March 2022
Responsible Officer	CEO Nicole Gibbs
Reporting Officer	EMCS Leah Horton
Attachments	(i) List of Accounts - February 2022 (ii) Transport Takings – February 2022
Owner/Applicant	N/A
Disclosure of Interest	Nil

OFFICER RECOMMENDATION

RESOLUTION: 140-21/22

MOVED Cr McGuinness SECONDED Cr Stacey

That Council note the following:

1. That Schedule of Accounts for February 2022 covering Municipal Vouchers 23881 to 23885, EFT 10528 to EFT 10633, and BPAY DD14662.1, totalling \$293,764.06 be received (Attachment i); and
2. That Police Licensing payments for the month of February 2022 totalling \$30,485.25 be received (Attachment ii); and
3. That there were no fund transfers to the Corporate Credit Card for February 2022; and
4. That Net Payroll payments for the month of February 2022 totalled \$125,517.96; and
5. That the Lease payment for the month of February 2022 on the CESM Vehicle totalled \$2,423.73 and the Chattel mortgage payment for the month of February 2022 on the Skeleton Weed Vehicle totalled \$1,043.80.

CARRIED 8/0

IN BRIEF

Payments are per attached schedules 11.1 (i), and (ii)

MATTER FOR CONSIDERATION

Note the Accounts paid during February 2022.

BACKGROUND

Accounts paid are required to be submitted each month.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996 (Reg 13 (1)) requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Payment from Council's Municipal Fund. Expenditure as per delegated authority and included in the adopted 2021/2022 Budget.

Payments made for the 2021/22 Year in the Payments List have been included in Council's Budget in accordance with section 6.8 of the Local Government Act 1995.

STRATEGIC IMPLICATIONS – Strategic Community Plan 2021 - 2031

5. GOVERNANCE AND LEADERSHIP
5.3 Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community
5.4 Implement systems and processes that meet legislative and audit obligations

COMMUNITY CONSULTATION

Nil

RISK ASSESSMENT – Risk Management Policy and Risk Management Governance Framework Applicable.

Financial - Risk Matrix Rating considered Low – Given Purchasing / Procedures followed, together with Management Separation of acceptance of duties and Processes in place.

Health – Risk Matrix Rating considered Low.

Reputation – Risk Matrix Rating considered Low – Creditors reviewed weekly and paid in accordance to agreed terms.

Operation – Risk Matrix Rating considered Low.

Natural Environment – Risk Matrix Rating considered Low.

11.2 Financial Information – Statements of Income and Expenditure for the Period Ending – 28th February 2022

Meeting Date	31 st March 2022
Responsible Officer	CEO Nicole Gibbs
Reporting Officer	EMCS Leah Horton
Attachments	(i) Financial Statements for February 2022
Owner/Applicant	Shire of Quairading
Disclosure of Interest	Nil

OFFICER RECOMMENDATION

RESOLUTION: 141-21/22

MOVED Cr Haythornthwaite SECONDED Cr Stacey

That Council receive the Monthly Financial Statements for the period ending 28th February 2022.

CARRIED 8/0

IN BRIEF

- Monthly Financial Statements for the period ending 28th February 2022 attached.
- Monthly Financial Statements have been updated based on the Bob Waddell and Associates Monthly Statements Model (Abridged Version).
- Budget amendments endorsed at the November 2021 Ordinary Council meeting have been completed in SynergySoft and carried across into the Financial Reports. A change in recognition to the amendments related to Expected Profit/Loss on Sale of Assets has changed the Amended Budgeted Surplus for 2021/22 from \$74,571 to \$144,571.
- Future Monthly Financial Statements will be produced using the Bob Waddell template expanding from the Abridged Version to the Comprehensive Model.
- Mr Waddell will also provide accounting support and mentoring to the EMCS during the year to ensure that the new Reporting Template and Accounting Processes are utilised to optimise their capability and are prepared in a timely manner.

MATTER FOR CONSIDERATION

To receive the monthly Financial Report and Statements.

BACKGROUND

Council resolved in October 2000 (Minute Number 071-00/01) to receive Financial Statements in the required statutory format. The current template utilises the Bob Waddell and Associates Monthly Statements Model (Abridged Version).

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

Regulation 34 requires Local Governments to report on a monthly basis, although it is much more prescriptive as to what is required and its intention is to establish a minimum standard across the industry.

The Regulation requires the local government to prepare each month a statement of financial activity and the statement is intended to report on the sources and application of funds and highlighting variances to budget for the month in question.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Council provided an initial Budget provision of \$25,000 for Accounting Support expenses in the 2021/2022 Year. A further \$65,830 was added to this provision at the November 2021 Budget Review (Resolution 74-21/22). Of this \$65,830; \$18,490 related to Consultancy costs for increased scope with the Annual Financial Report, Fair Value Valuations, Monthly Reporting Template and ongoing support. The remaining \$47,340 related to costs associated to transition to the Local Government Industry Standard Chart of Accounts (COA). The Amended Budget for Accounting Support now totals \$90,830.

Additional Costs will be incurred in early 2022 to complete the work by Bob Waddell and Associates to create an automated and self-balancing Financial Reporting Model for Council's use.

STRATEGIC IMPLICATIONS – Strategic Community Plan 2021 - 2031

5. GOVERNANCE AND LEADERSHIP

5.3 Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

5.4 Implement systems and processes that meet legislative and audit obligations

COMMUNITY CONSULTATION

Nil

RISK ASSESSMENT – Risk Management Policy and Risk Management Governance Framework Applicable.

Financial - Risk Matrix Rating considered Low – Council has provided Budget Provision for Additional Accounting Services to assist the Council Staff. Overall Financial Risk is mitigated with Monthly Financial Reports being prepared and presented to Council for Review and Monitoring of Council's Financial Position throughout the Year.

Health – Risk Matrix Rating considered Low.

Reputation – Risk Matrix Rating considered Low. Additional experienced Accounting Support and Templates obtained to ensure that full Compliance to the Act, Regulations and Accounting Standards is achieved and maintained.

Operation – Risk Matrix Rating considered Low. Additional External Accounting Contractor Services procured to support the new and existing Council Staff.

Natural Environment – Risk Matrix Rating considered Low.

COMMENT

The Monthly Financial Statements have been updated using the Bob Waddell Monthly Statements Model developed for smaller rural and regional Councils (Abridged Version).

The Model Template has been updated to include profit and loss statements for the Caravan Park.

The Statements will continue to be updated and customised to include relevant information for Council and Staff and to work with improvement Management Accounting practices.

It is expected that with each months' Financial Report, improvements will be made to extend the Abridged Version of reporting into the Bob Waddell and Associates Comprehensive Model.

Amendments to the 2021/2022 Annual Budget were endorsed by Council at the November 2021 Ordinary Council Meeting in Resolution 74-21/22. The Opening Surplus of \$30,002 was predicted to increase by \$44,569 to total the Amended Budgeted Surplus at the end of 2021/2022 of \$74,571.

This amendment included a \$70,000 decrease in available cash related to five (5) Expected Profit/Loss on Sale of Asset Accounts. This was identified due to an error in the 2021/2022 Statutory Budget where the \$70,000 was included in the overall total but not in the Schedules.

This amendment was endorsed, however when correcting in Synergy it was discovered that due to a technical glitch the \$70,000 was already included in the forecasted surplus figure of \$30,002. Therefore, in the November 2021 Budget Review this adjustment should have been treated as a Non-Cash adjustment as it did not alter the surplus.

The Amended Budgeted Surplus is now \$70,000 above the predicted \$74,571, being \$144,571.

Cr Hippisley queried how the caretaker caravan park cabin was managed as an asset, given it was provided free of charge. Ms Horton advised that while there was not a way to recoup all costs on maintenance and management of the building, the salaries were reduced to offset these costs. Depreciation costs are included in the report for the caravan park and cabin.

12.1 Application to Use Airstrip Hangar – Mr John Harris

In 2017, Mr John Harris formally requested the use of the large aircraft hangar (referred to colloquially as the ‘Old Hangar’) at the Quairading Airstrip for the purpose of restoring a light aircraft.

Council moved the following Motion on the 24th of February 2022 at the February Ordinary Council Meeting:

RESOLUTION: 118-21/22

MOVED Cr McGuinness SECONDED Cr Hayes

1. That Council support the Request from Mr John Harris to have access to and use the Aircraft Hangar at the Quairading Airstrip.
2. The Chief Executive Officer be authorised to finalise an Access Licence / Lease with Mr John Harris based on the Proposal submitted by Mr Harris.

CARRIED 8/0

The lease with Mr Harris has been signed and he has been provided access to the ‘Old Hangar.’

THIS CLOSES THIS AGENDA ITEM.

12.2 Pet Sterilisation Program

Meeting Date 31st March 2022

Responsible Officer CEO – Nicole Gibbs

Reporting Officer CEO – Nicole Gibbs

Attachments Attachment (i) - Pet Sterilisation Program

Owner/Applicant Shire of Quairading

Disclosure of Interest

OFFICER RECOMMENDATION

RESOLUTION: 142-21/22

MOVED Cr McGuinness SECONDED Cr Hayes

That Council move to support the RSPCA Pet Sterilisation Program.

CARRIED 8/0

IN BRIEF

- The RSPCA is asking local governments to participate in the ‘RSPCA Pet Sterilisation Program,’ developed to reduce the number of unsterilised cats and dogs in Western Australia and the resulting number of cats and dogs euthanized.
- It is currently a legal requirement to sterilise, register and microchip a cat under the Cat Act 2011 and to register and microchip a dog under the Dog Act 1976 and Dog Regulations 2013 (Section 17). Once the Stop Puppy Farming Bill 2021 Bill passes Parliament, it will also be a legal requirement to sterilise all dogs over two years of age without a formal exception.
- The RSPCA is asking the Shire of Quairading to offer free lifetime cat and/or dog registration to eligible pet owners who participate in the ‘RSPCA Pet Sterilisation Program.’

MATTER FOR CONSIDERATION

The RSPCA is seeking the Shire of Quairading’s support in the delivery of the State-sponsored Pet Sterilisation Program for cats and dogs. The RSPCA is asking the Shire to provide free pet registration (for the specific pet’s life) to economically disadvantaged people who participate in the Program.

BACKGROUND

Council is aware of the burden placed on local governments due to deficient pet management by some owners. Failure to sterilise, microchip and register dogs and cats leads to poor welfare outcomes for the animals as well as increased workload and costs for councils when animals stray and otherwise cause a nuisance (i.e. roaming and fighting with other dogs, spraying/marketing their territory).

RSPCA’s work under the *Animal Welfare Act 2002* indicates that pet owners who lack funds are most likely to fail to comply with these needs for their animals.

In light of these issues, and to support those with financial difficulties, RSPCA WA is launching a pilot Pet Sterilisation Program which offers reduced sterilisation costs, free microchipping and (where supported by the Local Government) lifetime pet registration for pet owners who hold a WA Seniors Card, Pensioner Concession Card or Health Care Card. With support from the Department of Primary Industries and Regional Development, the program is part-funded by the State Government and administered by RSPCA WA. Sterilisation and microchipping is carried out by veterinary practices with whom RSPCA WA is partnering to deliver these services to the community.

This innovative pilot program will:

- Help community members meet requirements to register and sterilise their pets.
- Support local veterinary businesses.
- Enable those experiencing financial hardship to better care for their pets.
- Assist cat owners to comply with the Cat Act 2011, which mandates that all cats over six months of age be sterilised, microchipped and registered with their local government.
- Assist dog owners to comply with sterilisation requirements introduced under the Dog Amendment (Stop Puppy Farming Bill 2021), at a reduced cost when the Bill becomes law.
- Reduce local government workload by reducing the number of unwanted litters and, consequently, the number of strays and incoming animals in local pounds

The RSPCA has written to the Shire of Quairading (amongst other local governments) to offer the Shire a place in this innovative pilot that will provide for both social and economic benefits. The RSPCA is asking the Shire of Quairading offer free lifetime registration to those pet owners who participate in the Pet Sterilisation Program.

It is anticipated that most of the program participants will be those who would ordinarily *not* consider getting their pets sterilised and registered, or those who are unaware of the need to do both. Therefore, increasing the number of pets which are sterilised and microchipped in the Shire of Quairading will both benefit local residents and reduce the workload on Ranger Services.

Section 15(4A) of the Dog Act provides that ‘a local government **may discount or waive a registration fee**, including a registration fee prescribed under subsection (3), for any individual dog or any class of dogs within its district’ (emphasis added). Section 15(4E) was inserted into the Dog Act on 1 November 2013 by s 13 of the *Dog Amendment Act 2013*.

There is no indication in the Dog Act or the Dog Regulations of how a decision to discount or waive a fee is to be made. That is a matter for the local government concerned.

STATUTORY ENVIRONMENT

Animal Welfare Act 2002

Dog Act 1976 (Section 15(4A))

Dog Regulations 2013 (Section 17)

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The cost of a pet registration for life is \$100. The pensioner discount is \$50. The economic loss to the Shire is estimated to be a maximum of \$1,500 per annum, which will be offset significantly by reduced Ranger Services call-outs, which cost \$255 per call out (e.g. to collect an animal to transfer it to the pound).

STRATEGIC IMPLICATIONS – Strategic Community Plan 2021 - 2031

5. GOVERNANCE AND LEADERSHIP
5.3 Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community
5.4 Implement systems and processes that meet legislative and audit obligations

COMMUNITY CONSULTATION

No consultation was required or undertaken in relation to this report.

RISK ASSESSMENT

Risk Management Policy & Risk Management Governance Framework Applicable

Financial: Risk Matrix Rating is 'Low.'

Please refer to Financial Implications section for detail.

Health: Risk Matrix Rating is 'Low.'

If there is any impact on the health of the individual and/or community it will be a positive impact with healthier dogs and cats owned by people who can now afford to care for the animals.

Reputation: Risk Matrix Rating is 'Low.'

It is dubious that many (if any) community members would not support an animal welfare program that provide economic benefit to the Shire.

Operation: Risk Matrix Rating is 'Low.'

Implementation of the program will be an additional but minimal administration burden.

Natural Environment: Natural Environment Risk is not applicable.

12.3 Old School Site – Reduced Scope

Meeting Date	31 st March 2022
Responsible Officer	CEO Nicole Gibbs
Reporting Officer	SPO Sarah Caporn
Attachments	(i) Concept Design
Owner/Applicant	Shire of Quairading
Disclosure of Interest	

OFFICER RECOMMENDATION

RESOLUTION: 143-21/22

MOVED Cr Hayes SECONDED Cr Hippisley

That Council:-

1. Support the reduced scope of the new Concept Design for the Old School Heritage Site; and
2. That the funding from the 'Quairading Dollars' project be reallocated for the Old School Heritage site to enable the work to proceed in the current Financial Year 2021/2022.

CARRIED 8/0

IN BRIEF

- The Old School Building - former Quairading State School (now Site) is listed on the State Permanent Heritage Register. In 2016 the school burnt down. In recognition of the importance of the school, Council agreed to establish a memorial on the Site. This project has been underway for six years.
- Council initially engaged the Regional Heritage Consultant Mr Stephen Carrick to consult with the Old School Working Group to develop the Project Concept/Design for the memorial.
- The Indicative Project Cost Estimate prepared by the consultant to deliver on the concept was in the order of \$180,000.
- The Strategic Planning Committee at its meeting held on the 6th February 2018 identified that the Old School Working Group should be reconvened to review the latest Project Concept and Cost Estimate with the objective of reducing the Scope of the Project prior to Council considering the further engagement of Heritage Consultant Mr Stephen Carrick.
- The Working Group met in January 2021 to discuss reducing the scope from a potential budget of \$180,000 to \$90,000. Additional funding was allocated to re-develop an alternate Project Concept/Design.
- To date, \$19,200 has been spent on development (i.e. Concept Drawings/Design Drawings) but the project has not yet progressed through to implementation. There is a 2021/2022 Budget Allocation of \$4,500 for additional design and planning for this project.
- The current project proposal resulting from the development work relies on an unfunded contribution from the Shire of at least \$90,000 (or an alternate funding source which has not yet been identified).
- In January 2022 the project was re-worked with a nominated budget of \$15,000 total cost of delivery. The Concept Design has been re-developed internally at nil cost to Shire and is attached for Council's perusal and adoption. The \$15,000 can be met through the existing \$4,500 and a

reallocation of \$10,000 from the 'Quairading Dollars' project. The 'Quairading Dollars' project has not yet been developed.

MATTER FOR CONSIDERATION

Consideration of a re-developed concept for a memorial on the school site, developed by a talented Shire employee at nil cost to the Shire. To date, there has been a strong preference by most people for this most recent design, despite it being significantly cheaper than the previous concepts.

BACKGROUND

The Old School Building - former Quairading State School (now Site) is listed on the State Permanent Heritage Register. The Heritage Act requires the Site's Heritage Significance to be adequately recorded and displayed.

The site is diagonally opposite the current Quairading District High School (QDHS) on the corner of McLennan and Charlton Streets. It was used as the Manual Arts building when the "new" (current) school was built across the road in the 1950s. Unfortunately the building was destroyed by fire on the 24th February 2016.

Council received a Property Risk Settlement of \$560,000 from Council's Insurer, Local Government Insurance Service. In addition, a further \$15,439 was paid to Council as Reimbursement for the Site/debris clean-up costs incurred by Council.

Council transferred the proceeds of the Insurance Settlement to the Building Reserve Fund.

The Shire had been working with a Perth-based Landscape Architect Stephen Carrick on some initial designs but the project has never quite made it past an initial concept presented in 2018. The Working Group met in January 2021 to discuss reducing the scope from a potential budget of \$180,000 to \$90,000.

The community would like the project to focus on the history of the building, education in the Quairading area and a local Noongar man named John Kickett. Mr Kickett wrote many letters in 1918 to the State Government of the day requesting that his children attend the local school. Mr Kickett had to petition local white families for their support for this to occur.

The current proposal is to install a commemorative plaque on a big granite rock plus some additional interpretive signage possibly around a grove of our rare native Matchstick Banksias.

The new scope for the Old School Site was endorsed by the RAP Committee on the 9th March 2022.

RECOMMENDATION

MOVED Mrs Muriel Collard SECONDED Mrs Margaret Collard

That the RAP Advisory Committee endorse the Concept for the Old School Memorial Site as presented at the RAP Meeting.

CARRIED

STATUTORY ENVIRONMENT

Heritage of Western Australia Act 1990

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The current Concept Plan could be achieved with a Total Project Cost of approximately \$15,000. There is already an allocation of \$4500 within the 2021/2022 Annual Budget for planning expenses. GL2628.

The Concept Design has been re-developed internally at nil cost to Shire and is attached for Council's perusal and adoption. The \$15,000 can be met through the existing \$4,500 and a reallocation of \$10,000 from the 'Quairading Dollars' project. The 'Quairading Dollars' project has not yet been developed.

STRATEGIC IMPLICATIONS – Strategic Community Plan 2021 – 2031

1. COMMUNITY

1.2 Provide social and cultural activities for all members of the community

5. GOVERNANCE AND LEADERSHIP

5.3 Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

COMMUNITY CONSULTATION

There has been extensive community consultation for this project including the establishment of a Working Group including representatives from our Noongar community and Quairading District High School. The Shire's Project Officer will be working towards identifying and consulting with Mr Kickett's descendants to ensure any copy for the signage is accurate and reflects the historical value of his endeavours. We also have significant knowledge about the site from the Heritage Council's Assessment Document – Quairading State School (fmr), June 2010.

RISK ASSESSMENT – Risk Management Policy and Risk Management Governance Framework Applicable.

Financial - Risk Matrix Rating is assessed as Low. Budget Amendment will be required to fund the Project in the 2021/2022 Financial Year. Funds are available in Council's Building Reserve Fund which was the beneficiary of the Insurance Settlement Payment to Council.

Health – Risk Matrix Rating is assessed as Low

Reputation – Risk Matrix Rating is assessed as Medium. Risk Rating elevated due to the protracted timeframe for the initial planning and design of the Heritage Site Interpretation. Risk will be mitigated to Low Rating, if Council now progresses with an appropriate scale of Heritage work.

Operation – Risk Matrix Rating is assessed as Low

Natural Environment – Risk Matrix Rating is assessed as Low. Sustainable, asset which meet the needs of the community.

COMMENT

This project has been on the Shire's collective desk for quite some time passing through several Project Officers. The Recommended Concept achieves the desired objectives of acknowledging the site and its history while also telling Mr Kickett's story for future generations. Adding a grove of *Banksia Cuneata* allows people in our community and travellers to see and experience the rare species that the Shire highlights in our own logo. The concept will also keep ongoing maintenance costs low as we will not have extensive construction or landscaping costs not be re-establishing a water connection for irrigation.

12.4 The Groves: Access & Infrastructure

Meeting Date 31st March 2022

Responsible Officer CEO Nicole Gibbs

Reporting Officer CEO Nicole Gibbs

Attachment Attachment (i) - Concept Plan

Owner/Applicant Shire of Quairading

Disclosure of Interest N/A

OFFICER RECOMMENDATION

RESOLUTION: 144-21/22

MOVED Cr McGuinness SECONDED Cr Hippisley

That Council move the amended motion:

That Council note the project progress and await costings on the two options and advice from the RAP Committee on the second option.

CARRIED 8/0

IN BRIEF

Council has made a significant commitment to the Quairading Noongar community to establish legal access to the Groves, a small section of land located within the Quairading Community Nature Reserve. Council made this commitment in an attempt to support the culturally diverse needs of the Aboriginal people. The Groves was previously the site of an Aboriginal town camp (1950s - 1970s). As such, the land continues to have cultural significance to the local Noongar people.

The Noongar population want to use 'The Groves' as an area where people may gather to celebrate the cultural significance of the area.

The area is zoned for short-term camping. Establishing lawful access to a camping site (and by default assuming lawful responsibility and liability for the consequences of that access) necessitates the need for the Shire to provide toilets and drinking water.

Unfortunately, at the time Council made the commitment to the Noongar community to provide access, there was no business case, no cost-benefit analysis nor projected costs available for consideration.

A simplistic cost-benefit performed this month indicates the access project in its current form is cost-prohibitive. This is far from ideal given that the Noongar community claim that they have been waiting (conservatively) 10 years for the access to be established.

MATTER FOR CONSIDERATION

Over the past three months the Shire has been gathering information critical to decision-making relevant to this project as expediently as possible. The information update is as follows:

1. In December 2021 the Public Transport Authority (PTA), Arc Infrastructure and Main Roads agreed to approve the project, subject to the development of engineering drawings.

2. In December 2021 the engineering company was engaged to develop the engineering drawings on the understanding (I assume) that the cost of the drawings would be less than \$10,000. The cost to date has been closer to \$25,000 and this amount exceeds the budget assigned to the entire 'Groves' project.
3. While there is a potential water pipe that could be used which is running parallel to the track that goes to the 'Groves' (see screenshot below), the pipe is a farmland-reticulated pipe, considered in Water Corp as a 'non-standard service.' A non-standard service application form was submitted and the following information was obtained:
 - Low flow rates: 2.8 litres per minute.
 - Issues with continuity: A tank would still need to be installed to guarantee the supply
 - Issues with water quality: The water within this pipe is not potable so a filtration system would need to be installed on site.
4. The most challenging concern is the projected cost of constructing the access. Constructing across a railway line is highly regulated and cannot be performed by Shire employees. The Shire would be required to use Arc Infrastructure approved contractors with specialised experience in this space. The projected cost is \$60,000 - \$100,000 (we are currently waiting on an estimate) and there is no budget available for this purpose.
5. There is alternate access option that could be developed and finalised immediately using internal resources without requiring external approvals. However, this option was discarded by both the Shire and the Noongar community for unknown reasons some years ago in preference of the current option. The alternate option would have had the access point commencing on the Quairading-York Road T-Junction turn off to Ashton Street.
6. Immediate discussions are being arranged with the Noongar community through the RAP Committee to update the community on the above information and to arrange a way forward. The timing of the next meeting will need to be brought forward to ensure the Shire is not delaying an outcome.

BACKGROUND

The Quairading Community Nature Reserve (established under the auspice of the Land Act 1933 and approved by the Minister for Lands: Lot 28882 on Deposited Plan 216451 Volume LR3135 Folio 962) is a 527ha parcel of diverse bushland two kilometres west of the Quairading town site. The Reserve is situated on the North and South sides of the York-Merredin Rd.

The Reserve was established in 1995 and is now vested in the Shire of Quairading for the purposes of conservation of flora and fauna.

The Groves is a small parcel of land situated within the Reserve, previously the site of an Aboriginal town camp (1950s - 1970s). The land has cultural significance to the local Noongar people.

The Noongar population want to use 'The Groves' as an area where people may gather to celebrate the cultural significance of the area. The area is zoned for short-term camping.

Over a 10 year period, there has been various levels of commitment made by the Shire and 'recollections differ' on the exact nature of these commitments. Much time could be spent attempting to confirm commitments made or not made but this would be time-consuming and in some instances impossible (e.g. where people are deceased).

It is the view of the Noongar population that at various junctures over the years, the Shire has committed to:

- Resolving the legal access issue;
- Providing a toilet and water tank; and

- Placing the Groves on the Shire’s maintenance schedule (predominantly for grass/weed maintenance).

The Groves project has been in train for over 10 years and is referenced in documentation related to almost all RAP meetings. The project has unanimous support within the local Noongar population and high-level support across the non-Aboriginal population.

In 2013 a picnic area with picnic tables and seating, two small fire pits, designated parking area and signage were installed with grant funding assistance from Wheatbelt NRM.

Recently the Shire focus has been directed at facilitating the legal access to the site. Over a three-year period the Shire has been negotiating with ARC Infrastructure, PTA and the Local Government Insurance Scheme in an attempt to establish a mutually acceptable Easement or License Agreement.

In December 2021, ARC Infrastructure and PTA both revised their position regarding the need for an Easement or License Agreement. In addition, PTA, Arc Infrastructure and Main Roads agreed to approve the project, subject to the development of engineering drawings.

An analysis of projected costs for the ‘access project’ indicates that the above negotiation and the development of concept and engineering specifications may prove redundant because the delivery of the project may be cost-prohibitive.

External funding sources for the purchase of the toilet and water tank are currently under investigation.

The Works & Services Team have already agreed to include the ‘Groves’ on the regular maintenance schedule.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The financial implications associated with the ‘access project’ will be dependent upon whether the alternate access option can be successfully negotiated with the Noongar community.

The financial implications attached to the delivery of a toilet block, shower and water tank should be manageable.

STRATEGIC IMPLICATIONS – Strategic Community Plan 2021 – 2031

1. COMMUNITY
1.1 Work collaboratively with local and regional service providers to engage the community as active citizens.
1.2 Provide social and cultural activities for all members of the community.
5. GOVERNANCE AND LEADERSHIP
5.1 Shire communication is consistent, engaging and responsive.
5.3 Provide informed and transparent decision making that meets our legal obligations and the needs of our diverse community.

COMMUNITY CONSULTATION

Extensive consultation with the Noongar population, ARC Infrastructure, the Public Transport Authority and the Local Government Insurance Scheme.

RISK ASSESSMENT

Risk Management Policy & Risk Management Governance Framework Applicable.

Financial: Risk Matrix rating is potentially 'High.'

Capital:

- The project has commenced without costings and approximately \$25,000 has been spent on engineering drawings. While there is a remaining \$16,228 to construct the access, the real cost will likely be closer to \$60,000 to \$100,000.
- While the Shire will be seeking external grant funding to purchase the toilet and water tank, no obvious funding source has yet been identified. Local quotes are being sourced in an attempt to bring down the cost of installation.

Operational: Risk Matrix rating is 'Moderate.'

- Works & Services have already included the 'Groves' on the maintenance schedule.
- If the alternate access option is successfully negotiated with the Noongar community internal resourcing will be required to grade an existing road and remove trees and shrubs.

Health: Risk Matrix rating is 'Low.'

- Assuming that a toilet block and drinking water will be installed at the 'Groves,' there are no health risks associated with the project.

Reputation – Risk Matrix Rating is 'Medium.'

- Delivery of the access has been a longstanding issue within the Noongar Community. A clear and transparent process with a timeline for delivery will reduce reputational risk.

Natural Environment: Risk Matrix rating is 'Low.'

- Fire pits are already used regularly outside of the fire season.

COMMENT

Ms Gibbs said that preliminary cost estimates to construct the access across the railway line were cost-prohibitive, being \$80,000 - \$100,000. Unfortunately, the cost estimates were not obtained prior to engaging the engineer to provide the engineering specifications. A significant impact on costs is the requirement to use ARC Infrastructure approved contractors to construct the access.

At the next RAP Committee meeting The Shire will table an alternate proposal for consideration by the RAP Committee. An alternative entrance to the Groves behind CBH, connected to the road that runs down between the CBH paddock and the neighbouring paddock will be developed as a second option. External permissions are not required. Mr Wallace confirmed it is possible to do by widening the gate and moving the rabbit proof fence back slightly. The Shire of Quairading Works & Services Department will be able to perform the bulk of the work with internal resources.

Cr Hayes commented this may be a safer route to the Groves than accessing from the main road.

ITEM 13 MATTERS FOR CONSIDERATION – HEALTH AND BUILDING

No matters for consideration.

ITEM 14 MATTERS FOR CONSIDERATION – WORKS

No matters for consideration.

RESOLUTION: 145-21/22

MOVED Cr Hippisley SECONDED Cr McGuinness

That Council accept urgent Councilor's business.

CARRIED 8/0

Cr Hippisley – Agenda item for Central Country Zone meeting

Cr Hippisley requested Council endorsement to propose an agenda item at the WALGA Central Country Zone meeting on the 22nd April 2022.

The agenda item has been included below:-

Background

Solar battery storage offers economy and security, because it enables solar energy to be stored during the day and used during peak hours in the evening and at night. It also offers a source of clean power during a blackout.

The WA government is almost alone in not offering any incentives or assistance on the purchase of solar batteries. Queensland has offered Interest-free loans and grants for battery systems. New South Wales has the Empowering Homes program, which has the goal of deploying 300,000 battery systems in NSW during the next 10 years, and offers interest-free loans of up to \$14,000. Victoria has a wide variety of solar incentives includes for battery systems. An eligible solar battery can get an incentive of up to \$4,838. South Australia has the Home Battery Scheme which offers an incentive of \$500 per kWh of storage up to \$6,000 per property.

Adding to the problem, solar storage is made more expensive because home battery retailers such as Tesla charge five times as much (per kwh) for residential solar batteries (i.e. their Powerwall) as they do for essentially the same product when they put it in an electric vehicle (EV).

Mitigating the problem, there are companies who are using second hand EV batteries to store solar energy. They are mostly in America but there is one in Victoria, Relectrify, who currently cater for the wholesale market.

So the technology for affordable solar energy storage exists, but it will take a coordinated approach to persuade the small number of experts who exist to create innovative solutions to suit local governments and communities.

RECOMMENDATION

RESOLUTION: 146-21/22

MOVED Cr Hippisley SECONDED Cr McGuinness

Cr Hippisley would like to propose a motion that WALGA facilitate a discussion on solar energy harvesting and storage by hosting a web forum on the topic or some other means.

CARRIED 8/0

Cr Hippisley had further information to share:-

From figures provided by Richard (Bleakley), for a user consuming electricity at a constant rate, solar panels can satisfy only 20% of total needs; unless some of the daytime power is stored in a battery for use when the sun is weak or down. Offices which close down at night can do a little better than that. The drop in electricity bills after the introduction of solar panels at the CRC, admin building and medical centre was in the order of 30%. But even with these savings, Quairading Shire still spends thousands of dollars a year on electricity.

Battery vendors and installers make huge profits because of barriers to entry caused by a lack of local technical knowledge and nightmarish regulations. Big players also obfuscate the truth to retain their market dominance. Tesla does not manufacture its batteries. It assembles them from cells produced by Panasonic. The most popular Tesla battery pack contains 7,104 18650 cells in 16 444 cell modules.

Those cells can be purchased by anyone, even second hand, and there is a thriving community of enthusiasts producing “home-made powerwalls” and battery packs for a wide range of applications using second hand 18650 cells retrieved from discarded laptop batteries.

I’m not suggesting we do that, because the process is labour intensive and potentially dangerous, but I do suggest engaging in research on battery technology. There is a whole spectrum of products between the Tesla Powerwall and the home made arrays, and we can save ourselves potentially thousands of dollars annually by learning more about them.

Cr McGuinness commented that he believes we have a sustainability obligation to look into these sorts of ideas.

Cr Smith – Petition for Skate Park

Cr Smith commenced discussion on the petition for a skate park in Quairading that was presented by Sue Mills. The petition has 200 signatures, which is a significant percentage of the Quairading community and so warrants investigation.

Cr McGuinness recalls a skate park being discussed in the early stages of this agenda item, though he can’t recall why it dropped off the discussion. There is a skate park at the Youth Centre that could be refurbished or reused. The facility is there and available.

Cr Stacey believes the removal of the skate park from the park was due to costing. The costings needed to be rationalised. Cr Stacey does recall there being community consultation.

Ms Gibbs met with Sue Mills and Rebecca Wilson who are driving the petition, prior to the Council meeting to gain a clearer understanding of the intent of the petition. There has been some confusion within the community in terms of what is included in the community park because the park has been a 10-year project. Some community members that had been consulted initially may have left the Shire and other people are new to the Shire and missed the consultation. Special Project Manager, Mrs Sarah Caporn, shared the results of the consultation and 25% of the community at that time wanted a skate park.

There has been a general understanding in the community that there was a skate park being included in the Lottery West park.

Ms Gibbs’ main concern is that 15-20 mums on weekends go to surrounding towns with a skate park and spend money in those towns.

Ms Gibbs asked for one month of delay to construction of the park to ascertain whether there is still opportunity to apply to the Commonwealth for dollar for dollar funding. This is how surrounding Shires were able to include a skate park in the recreation park.

Cr McGuinness raised concerns regarding the costs being spoken about and asked if a skate park was going to cost the Shire additional money. It was suggested that the park scope be reduced to include a skate park. Cr McGuinness queried how often the skate park will be used as he never saw anyone using the skate park in Northam or York. Ms Nicole Gibbs said that the Shire would not be asked to contribute additional funds.

Cr Hippisley commended Mrs Sarah Caporn on the fantastic job she had done with the community park and commented on how beautiful it looked. Cr Hippisley believes Council has a diligence to try and get the extra funding to build the skate park.

Mrs Caporn said the Stronger Regions Commonwealth funding closed in February 2022.

RESOLUTION: 147-21/22

MOVED Cr McGuinness SECONDED Cr Hippisley

Council move a motion for the CEO to be tasked with investigating the options and costs associated with applying for Commonwealth grant funding to include the skate park in the scope of the community park.

CARRIED 8/0

Cr Hippisley declared an impartial interest after the motion was carried, for the current item. The nature of the impartial interest is that Cr Hippisley signed the petition for the skate park. Ms Gibbs apologized for providing Cr Hippisley with incorrect advice.

There was some confusion with regards to Council signing petitions. For future reference Councillor's are not allowed to sign community petitions.

ITEM 16 CONFIDENTIAL BUSINESS – AS PER LOCAL GOVERNMENT ACT S5.23 (2)

The Meeting will be closed by Council Resolution to the Public under Part 5 Division 2 Section 5.23 (2)(a)(c)(e) of the *Local Government Act 1995* as the Item relates to: -

- (a) A matter affecting an employee or employees; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
- (e) a matter that if disclosed, would reveal –
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person.

RESOLUTION: 148-21/22

MOVED Cr Haythornthwaite SECONDED Cr Hayes

That Council consider the confidential report listed below in a meeting closed to the public at 3.57 pm in accordance with Section 5.23(2) of the Local Government Act 1995:

16.1 2021/2022 Mid-Year Budget Review (Confidential Item)

CARRIED 8/0

Jill Hayes and Sarah Caporn exited the meeting 3.57pm

16.1 2021/2022 Mid-Year Budget Review (Confidential)

A full report was provided to Elected Members under separate cover. The report is not for publication.

RESOLUTION: 149-21/22

MOVED Cr Haythornthwaite SECONDED Cr McGuinness

That Council adopt by absolute majority the 2021/2022 mid-year budget review as per Attachment (i).

CARRIED BY ABSOLUTE MAJORITY 8/0

RESOLUTION: 150-21/22

MOVED Cr Haythornthwaite SECONDED Cr McGuinness

That Council adopt by absolute majority the following budget amendments to the 2021/2022 adopted annual budget:

1.	CCTV System – Upgraded Hardware	Confidential Amount
2.	CESM Memorandum of Understanding	\$-2,300
3.	InfoCouncil Software	Confidential Amount
4.	Outsourcing of Finance Functions	Confidential Amount
5.	22/23 Budget Template	Confidential Amount
6.	Operating Projects Realignment	\$0 (Approval required but net effect \$0)
7.	Staff Salary Adjustment	Confidential Amount
8.	Noxious Weeds/Pest Control	\$20,000
9.	Road Maintenance	\$-20,000
10.	Medical Centre	\$-19,000
11.	Hard Rubbish Collection	\$5,486
12.	COVID-19 Vaccination Community Grant	\$0 (Approval required but net effect \$0)
13.	Caravan Park Reception Office	\$0 (Approval required but net effect \$0)
14.	Skeleton Weed Capital Purchase	\$0 (Approval required but net effect \$0)
15.	Capital Projects Realignment	\$0 (Approval required but net effect \$0)
16.	Local Roads Community Infrastructure	\$-42,859.45
17.	Community Park (Lotterywest)	\$21,891
18.	Pool Heating	\$4,400
19.	Doodenanning – Mawson Road (R2R)	\$-33,000
20.	Livingston Road Resheeting	\$6,983.31

CARRIED BY ABSOLUTE MAJORITY 8/0

RESOLUTION: 151-21/22

MOVED Cr Hippisley SECONDED Cr Stacey

That the meeting be open to members of the public at 3.59pm.

CARRIED 8/0

16.2 Public Reading of Resolution

Should there be any members of the public in attendance at the re-opened Meeting, the Shire President is to read aloud the decisions made by Council while the Meeting was closed to the public.

ITEM 17 NEXT MEETING DATE

The next Ordinary Meeting of Council is scheduled to take place on Thursday 28th April 2022, commencing at 2.00pm in the Council Chambers, 10 Jennaberring Road, Quairading.

ITEM 18 CLOSURE

There being no further business, the Chairperson closed the Meeting at 4.06pm.

I certify the Minutes of the Ordinary Meeting of Council held on 31st March 2022 were confirmed 28th April 2022 as recorded on Resolution No. 152-21/22

Confirmed..... 28/4/2022