



# ORDINARY MINUTES

**DATE:** Tuesday, 30 April 2019

**TIME:** 3:00pm

**VENUE:** Council Chambers, Lowood  
Road, Mount Barker WA 6324

**Rob Stewart**  
**CHIEF EXECUTIVE OFFICER**

Resolution numbers: 56/19 to 75/19

## **MEMBERSHIP – Quorum (5)**

### **Members:**

Cr C Pavlovich Shire President  
Cr B Bell  
Cr K Clements  
Cr S Etherington JP  
Cr L Handasyde  
Cr B Lang  
Cr J Moir  
Cr M O'Dea  
Cr J Oldfield Deputy Shire President

*Information and recommendations are included in the reports to assist the Council in the decision making process and may not constitute the Council's decision until considered by the Council.*

---

## TABLE OF CONTENTS

---

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	1
2	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED).....	1
3	PUBLIC QUESTION TIME .....	2
3.1	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	2
3.2	PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995.....	2
4	PETITIONS / DEPUTATIONS / PRESENTATIONS.....	2
4.1	PRESENTATION – MS RACHEL WRIGHT, DEPUTY CHAIR PLANTAGENET SPORTING CLUB .....	2
5	DISCLOSURE OF INTEREST .....	2
6	APPLICATIONS FOR LEAVE OF ABSENCE .....	2
7	CONFIRMATION OF MINUTES.....	3
8	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION .....	3
9	REPORTS OF COMMITTEES AND OFFICERS.....	4
9.1	DEVELOPMENT SERVICES REPORTS.....	4
9.1.1	PLANTAGENET TRAILS WORKING GROUP - FORMATION.....	4
9.2	WORKS AND SERVICES REPORTS.....	8
9.2.1	POLICY REVIEW - HEAVY VEHICLE ACCESS .....	8
9.3	COMMUNITY SERVICES REPORTS .....	14
9.4	CORPORATE SERVICES REPORTS .....	15
9.4.1	BUDGET REVIEW - MARCH 2019 .....	15
9.4.2	FINANCIAL STATEMENTS – MARCH 2019.....	19
9.4.3	LIST OF ACCOUNTS – MARCH 2019.....	21

- 9.4.4 RESERVE 1790 MCDONALD AVENUE, MOUNT BARKER – LICENCE OF PARTS OF FROST PARK TO MOUNT BARKER TURF CLUB INC ..... 23
- 9.5 EXECUTIVE SERVICES REPORTS..... 26
- 10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN ..... 27
- 10.1 NOTICE OF MOTION POLICY ..... 27
- 11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING..... 28
- 11.1 DISASTER RELIEF FUNDING ARRANGEMENT EVENT – 19 MARCH 2019 – QUOTES FOR SUPERVISION ..... 28
- 12 CONFIDENTIAL ..... 30
- 12.1.1 ORGANISATIONAL REVIEW - STAFF STRUCTURE ..... 30
- 13 CLOSURE OF MEETING..... 31

## 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

3:00pm The Presiding Member declared the meeting open.

## 2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

### Members Present:

Cr C Pavlovich	Shire President (Left the meeting at 3.19pm, returned at 3.20pm)
Cr J Oldfield	Deputy Shire President
Cr B Bell	Councillor
Cr K Clements	Councillor
Cr S Etherington	Councillor
Cr L Handasyde	Councillor
Cr B Lang	Councillor
Cr J Moir	Councillor
Cr M O'Dea	Councillor

### In Attendance:

Mr Rob Stewart	Chief Executive Officer
Mr John Fathers	Deputy Chief Executive Officer
Mr David Lynch	Manager Works and Services
Mr Andrus Budrikis	Manager Development Services
Ms Nolene Wake	Executive Officer

### Apologies:

Nil

### Members of the Public Present:

There were two members of the public present.

### Previously Approved Leave of Absence:

Nil

### Emergency Evacuation Procedures/Disclaimer:

Working to Occupational Safety and Health Best Practices, Mr Rob Stewart - Chief Executive Officer, read aloud the emergency evacuation procedures for Councillors, staff and members of the public present in the Council Chambers.

Mr Stewart then read aloud the following disclaimer:

'No responsibility whatsoever is implied or accepted by the Shire of Plantagenet for any act, omission or statement or intimation occurring during Council / Committee meetings or during formal / informal conversations with staff.

The Shire of Plantagenet disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, or statement of intimation occurring during Council / Committee meetings or discussions. Any person or legal entity who acts or

fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation or approval made by a member or officer of the Shire of Plantagenet during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Plantagenet. The Shire of Plantagenet warns that anyone who has an application with the Shire of Plantagenet must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Plantagenet in respect of the application.'

### **3 PUBLIC QUESTION TIME**

#### **3.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

#### **3.2 PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995**

Nil

### **4 PETITIONS / DEPUTATIONS / PRESENTATIONS**

#### **4.1 PRESENTATION – MS RACHEL WRIGHT, DEPUTY CHAIR PLANTAGENET SPORTING CLUB**

Ms Wright addressed the Council on behalf of the Plantagenet Sporting Club in support of submission of two Financial Assistance Grant applications (attached).

### **5 DISCLOSURE OF INTEREST**

Part 5 Division 6 Local Government Act 1995

Cr C Pavlovich

Item: 9.2.1

Type: Financial/Indirect Financial Interest (Section 5.60(A) and Section 5.61 LGA)

Nature: RAV Transport

Extent: Consultant to Local Transport Provider

### **6 APPLICATIONS FOR LEAVE OF ABSENCE**

Section 5.25 Local Government Act 1995

Nil

**7 CONFIRMATION OF MINUTES**

Moved Cr L Handasyde, seconded Cr B Lang:

That the Minutes of the Ordinary Meeting of the Shire of Plantagenet, held on 26 March 2019 as circulated, be taken as read and adopted as a correct record.

**CARRIED (9/0)**

**NO. 56/19**

**8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

The Shire President distributed notes separately.

## **9 REPORTS OF COMMITTEES AND OFFICERS**

### **9.1 DEVELOPMENT SERVICES REPORTS**

#### **9.1.1 PLANTAGENET TRAILS WORKING GROUP - FORMATION**

<b>File Ref:</b>	<b>N48239</b>
<b>Responsible Officer:</b>	<b>Andrus Budrikis Manager Development Services</b>
<b>Author:</b>	<b>Isabelle Draffehn Community Development Officer</b>
<b>Proposed Meeting Date:</b>	<b>30 April 2019</b>

---

#### **PURPOSE**

The purpose of this report is to recommend the formation of a Plantagenet Trails Working Group.

#### **BACKGROUND**

The Shire of Plantagenet engaged consultants Sally Malone and Chris Antill Planning and Urban Design to prepare the draft Trails Master Plan for Plantagenet in 2005.

During the first stages of the project the consultant undertook background research, met with community representatives and prepared preliminary concept plans. The Shire of Plantagenet provided comments and feedback which was incorporated into the maps and draft report.

Subsequent stages of work included development of recommendations for:

- Interpretation and marketing;
- Typical trail cross-sections; and
- Implementation strategies.

The Plantagenet Trails Master Plan 2006 was endorsed by the Council at its meeting on 2 February 2006.

A Regional Trails Master Plan is being developed by the Great Southern Centre for Outdoor Recreation Excellence Limited (GSCORE). Funding is being provided by State Government, Great Southern LGAs, Lotterywest as well as through the Building Better Regions Funding (Round 3). The Great Southern Regional Trails Master Plan will deliver a Regional Trails Master Plan for the Great Southern region of WA over a ten year period. The Plan will outline an infrastructure development program for a wide range of trail experiences suited to different user groups across the region.

#### **EXTERNAL CONSULTATION**

External consultation has occurred with the Recreation Advisory Committee at its meeting held 9 April 2019.



GSCORE facilitated community workshops in Mount Barker and Porongurup in March and April 2019 to identify existing trails infrastructure and future opportunities for Plantagenet's involvement in the project.

Expression of Interest for external membership of the Working Group would be placed in the Plantagenet News, on the Shire's Facebook page and the Council's website.

### **STATUTORY ENVIRONMENT**

It is suggested that the Working Group, although created and appointed by Council Resolution, not be a committee approved by absolute majority decision of the Council pursuant to Section 5.9 (2) (c) of the Local Government Act 1995. This can be reviewed after the 2019 Council election, should more formality be required.

### **FINANCIAL IMPLICATIONS**

Although the formation of a committee has no financial implications, it should be noted that no funds have been allocated for the operations of the proposed committee or any proposed capital projects that may be recommended.

### **POLICY IMPLICATIONS**

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

### **STRATEGIC IMPLICATIONS**

The Shire of Plantagenet Strategic Community Plan 2017-2026 provides at Outcome 2.3 (Pleasant streetscapes, open spaces, parks and gardens) the following Strategy:

Strategy 2.3.4:

*'Plan and seek funding for the development of trails in line with the Trails Master Plan'.*

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

### **REGIONAL IMPLICATIONS**

The Regional Trails Master Plan will link in with existing regional strategic planning documents such as the Great Southern Regional Sport and Recreation Plan and the Great Southern Outdoor Recreation Strategy 2018 - 2021. At its meeting on 11 September 2018, the Council resolved *'That the Great Southern Regional Sport and Recreation Plan be endorsed'* and on 9 October 2018, the Council resolved that *'That the Great Southern Outdoor Recreation Strategy 2018 – 2021 be endorsed'*.

### **OFFICER COMMENT**

Recent regional trends identifying outdoor recreational needs in the Great Southern provide an opportunity for the Shire of Plantagenet to be a major force in the development of a trails network.

The Recreation Advisory Committee met on 9 April 2019 and recommended the formation of a Plantagenet Trails Working Group with the following brief:

1. A working group be formed to review the Plantagenet Trails Masterplan 2006, investigate new trail proposals and advise the Council on appropriate trail developments;
2. The membership of the group consists of two members of the Recreation Advisory Committee, six community members and the Manager of Development Services.

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER RECOMMENDATION**

**Moved Cr B Lang, seconded Cr B Bell:**

**That:**

1. **A working group be formed to review the Plantagenet Trails Masterplan 2006, investigate new trail proposals and advise the Council on appropriate trail developments; and**
2. **The membership of the group consists of two members of the Recreation Advisory Committee, six community members and the Manager of Development Services.**

### **AMENDMENT**

**Moved Cr K Clements, seconded Cr L Handasyde:**

**That:**

1. **Part 2. be deleted and replaced with the following:**  
**‘2. ‘Appropriate Trail Developments’ will include, but be not limited to, trails suitable for walking, bicycle riding, horse riding and motor vehicle driving’;**
2. **A new part 3. be added as follows:**  
**‘The membership of the group shall consist of three members of the Council, six community members and the Manager of Development Services’;**
3. **A new part 4. be added as follows:**  
**‘The group shall report to the council no later than 30 April 2020’; and**
4. **A new part 5. be added as follows:**  
**‘The Group shall dissolve on 1 May 2020’.**

**CARRIED (9/0)**

**NO. 57/19**

**COUNCIL DECISION**

That:

1. A working group be formed to review the Plantagenet Trails Masterplan 2006, investigate new trail proposals and advise the Council on appropriate trail developments;
2. 'Appropriate Trail Developments' will include, but not be limited to, trails suitable for walking, bicycle riding, horse riding and motor vehicle driving;
3. The membership of the group shall consist of three members of the Council, six community members and the Manager of Development Services;
4. The group shall report to the Council no later than 30 April 2020; and
5. The Group shall dissolve on 1 May 2020.

**CARRIED (9/0)**

**NO. 58/19**

**FURTHER MOTION**

Moved Cr M O'Dea, seconded Cr J Moir:

That Councillor membership of the group be Crs K Clements, M O'Dea and C Pavlovich.

**CARRIED (9/0)**

**NO. 59/19**

**FURTHER MOTION**

Moved Cr B Bell, seconded Cr B Lang:

That Cr K Clements be the Chair for the Plantagenet Trails Working Group.

**CARRIED (9/0)**

**NO. 60/19**

## 9.2 WORKS AND SERVICES REPORTS

### 9.2.1 POLICY REVIEW - HEAVY VEHICLE ACCESS

#### Cr C Pavlovich

Item: 9.2.1  
Type: Financial/Indirect Financial Interest (Section 5.60(A) and Section 5.61 LGA)  
Nature: RAV Transport  
Extent: Consultant to Local Transport Provider

3.19pm Cr C Pavlovich withdrew from the meeting and  
Cr J Oldfield assumed the Chair.

**File Ref:** N48216  
**Responsible Officer:** David Lynch  
Manager Works and Services  
**Author:** Amy Chadbourne  
Senior Administration/Project Officer Works  
and Services  
**Proposed Meeting Date:** 30 April 2019

---

#### **PURPOSE**

The purpose of this report is to review Council Policy I/R/17 Roads – Heavy Vehicle Access.

#### **BACKGROUND**

At the Council Meeting held on 26 February 2019 the following motion was adjourned and referred back to the Heavy Haulage Committee

*‘That it be a recommendation to the Council:*

*That the amended Council Policy I/R/17 Roads – Heavy Vehicle Access as follows:*

#### **‘OBJECTIVE**

*To provide clear guidelines to the Council, its staff and heavy vehicle transport operators for Restricted Access Vehicle (RAV) Network requests and access to roads under the care, control and management of the Shire of Plantagenet.*

*The Council wishes to balance road safety, transport efficiency for Shire economic benefits, community amenity and preservation of the road asset.*

*The Policy supports ‘as of right’ vehicles as defined by Main Roads WA (MRWA) or approved RAV routes, except where roads are closed for safety reasons.*

#### **POLICY**

1. Scope

*This Policy applies to any heavy vehicle transport operator using RAV on roads managed by the Council.*

## 2. Legislation

*The Road Traffic Act 1974 and the Road Traffic (Vehicle) Regulations 2014 govern the use of heavy vehicles on roads within Western Australia and define items such as compliance notices, exemptions, permits and notices for heavy restricted access vehicles. These regulations also contain provisions for mass and loading, load restraints, vehicle modifications and vehicle maintenance.*

*The Land Administration Act 1997 Section 55 and Local Government Act 1995 Section 3.53(2) gives the Shire of Plantagenet management responsibility for roads within its boundaries.*

## 3. Definitions

### 3.1 Restricted Access Vehicle (RAV) Network

*The RAV Network is a list of roads which have been assessed and classified by MRWA according to the type and size of heavy vehicle that may access them. It is administered by the Heavy Vehicles Section (HVS) of MRWA.*

### 3.2 Accredited Mass Management Scheme (AMMS) Network

*The AMMS scheme allows for three (3) concessional mass tiers that are available to approved heavy vehicle transport operators with appropriate loading control methods. This scheme uses a network approach similar to the existing RAV Network.*

*Both the RAV and AMMS Networks are published in the form of road tables and a visual Mapping Tool is available on the MRWA website.*

## 4. Request to Access Roads

*4.1 RAV Classified Roads - If a heavy vehicle transport operator wishes to access a RAV network road, they may apply to the Chief Executive Officer (CEO) if a condition of RAV access is Shire approval.*

*4.2 Unclassified Roads - If the road is not classified on the RAV Network then the applicant will first need to apply to MRWA (HVS). Upon receipt from MRWA (HVS), the Shire of Plantagenet will assess the request in accordance with MRWA approved guidelines and if supported, a submission will be made to MRWA (HVS) for their consideration including any conditions that may apply to the use of the road.*

*4.3 AMMS Network - Heavy vehicle transport operators may apply for a road already classified on the RAV Network to be approved for an AMMS Network level by applying to MRWA (HVS). Upon receipt from MRWA (HVS) the Shire of Plantagenet will assess the request in accordance with MRWA approved guidelines. If supported, a submission will be made to MRWA (HVS) for their consideration*

4.4 *Depending on the need for access, a RAV access request may be supported if the applicant accepts responsibility to carry out any road upgrades or vegetation pruning necessary to qualify the road for the RAV network level requested.*

4.5 *Should the road access request be declined, the Shire of Plantagenet will inform MRWA (HVS) who will advise the applicant.*

#### 5. *RAV Road Reclassification*

*The Shire may withdraw support for an approved route at any time if:*

- a) *The route is deemed unsafe for RAV use;*
- b) *The route is deemed unsuitable for RAV use; or*
- c) *The heavy vehicle transport operator has breached approval conditions.*

6. *The Shire of Plantagenet may close a road on a temporary basis to all heavy vehicles should deteriorating road conditions be present.'*

*be endorsed.'*

*Subsequently, at the Heavy Haulage Committee held on 29 March 2019 the adjourned motion was referred to the Council without amendment.*

### **STATUTORY ENVIRONMENT**

Land Administration Act 1997, Section 55 (2) – 'Property in and management etc of roads'

Local Government Act 1995, Section 3.53 (2) – 'Control of certain unvested facilities'

Road Traffic (Vehicles) Act 2012

Road Traffic (Vehicles) Regulations 2014

### **FINANCIAL IMPLICATIONS**

There are no financial implications for this report, however, it should be noted that increased heavy vehicle use of Shire roads may result in additional budgeting requirements for road maintenance, renewal and upgrades.

### **POLICY IMPLICATIONS**

This policy is presented to the Council as part of its ongoing policy review cycle.

### **STRATEGIC IMPLICATIONS**

The Shire of Plantagenet Strategic Community Plan 2017-2026 provides at Outcome 2.4 (Safe and reliable transport infrastructure) the following:

Strategy 2.4.1:

*'Maintain and further develop Shire roads, drainage and pathways at appropriate standards and continue to seek to maximise grant funding to support this aim'.*

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

The Shire of Plantagenet Corporate Business Plan 2016/2017 – 2020/2021 includes Action 2.4.1.6:

*‘Construct and maintain Shire roads and associated infrastructure to the standard adopted by the Council and in accordance with requirements of State agencies’.*

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

### **OFFICER COMMENT**

This policy was first adopted in February 2017 with the intent of providing clear guidelines to heavy vehicle transport operators and Shire staff when application was made for use of heavy vehicles on Shire roads.

The intent of the policy remains relevant and works well.

Changes have been made to the layout of the document to improve clarity and flow and to ensure it reads well.

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER RECOMMENDATION/COUNCIL DECISION**

Moved Cr L Handasyde, seconded Cr M O'Dea:

**That amended Council Policy I/R/17 Roads – Heavy Vehicle Access as follows:**

#### **OBJECTIVE**

**To provide clear guidelines to the Council, its staff and heavy vehicle transport operators for Restricted Access Vehicle (RAV) Network requests and access to roads under the care, control and management of the Shire of Plantagenet.**

**The Council wishes to balance road safety, transport efficiency for Shire economic benefits, community amenity and preservation of the road asset.**

**The Policy supports ‘as of right’ vehicles as defined by Main Roads WA (MRWA) or approved RAV routes, except where roads are closed for safety reasons.**

#### **POLICY**

##### **1. Scope**

**This Policy applies to any heavy vehicle transport operator using RAV on roads managed by the Council.**

##### **2. Legislation**

**The Road Traffic Act 1974 and the Road Traffic (Vehicle) Regulations 2014 govern the use of heavy vehicles on roads within Western Australia and define items such as compliance notices, exemptions, permits and**

notices for heavy restricted access vehicles. These regulations also contain provisions for mass and loading, load restraints, vehicle modifications and vehicle maintenance.

The Land Administration Act 1997 Section 55 and Local Government Act 1995 Section 3.53(2) gives the Shire of Plantagenet management responsibility for roads within its boundaries.

### **3. Definitions**

#### **3.1 Restricted Access Vehicle (RAV) Network**

The RAV Network is a list of roads which have been assessed and classified by MRWA according to the type and size of heavy vehicle that may access them. It is administered by the Heavy Vehicles Section (HVS) of MRWA.

#### **3.2 Accredited Mass Management Scheme (AMMS) Network**

The AMMS scheme allows for three (3) concessional mass tiers that are available to approved heavy vehicle transport operators with appropriate loading control methods. This scheme uses a network approach similar to the existing RAV Network.

Both the RAV and AMMS Networks are published in the form of road tables and a visual Mapping Tool is available on the MRWA website.

### **4. Request to Access Roads**

**4.1 RAV Classified Roads** - If a heavy vehicle transport operator wishes to access a RAV network road, they may apply to the Chief Executive Officer (CEO) if a condition of RAV access is Shire approval.

**4.2 Unclassified Roads** - If the road is not classified on the RAV Network then the applicant will first need to apply to MRWA (HVS). Upon receipt from MRWA (HVS), the Shire of Plantagenet will assess the request in accordance with MRWA approved guidelines and if supported, a submission will be made to MRWA (HVS) for their consideration including any conditions that may apply to the use of the road.

**4.3 AMMS Network** - Heavy vehicle transport operators may apply for a road already classified on the RAV Network to be approved for an AMMS Network level by applying to MRWA (HVS). Upon receipt from MRWA (HVS) the Shire of Plantagenet will assess the request in accordance with MRWA approved guidelines. If supported, a submission will be made to MRWA (HVS) for their consideration

**4.4** Depending on the need for access, a RAV access request may be supported if the applicant accepts responsibility to carry out any road upgrades or vegetation pruning necessary to qualify the road for the RAV network level requested.



4.5 Should the road access request be declined, the Shire of Plantagenet will inform MRWA (HVS) who will advise the applicant.

5. RAV Road Reclassification

The Shire may withdraw support for an approved route at any time if:

- a) The route is deemed unsafe for RAV use;
- b) The route is deemed unsuitable for RAV use; or
- c) The heavy vehicle transport operator has breached approval conditions.

6. The Shire of Plantagenet may close a road on a temporary basis to all heavy vehicles should deteriorating road conditions be present.'

be endorsed

**CARRIED (8/0)**

**NO. 61/19**

3.20pm Cr Pavlovich returned to the meeting and resumed the Chair.

**9.3 COMMUNITY SERVICES REPORTS**

Nil

## 9.4 CORPORATE SERVICES REPORTS

### 9.4.1 BUDGET REVIEW - MARCH 2019

<b>File Ref:</b>	<b>N48249</b>
<b>Responsible Officer:</b>	<b>Rob Stewart Chief Executive Officer</b>
<b>Author:</b>	<b>John Fathers Deputy Chief Executive Officer</b>
<b>Proposed Meeting Date:</b>	<b>30 April 2019</b>

---

#### **PURPOSE**

The purpose of this report is to review and adjust the adopted 2018/2019 Annual Budget to recognise variations in actual income and expenditure.

#### **BACKGROUND**

The 2018/2019 annual budget was adopted by the Council at a special meeting held on 10 July 2018. This review is the third quarterly review of the 2018/2019 Annual Budget. The Local Government (Financial Management) Regulations 1996 require that local governments conduct a budget review between 1 January and 31 March in each financial year.

#### **STATUTORY ENVIRONMENT**

There is no specific section of the Local Government Act 1995 that deals with the re-allocation of funds, however Section 6.2(1) of the Local Government Act 1995 governs budget requirements for local governments.

Local Government (Financial Management) Regulations 1996. Regulation 33A states:

- (1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.*
- (2A) The review of an annual budget for a financial year must -*
- (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
  - (b) consider the local government's financial position as at the date of the review; and*
  - (c) review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*
- \*Absolute majority required.*
- (4) Within 30 days after a council has made a determination, a copy of the review*
-

*and determination is to be provided to the Department.'*

## FINANCIAL IMPLICATIONS

The purpose of a budget review is to ensure that the income and expenditure for the current year is monitored in line with the adopted budget and, where exceptions to the adopted budget occur, make amendments to the budget or work scope as necessary. The overall recommended net cash effect on the budget is \$nil.

## POLICY IMPLICATIONS

There are no policy implications for this report.

## STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2017–2026 provides at Outcome 4.6 (Effective and efficient corporate and administrative services) the following strategy:

Strategy 4.6.1:

*'Provide a full range of financial services to support Shire's operations and to meet planning, reporting and accountability requirements.'*

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

## OFFICER COMMENT

This is the third budget review of the year. In terms of operating result, operating income is currently 0.6% under (year to date) budget and operating expenditure is 12% below (year to date) budget. The value of outstanding rates is currently 9%.

The capital roadworks program is generally on track although a number of issues are worthy of a budget amendment and the following action is recommended:

- Additional FESA grant income has been received for Bush Fire Brigades of \$4,530.00 for this year following acquittal of 2018/2019 funding. It is recommended that this be applied to the Vehicle Repairs and Maintenance expenditure account which is reflecting a budget deficit variance to date. The result is a \$nil cash impact.
- Two Regional Road Group programs (Settlement Road and Porongurup Rd) had significant savings and permission was granted from the Regional Manager of Main Roads and the RRG Working Group to extend the SLKs of the re-sealing program to incorporate the works scheduled for 2019/2020 under that funding scheme. Below is the breakdown of the approved reallocation to projects with the result of a \$nil cash impact.

Regional Road Group Funded Projects				
Account	Description	Original / Amended Budget	New Budget	Net Cash Amount
51731.0250	Porongurup Road - SLK 3.99 to 8.94	(\$213,831)	(\$172,934)	\$40,897
51768.0250	Porongurup Road - SLK 0.00 to 3.98	\$0	(\$40,897)	(\$40,897)
51732.0250	Settlement Road - SLK 4.71 to 10.40	(\$438,330)	(\$232,696)	\$205,634
51767.0250	Settlement Road - SLK 10.41 to 14.80	\$0	(\$205,634)	(\$205,634)

- The Roads to Recovery projects have been adjusted for budget under and over spends and a new project is proposed for Muir Street to utilise the life of program funding available this year. The Muir Street project is \$36,028.00 will be a joint funded project with Council budget reallocation from project Reseal Rural Roads contribution of \$18,938.00 and balance funded by Roads to Recovery. The funding reallocations of Roads to Recovery projects is set out below with a resulting \$nil cash impact.

Roads to Recovery Projects				
Account	Description	Original / Amended Budget	New Budget	Net Cash Amount
51737.0250	Coopers Road	(\$44,000)	(\$31,377)	\$12,623
51738.0250	Millinup Road	(\$116,547)	(\$137,401)	(\$20,854)
51739.0250	Montem Street	(\$55,000)	(\$50,598)	\$4,402
51740.0250	Road Replenishment - Boyup Road - SLK 0.00 to 13.71	(\$60,093)	(\$30,919)	\$29,174
51762.0250	Road Replenishment - Sturdee Road - SLK 0.00 to 10.72	(\$37,874)	(\$24,699)	\$13,175
51763.0250	Road Replenishment - Jackson Road - SLK 0.00 to 6.06	(\$44,659)	(\$13,117)	\$31,542
51764.0250	Road Replenishment - Nornalup Road - SLK 0.00 to 8.18	(\$85,616)	(\$22,015)	\$63,601
51760.0250	Lake Matilda Road - SLK 0.00 to 2.23	(\$178,400)	(\$253,564)	(\$75,164)
51761.0250	Surrey Downs Road - SLK 0.00 to 1.22	(\$88,132)	(\$129,541)	(\$41,409)
51769.0250	Muir Street - SLK 0.00 - 0.758	\$0	(\$36,028)	(\$36,028)
51741.0250	Reseal Rural Roads	(\$250,000)	(\$231,062)	\$18,938

- At its meeting held on 29 January 2019, the Council resolved as follows regarding the extensions and alterations to the Plantagenet Medical Centre:

*'That Prima Stella Pty Ltd be advised that the Council is pleased to endorse the proposal for additions to the Mount Barker Medical Centre situated on Reserve 49690 at the corner of Marmion Street and Langton Road Mount Barker generally as shown on the attached plan and authorises the CEO to:*

- Further negotiate with Prima Stella Pty Ltd with regard to design, funding and fitout.*
- Investigate Bushfire Attack Level (BAL) impact and requirements.*
- Investigate internal and external funding requirements and opportunities.*
- Re-negotiate as necessary existing lease arrangements.'*

A transfer of \$30,000.00 from the Plantagenet Medical Centre Reserve fund is sought to fund the expenditure for Bushfire Attack Level (BAL) impact and requirements as well as the cost of preliminary engineering and construction advice.

- Since opening the new hockey surface at Sounness Park in mid-2015, the scoreboard has been an ongoing issue for the Mount Barker Hockey Club Inc. The Club indicates that *'it was not fit for purpose from the beginning with game times being unable to be changed and no siren to signify the end of playing periods. Play cannot be paused for injury (as required under the rules). The scoreboard can only be used for senior fixtures where there is a game time of 35 minutes. After half time, the scoreboard has to be reset and scores re-entered for senior games. Junior games (different time periods) have to be manually timed on the sidelines by a spectator. Ability to adjust the scores at the end of last season was intermittent. This season the Lower Great Southern Hockey Association (LGSHA) has announced that game periods are changing to quarters to align with National hockey. The issue of the non-*

*functional scoreboard has now become critical. The current scoreboard is entirely obsolete for use in both senior and junior fixtures. We can no longer "make do". We have no scoreboard for our 2019 season.'*

It is agreed that the score board is sub-standard, for the reasons outlined by the club and as it is one designed for indoor use. Letters of support have been received from the Plantagenet Sporting Club Inc and LGSHA. The total cost for a replacement board has been quoted at \$20,000.00. The Mount Barker Hockey Club Inc can contribute \$7,000.00. It is considered that this item can be funded from savings in salary costs.

## VOTING REQUIREMENTS

Absolute Majority

## OFFICER RECOMMENDATION/COUNCIL DECISION

**Moved Cr S Etherington, seconded Cr B Bell:**

**That the budget review for the period 1 July 2018 to 31 March 2019 be adopted and the 2018/2019 Annual Budget be amended as follows:**

Account	Description	Original / Amended Budget	New Budget	Net Cash Amount
10515.0201	Grant Income - FESA Grant	\$122,464	\$126,994	\$4,530
20512.0171	Vehicle Running Costs - Repairs & Maintenance	(\$28,650)	(\$33,180)	(\$4,530)
51731.0250	Porongurup Road - SLK 3.99 to 8.94	(\$213,831)	(\$172,934)	\$40,897
51768.0250	Porongurup Road - SLK 0.00 to 3.98	\$0	(\$40,897)	(\$40,897)
51732.0250	Settlement Road - SLK 4.71 to 10.40	(\$438,330)	(\$232,696)	\$205,634
51767.0250	Settlement Road - SLK 10.41 to 14.80	\$0	(\$205,634)	(\$205,634)
51737.0250	Coopers Road	(\$44,000)	(\$31,377)	\$12,623
51738.0250	Millinup Road	(\$116,547)	(\$137,401)	(\$20,854)
51739.0250	Montem Street	(\$55,000)	(\$50,598)	\$4,402
51740.0250	Road Replenishment - Boyup Road - SLK 0.00 to 13.71	(\$60,093)	(\$30,919)	\$29,174
51762.0250	Road Replenishment - Sturdee Road - SLK 0.00 to 10.72	(\$37,874)	(\$24,699)	\$13,175
51763.0250	Road Replenishment - Jackson Road - SLK 0.00 to 6.06	(\$44,659)	(\$13,117)	\$31,542
51764.0250	Road Replenishment - Normalup Road - SLK 0.00 to 8.18	(\$85,616)	(\$22,015)	\$63,601
51760.0250	Lake Matilda Road - SLK 0.00 to 2.23	(\$178,400)	(\$253,564)	(\$75,164)
51761.0250	Surrey Downs Road - SLK 0.00 to 1.22	(\$88,132)	(\$129,541)	(\$41,409)
51769.0250	Muir Street - SLK 0.00 - 0.758	\$0	(\$36,028)	(\$36,028)
51741.0250	Reseal Rural Roads	(\$250,000)	(\$231,062)	\$18,938
50722.0252	Plantagenet Medical Centre Facilities Upgrade	\$0	(\$30,000)	(\$30,000)
40724.0486	Transfer from Reserve Fund	\$0	\$30,000	\$30,000
51608.0251	Sounness Park - Hockey Score Board	\$0	(\$20,000)	(\$20,000)
New	Contributions - Hockey Score Board	\$0	\$7,000	\$7,000
20171.0130	Employee Costs - Salaries	(\$256,105)	(\$243,105)	\$13,000
		<b>(\$1,774,773)</b>	<b>(\$1,774,773)</b>	<b>\$0</b>

**CARRIED (9/0)**

**NO. 62/19**

**Absolute Majority**

**9.4.2 FINANCIAL STATEMENTS – MARCH 2019**

<b>File Ref:</b>	<b>N48088</b>
<b>Attachment:</b>	<a href="#">Financial Statements</a>
<b>Responsible Officer:</b>	<b>John Fathers</b> <b>Deputy Chief Executive Officer</b>
<b>Author:</b>	<b>Alison Kendrick</b> <b>Senior Administration Officer - Finance</b>
<b>Proposed Meeting Date:</b>	<b>30 April 2019</b>

---

**PURPOSE**

The purpose of this report is to present the financial position of the Shire of Plantagenet for the period ending 31 March 2019.

**STATUTORY ENVIRONMENT**

Regulation 34 of the Financial Management Regulations (1996) requires a Statement of Financial Activity to be prepared each month, which is to contain the following details:

- a) annual budget estimates;
- b) budget estimates to the end of the month;
- c) actual amount of expenditure and revenue;
- d) material variances between comparable amounts in b) and c) above; and
- e) the net current assets at the end of the month to which the statement relates (i.e.: surplus/(deficit) position).

The Statement is to be accompanied by:

- a) explanation of the composition of net current assets, less committed assets and restricted assets;
- b) explanation of the material variances; and
- c) such other information considered relevant by the local government.

**FINANCIAL IMPLICATIONS**

There are no financial implications for this report.

**POLICY IMPLICATIONS**

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

**STRATEGIC IMPLICATIONS**

There are no strategic implications for this report.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

**Moved Cr L Handasyde, seconded Cr B Lang:**

**That the Financial Statement for the period ending 31 March 2019 be received.**

**CARRIED (9/0)**

**NO. 63/19**



**9.4.3 LIST OF ACCOUNTS – MARCH 2019**

<b>File Ref:</b>	<b>N48226</b>
<b>Attachment:</b>	<b>List of Accounts - March 2019</b>
<b>Responsible Officer:</b>	<b>John Fathers Deputy Chief Executive Officer</b>
<b>Author:</b>	<b>Emma Gardner Accounts Officer</b>
<b>Proposed Meeting Date:</b>	<b>30 April 2019</b>

---

**PURPOSE**

The purpose of this report is to present the list of payments that were made during the month of March 2019.

**STATUTORY ENVIRONMENT**

Regulation 12(1)(a) of the Local Government (Financial Management) Regulations 1996 provides that payment may only be made from the municipal fund or trust fund if the Local Government has delegated the function to the Chief Executive Officer.

The Chief Executive Officer has delegated authority to authorise payments (22 May 2018). Relevant staff have also been issued with delegated authority to issue orders for the supply of goods and services subject to budget limitations.

Regulation 13 of the Local Government (Financial Management) Regulations 1996 provides that if the function of authorising payments is delegated to the Chief Executive Officer then a list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

**FINANCIAL IMPLICATIONS**

There are no financial implications for this report.

**POLICY IMPLICATIONS**

Council Policy F/FM/7 – Purchasing and Tender Guide applies.

**STRATEGIC IMPLICATIONS**

There are no strategic implications for this report.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

Moved Cr M O'Dea, seconded Cr B Lang:

That in accordance with Regulation 13 (1) of the Local Government (Financial Management) Regulations 1996, the list of payments made under delegated authority for the month ended 31 March 2019 be received and recorded in the minutes of the Council, the summary of which is as follows:

1. Electronic Payments and Direct Debits totalling \$460,627.41;
2. Municipal Cheques 46461 - 46476 and 46478 - 46485 totalling \$124,528.31; and
3. Cancelled Cheque 46477.

**CARRIED (9/0)**

**NO. 64/19**

---

#### 9.4.4 RESERVE 1790 MCDONALD AVENUE, MOUNT BARKER – LICENCE OF PARTS OF FROST PARK TO MOUNT BARKER TURF CLUB INC

<b>File Ref:</b>	<b>N48089</b>
<b>Attachment</b>	<a href="#"><u>Licence – Reserve 1790 McDonald Avenue, Mount Barker – Mount Barker Turf Club Inc</u></a>
<b>Responsible Officer:</b>	<b>Rob Stewart</b> <b>Chief Executive Officer</b>
<b>Author:</b>	<b>John Fathers</b> <b>Deputy Chief Executive Officer</b>
<b>Proposed Meeting Date:</b>	<b>30 April 2019</b>

---

#### **PURPOSE**

The purpose of this report is to seek the Council's endorsement of a licence between the Shire of Plantagenet and the Mount Barker Turf Club Incorporated (MBTC) for parts of Frost Park, Reserve 1790 McDonald Avenue, Mount Barker.

#### **BACKGROUND**

At its meeting held on 14 August 2018, the Council endorsed a lease agreement between the Shire of Plantagenet and the MBTC for Lot 81 McDonald Avenue, Mount Barker, for the purpose of an equine training track. At that time, it was noted that the MBTC would seek a lease over Frost Park.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

Section 3.58 relates to a disposition of local government property.

Local Government (Functions and General) Regulations 1996

Regulations 30 and 31 govern the disposal of land.

Under the regulations a disposition of land is an exempt disposition, and is excluded from the application of section 3.58, if the land is disposed of to a body, whether incorporated or not the objects of which are charitable, benevolent, religious, cultural, educational, recreational, sporting or like nature; and the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions.

Given the above, the disposal of this land is exempt from the requirements of section 3.58 of the Act.

Class 'A' Reserve 1790 is set aside for the purpose of 'Recreation & Agricultural Showground' and managed by the Shire with power to lease for any term not exceeding five (5) years subject to the consent of the Minister for Lands.

In accordance with section 18 of the Land Administration Act 1997, the Minister for Lands has approved the proposed licence on the condition that the final licence executed by the parties is on the same terms as that provided to the Department of Planning, Lands and Heritage.

#### **EXTERNAL CONSULTATION**

Consultation has taken place with Stephen Carter, President of the MBTC.

---

## FINANCIAL IMPLICATIONS

The draft licence provides for a rental of \$10.00 per annum.

## POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

## STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2017-2026 provides at Outcome 1.5 (Recreation, sporting and leisure facilities that support the wellbeing of the community) the following Strategy:

Strategy 1.5.4:

*'Promote the development of Frost Park as a major equine centre in the Great Southern Region.'*

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

## OFFICER COMMENT

There has been a proposal for some time for the MBTC to take out a lease for parts of Frost Park. Following discussions in-house and with the Shire's legal advisor, a licence has been drafted with the aim of formalising the current arrangements.

A licence is preferred as access is required across the track for Shire staff, other users (Riding for the Disabled, Stock Horse Society and the Mount Barker Campdraft Club, which owns the campdraft equipment and horse yards) and the public.

The licence has been framed taking the following points into consideration:

- The licence term is five years. The permitted use is equine racing and training including associated special events.
- A nominal licence fee of \$10.00 has been set on the basis that the current race day fees cover direct costs such as utilities. A hire fee for Frost Pavilion will also still apply.
- The licence area comprises the race track, three track towers, stables and mounting area, Skinner Pavilion, tote room and sea container. All of these items except the race track will be licensed to the MBTC exclusively.

Frost Park is an A class reserve. A caveat on the vesting requires that the public must be allowed right of access for the purpose of recreation at all times. The race track is therefore non-exclusive and the MBTC must allow the public and other users' right of access to it and other (non-licensed) parts of Frost Park for the purposes of recreation at all times. Notwithstanding this, the MBTC may temporarily restrict public access to the race track and oval during racing and training for safety purposes.

The Shire will continue to control Frost Pavilion and the remaining areas of the reserve and use by MBTC will be subject to a hire arrangement at the Shire's adopted fees and charges.

- The MBTC has installed reticulation into the race track and will maintain the track and that reticulation. The MBTC will also maintain the grass in the stalls and mounting area. The licence incorporates the conditions specified in the

Council decision of 4 December 2018 relating to the proposal for water reticulation and power connection works between Frost Park and the leased property at Lot 81 McDonald Avenue, Mount Barker.

- The Shire has installed reticulation around the oval and will maintain the oval (including watering).
- The MBTC is seen as a priority user of Frost Park, however the licence requires the MBTC to provide written notice of the dates and times of use, to ensure for the benefit of the Club and others that possible conflicting uses can be resolved appropriately.
- Permission may be sought to install additional locks or other security devices. During discussion with the MBTC, it was agreed that the southern gate at the stalls and mounting area be locked with a Shire supplied bilock lock. It is further proposed that the current bilock locks to the Tote Room and Skinner Pavilion be on the same key, to also match the new padlock.
- The MBTC may store the racing gates in the Sheep Pavilion when required.

The MBTC has had input into the licence terms and is satisfied with them.

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER RECOMMENDATION/COUNCIL DECISION**

**Moved Cr S Etherington, seconded Cr B Lang:**

**That authority be granted to the Shire President and Chief Executive Officer to affix the Common Seal of the Council to the licence between the Shire of Plantagenet and the Mount Barker Turf Club Incorporated for parts of Frost Park, Reserve 1790 McDonald Avenue, Mount Barker.**

**CARRIED (9/0)**

**NO. 65/19**

**9.5 EXECUTIVE SERVICES REPORTS**

Nil

## **10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

### **10.1 NOTICE OF MOTION POLICY**

Cr L Handasyde gave notice of his intention to move the following motion at the next Ordinary Meeting of the Council pursuant to Clause 3.7 of Standing Orders:

‘That it be a policy of the Council that when a Notice of Motion is brought before the Council:

1. The Council will adjourn the motion to allow the Chief Executive Officer to prepare a report on the matter concerned for the Council’s consideration;
2. The adjournment will allow sufficient time for due preparation of that report to allow the Chief Executive Officer to create the report and will be negotiated on the day; and
3. This policy would not apply for minor issues such as a condolence motion, and the like.’

The Presiding Member invited Cr L Handasyde to move the Notice of Motion.

### **COUNCIL DECISION**

**Moved Cr L Handasyde, seconded Cr M O’Dea:**

**That it be a policy of the Council that when a Notice of Motion is brought before the Council:**

- 1. The Council will adjourn the motion to allow the Chief Executive Officer to prepare a report on the matter concerned for the Council’s consideration;**
- 2. The adjournment will allow sufficient time for due preparation of that report to allow the Chief Executive Officer to create the report and will be negotiated on the day; and**
- 3. This policy would not apply for minor issues such as a condolence motion, and the like.**

**CARRIED (8/1)**

**NO. 66/19**

**Cr J Moir voted against the motion**

## 11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Moved Cr L Handasyde, seconded Cr B Lang:

That new business of an urgent nature, namely:

Disaster Relief Funding Arrangement Event – 19 March 2019 – Quotes for Supervision, be introduced to the meeting.

CARRIED (9/0)

NO. 67/19

### 11.1 DISASTER RELIEF FUNDING ARRANGEMENT EVENT – 19 MARCH 2019 – QUOTES FOR SUPERVISION

File Ref: N48343  
Attachments: [Attachment One](#)  
Responsible Officer: Rob Stewart  
Chief Executive Officer  
Author: David Lynch  
Manager Works and Services  
Proposed Meeting Date: 30 April 2019

---

#### PURPOSE

The purpose of this report is to consider submissions received in response to the request for services to oversee the repair of Shire of Plantagenet roads under Disaster Relief Funding Arrangements (DRFA) following a declared weather event on 19 March 2019.

#### MOTION TO PROCEED BEHIND CLOSED DOORS

Moved Cr K Clements, seconded Cr M O'Dea:

3.56pm That in accordance with Section 5.23 (2) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

(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;

CARRIED (9/0)

NO. 68/19



**MOTION TO SUSPEND STANDING ORDERS**

Moved Cr K Clements, seconded Cr L Handasyde:

That those sections of Standing Orders that would prevent a Councillor from speaking more than once to an item be suspended.

**CARRIED (9/0)**

**NO. 69/19**

**MOTION TO RESUME STANDING ORDERS**

Moved Cr K Clements, seconded Cr L Handasyde:

That Standing Orders be resumed.

**CARRIED (9/0)**

**NO. 70/19**

**MOTION TO PROCEED IN PUBLIC**

Moved Cr L Handasyde, seconded Cr K Clements:

4.05pm That the meeting proceed in public.

**CARRIED (9/0)**

**NO. 71/19**

**OFFICER RECOMMENDATION/COUNCIL DECISION**

Moved Cr L Handasyde, seconded Cr B Lang:

That:

1. The Equote and its pricing schedule (see Attachment One) submitted by Core Business Australia for contract services to oversee the repair of Shire of Plantagenet roads under Disaster Relief Funding Arrangements (DRFA) following a declared weather event on 19 March 2019 be accepted.
2. The Chief Executive Officer be authorised to negotiate the total contract cost, which will be dependent on the extent of work to complete the repairs, noting the local government contribution of \$150,700.00 (ex GST).

**CARRIED (9/0)**

**NO. 72/19**

**12 CONFIDENTIAL****12.1.1 ORGANISATIONAL REVIEW - STAFF STRUCTURE**

**File Ref:** N48225  
**Responsible Officer:** Rob Stewart  
Chief Executive Officer  
**Author:** Donna Fawcett  
Human Resources Coordinator  
**Proposed Meeting Date:** 30 April 2019

---

**PURPOSE**

The purpose of this report is to recommend amendments to the existing organisational structure.

**MOTION TO PROCEED BEHIND CLOSED DOORS**

Moved Cr K Clements, seconded Cr M O'Dea:

4.07pm That in accordance with Section 5.23 (2) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

(a) a matter affecting an employee or employees.

CARRIED (9/0)

NO. 73/19

**MOTION TO PROCEED IN PUBLIC**

Moved Cr L Handasyde, seconded Cr K Clements:

4.09pm That the meeting proceed in public.

CARRIED (9/0)

NO. 74/19

**OFFICER RECOMMENDATION/COUNCIL DECISION**

Moved Cr L Handasyde, seconded Cr B Lang:

That the staff establishment be amended as follows:

1. The 1.0 FTE position of Manager Community Services be deleted;
2. A 1.0 FTE position of Economic Development Officer be created;
3. A 1.0 FTE position of Research / Administration Officer be created;
4. The remaining Senior Manager positions be renamed Executive Manager;
5. The Saleyards General Hand be changed from 0.8 to 1.0 FTE;
6. The Shire of Plantagenet Organisational Structure and Functional Responsibilities Chart (as attached) be adopted; and
7. The total staff establishment for the Shire of Plantagenet be amended from 63.39 FTE to 64.59 FTE.

**CARRIED (8/1)**

**NO. 75/19**

**Cr J Moir voted against the motion**

**13 CLOSURE OF MEETING**

4.12pm The Presiding Member declared the meeting closed.

**CONFIRMED: CHAIRPERSON** \_\_\_\_\_ **DATE:** \_\_\_\_/\_\_\_\_/\_\_\_\_