

Shire of Goomalling



COUNCIL MEETING MINUTES

June 2021

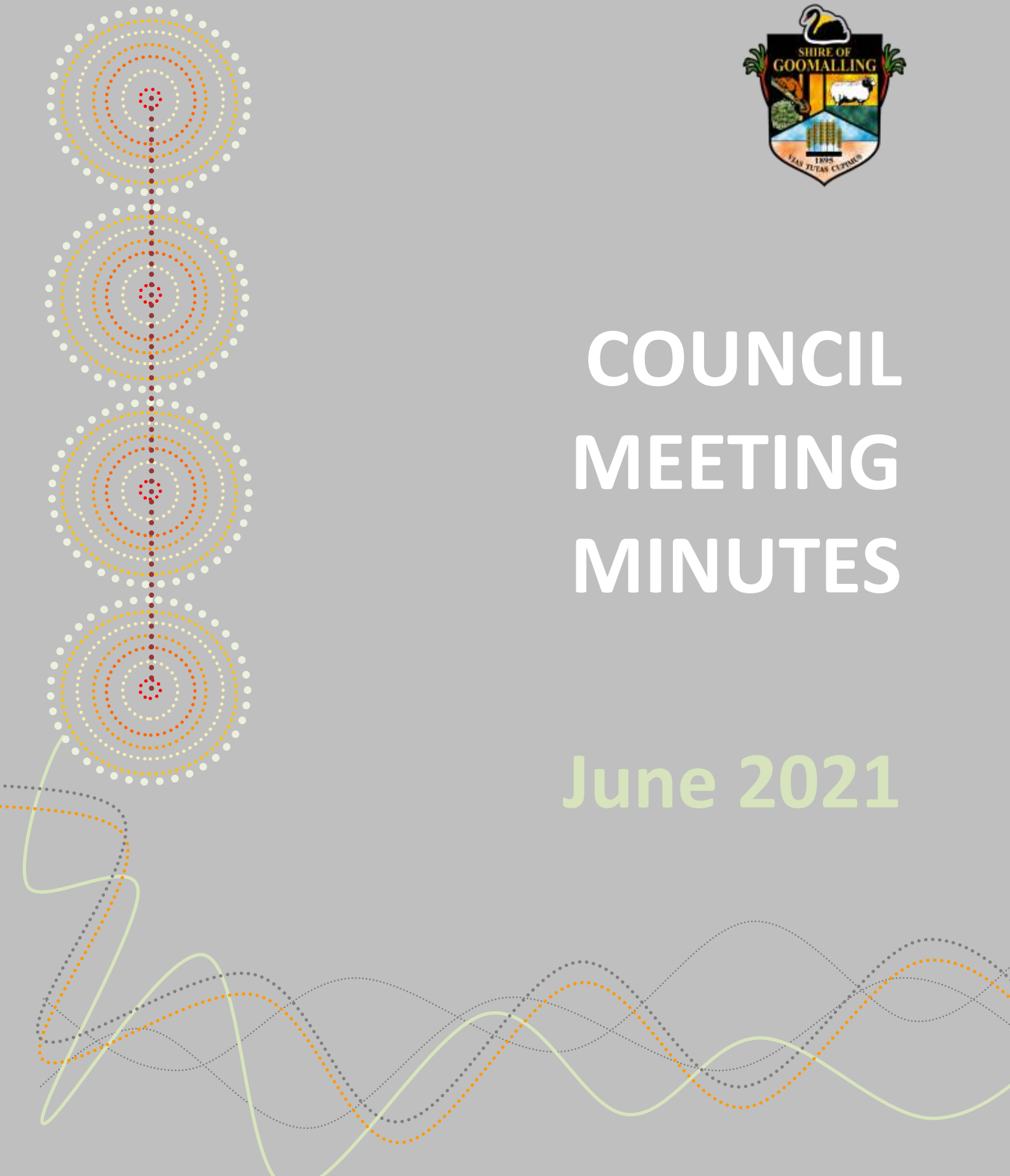




TABLE OF CONTENTS

Item No	Description	Page No
1.	DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS	3
2.	RECORD OF ATTENDANCE/APOLOGIES & APPROVED LEAVE OF ABSENCE	3
3.	DECLARATION OF FINANCIAL / IMPARTIALITY / PROXIMITY INTEREST	3
4.	PUBLIC QUESTION TIME	3
5.	APPLICATION FOR MEMBERS FOR LEAVE OF ABSENCE	3
6.	CONFIRMATION AND RECEIVING OF MINUTES/BUSINESS ARISING	3
	6.1 Ordinary Meeting of Council – 19 May 2021	
7.	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION	4
8.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	4
9.	OFFICERS' REPORTS	
	9.1 Schedule of Accounts – May 2021	5-6
	9.2 Monthly Financial Reports – May 2021	7-8
	9.3 Delegations	9-13
	9.4 Write-off 2 Bushfire Infringements	14-15
	9.5 Waste Contract	16-18
	9.6 Planning Services	19-23
	9.7 Application of Common Seal – Department of Transport Agreements	24-25
10.	ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	26
11.	NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL	26
12.	MATTERS BEHIND CLOSED DOORS	26
13.	INFORMATION BULLETIN	26
14.	MEETING CLOSURE	26



NYOONGAR ACKNOWLEDGEMENT

We acknowledge this land that we meet on today is part of the traditional lands of the Nyoongar people and that we respect their spiritual relationship with their country. We also acknowledge the Nyoongar Ballardong people as the custodians of the greater Goomalling/Koomal area and that their cultural and heritage beliefs are still important to the living Nyoongar Ballardong people today.

NOTICE OF MEETING

Meeting No. 5 of 2021 of the Shire of Goomalling Council to be held in the Council Chambers, Administration Office, 32 Quinlan Street, Goomalling on Wednesday, 16 June 2021 beginning at 4.38pm.

1. DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES & APPROVED LEAVE OF ABSENCE

2.1. Attendance

Council	Vice President & Chairperson	Cr Roland Van Gelderen
	Councillor	Cr Christine Barratt
	Councillor	Cr Casey Butt
	Councillor	Cr Julie Chester
	Councillor	Cr Rodney Sheen
	Councillor	Cr Brendon Wilkes
Administration	Chief Executive Officer	Mr Peter Bentley
	Finance Manager	Miss Natalie Bird
	Works Manager	Mr David Long

2.2. Apologies

2.3. Approved Leave of Absence

Cr Barry Haywood (approved at May 2021 meeting)

3. DECLARATION OF:

- FINANCIAL INTEREST
- MEMBERS IMPARTIALITY INTEREST
- PROXIMITY INTEREST

4. PUBLIC QUESTION TIME

5. APPLICATION FROM MEMBERS FOR LEAVE OF ABSENCE

6. CONFIRMATION AND RECEIVING OF MINUTES & BUSINESS ARISING

6.1 Ordinary Meeting of Council held Wednesday 19 May 2021

RESOLUTION 359

Moved Cr Wilkes Seconded Cr Butt that the Ordinary Meeting of Council held on 19 May 2021, be confirmed as a true and correct record of proceedings.

CARRIED 6/0
Simple majority



7. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

- Cr Sheen attended ACDF meeting in Northam 8 June 2021
- Cr Sheen attended Jennacubbine Community Meeting 31 May 2021
- Cr Chester attended Mortlock Sports Council Meeting 9 June 2021
- Cr Chester attended Grants Commission Meeting on 25 May 2021
- Cr Chester attended Audit Entrance Meeting on 14 June 2021
- Cr Barratt attended Grants Commission Meeting on 25 May 2021
- Cr Chester attended Avon Midland Ward Meeting 25 June 2021
- Cr Barratt attended Avon Midland Ward Meeting 25 June 2021
- Cr Wilkes attended Audit Entrance Meeting on 14 June 2021
- Cr Barratt attended Audit Entrance Meeting on 14 June 2021

8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

PRESIDENT _____

DATE _____
Page 4 of 26



9. OFFICERS' REPORTS

9.1 SCHEDULE OF ACCOUNTS PAID 1 MAY 2021 TO 31 MAY 2021

File Reference	
Disclosure of Interest	Nil
Applicant	Not Applicable
Previous Item Numbers	No Direct
Date	12 April 2021
Author	Chloe Watson, Accounts Payable
Authorising Officer	Natalie Bird, Finance Manager
Attachments <ol style="list-style-type: none"> 1. Schedule of Payments - May 2021 2. Corporate Credit Card Statements April 2021 	

Summary

FUND VOUCHERS AMOUNT

EFT 3140 to 3225	\$336,366.70
Direct Debits 8463 to 8466	\$86,399.71
Cheque 15242 (missed from April report)	\$602.97
Cheques 15243-15250	\$10,172.86
Payroll 6463 & 6488	\$89,616.00
Super DD13270 & 13288	\$16,464.41
TOTAL	\$539,622.65

Voting Requirements

Simple Majority

Cr Chester left the meeting at 4.43 pm



OFFICERS' RECOMMENDATION

That the Council:

Approve vouchers from the Municipal Fund and Trust Fund as detailed:

EFT 3140 to 3225	\$336,366.70
Direct Debits 8463 to 8466	\$86,399.71
Cheque 15242 (missed from April report)	\$602.97
Cheques 15243-15250	\$10,172.86
Payroll 6463 & 6488	\$89,616.00
Super DD13270 & 13288	\$16,464.41
TOTAL	\$539,622.65

RESOLUTION 360

Moved Cr Barratt seconded Cr Wilkes that the officer's recommendation be adopted.

***CARRIED 5/0
Simple majority***

Cr Chester entered the meeting at 4.46 pm



9.2 FINANCIAL REPORT FOR MAY 2021

File Reference	Not Applicable
Disclosure of Interest	Nil
Applicant	Shire of Goomalling
Previous Item Numbers	No Direct
Date	10 June 2021
Author	Natalie Bird, Finance Manager
Authorising Officer	Natalie Bird, Finance Manager
Attachments	
1. Monthly Financial Report to 31 May 2021	

Summary

In accordance with the *Local Government (Financial Management) Regulations 1996*, to follow is the presentation of the Monthly Financial Reports to Council.

Background

Monthly Financial Reports are to be presented to Council and are to be received by Council resolution.

Statutory Environment

Local Government Act 1995 – Section 6.4 (as amended)
Local Government (Financial Management) Regulations 1996 – Clause 34 and 35

Policy Implications

No specific policy regarding this matter.

Financial Implications

Ongoing management of Council funds

Strategic Implications

Shire of Goomalling Community Strategic Plan 2019-2028	
4.1.4	Provide reporting processes in a transparent, accountable and timely manner

Voting Requirements

Simple Majority



OFFICERS' RECOMMENDATION

That the Council:

1. Receive the Monthly Financial Report to 31 May 2021

RESOLUTION 361

Moved Cr Wilkes seconded Cr Butt that the officer's recommendation be adopted.

***CARRIED 6/0
Simple majority***



9.3 DELEGATIONS

File Reference	
Disclosure of Interest	Nil
Applicant	Shire of Goomalling
Previous Item Numbers	No Direct
Date	8 June 2021
Author	Peter Bentley – Chief Executive Officer
Authorising Officer	Peter Bentley – Chief Executive Officer
Attachments 1. Revised Delegations and Authorisations.	

Summary

Council is required to review the Delegations Register at least once in each year. The attached Delegations and Authorisations need to be adopted by the Council.

Background

Section 5.18 of the *Local Government Act 1995*, requires a local government to keep a Register of Delegations and review the delegations at least once every financial year. The aim of delegated authority is to assist with improving the time taken to make decisions subject to any constraints determined by Council or by the relevant legislation. The Delegations Register is consistent with the Shire’s Community Strategic Plan directions, including its obligations at law to carry out the statutory responsibilities of Local Government.

The Register identifies the relevant document(s) from which the delegated authority is derived, including legislation and policies. This has been provided to enable cross-referencing between the delegations and other relevant documents.

Consultation

The CEO has taken advice from an independent consultant on a desktop review basis to ensure that the objectives of the rehabilitation plan are achievable.

Statutory Environment

- *Local Government Act 1995 (As Amended)*

5.41. Functions of CEO

The CEO’s functions are to —

- (a) *advise the council in relation to the functions of a local government under this Act and other written laws; and*
- (b) *ensure that advice and information is available to the council so that informed decisions can be made; and*
- (c) *cause council decisions to be implemented; and*



- (d) manage the day to day operations of the local government; and
- (e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and
- (f) speak on behalf of the local government if the mayor or president agrees; and
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- (h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- (i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
 - (a) this Act other than those referred to in section 5.43; or
 - (b) the Planning and Development Act 2005 section 214(2), (3) or (5).

* Absolute majority required.

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

[Section 5.42 amended: No. 1 of 1998 s. 13; No. 28 of 2010 s. 70.]

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority of the council;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

[Section 5.43 amended: No. 49 of 2004 s. 16(3) and 47; No. 17 of 2009 s. 23; No. 16 of 2019 s. 23.]



5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
 - (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
 - (b) the exercise of that power or the discharge of that duty by the CEO's delegate,are subject to any conditions imposed by the local government on its delegation to the CEO.
- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.
- (5) In subsections (3) and (4) —
conditions includes qualifications, limitations or exceptions.

[Section 5.44 amended: No. 1 of 1998 s. 14(1).]

5.45. Other matters relevant to delegations under this Division

- (1) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —
 - (a) a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and
 - (b) any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.
- (2) Nothing in this Division is to be read as preventing —
 - (a) a local government from performing any of its functions by acting through a person other than the CEO; or
 - (b) a CEO from performing any of his or her functions by acting through another person.

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.



Policy Implications

Council does not have a specific policy regarding Delegations beyond the delegations themselves.

Financial Implications

Nil

Strategic Implications

Shire of Goomalling Community Strategic Plan 2019-2028	
4.2.2	Promote a culture of continuous improvement processes and resource sharing
4.2.3	Use resources efficiently and effectively
4.2.4	Recruit and retain suitably qualified, experienced and skilled staff and Elected Members
4.2.6	Provide responsive high-level customer service

Comment/Conclusion

The Delegated Authority Register 2020/21, was presented to Council in May 2020 and shows delegations loosely grouped by area and contains delegations from the Council to CEO, authorisations from Council to its other Officers and authorisations from the CEO to other staff.

The following definitions are provided to explain the variance between the Sections.

Delegation from the Council to the CEO – Are instances where the Council delegates the undertaking of certain roles and responsibilities to the CEO.

Authorisation by Council – Are instances when an officer or class of officers is formally authorised to act on behalf of the local government in respect to policing specific legislation and the legislation requires that the authorisation be provided by the local government rather than or in addition to the Chief Executive Officer. This applies only to legislation other than that related directly to the *Local Government Act 1995*, for the *Bush Fires Act 1954*.

Authorisations by Chief Executive Officer – Are instances where an officer or class of officer is authorised to take relevant action in relation to a specific legislation, regulation or local law. This is an executive function of the Chief Executive Officer in relation to the *Local Government Act 1995* and in other Acts the Chief Executive Officer is empowered to authorise individuals or classes of employees.

It should be noted that powers cannot be delegated to individual elected members, except in the case of the President as specified in the *Bush Fires Act 1954* (currently under review). A delegation to elected members can only be made to a committee and then the committee must comply with the requirements of the *Local Government Act 1995* where a delegated authority exists.

Voting Requirements

Simple Majority



OFFICERS' RECOMMENDATION

That the Council:

Adopt the Delegated Authority Register 2021/2022, as presented.

RESOLUTION 362

Moved Cr Barratt seconded Cr Butt that the officer's recommendation be adopted.

***CARRIED 6/0
Simple majority***



Comment/Conclusion

Mr Simpson is currently incarcerated and it is highly unlikely that he will be released anytime soon making the chances of council recovering any of these infringements and fees extremely doubtful.

Voting Requirements

Absolute Majority

OFFICERS' RECOMMENDATION

That the Council:

1. Write off the two infringements totalling \$500.00 as outlined for Mr Jason Simpson.

RESOLUTION 363

Moved Cr Chester seconded Cr Sheen that the officer's recommendation be adopted.

***CARRIED 6/0
Simple majority***



9.5 WASTE CONTRACT

File Reference	151.1
Disclosure of Interest	Nil
Applicant	Avon Waste
Previous Item Numbers	No Direct
Date	8 June 2021
Author	Peter Bentley – Chief Executive Officer
Authorising Officer	Peter Bentley – Chief Executive Officer
Attachments	1.

Summary

Council to consider an extension to the Waste Removal Contract to coincide with the expiry of the Recycling Contract.

Background

On the 26th March 2018 Council signed a contract with Stondon Pty Ltd trading as Avon Waste, for the collection of general waste as outlined within the contract. The term of that contract was for three years ending at 30 June 2021. The contract will expire on June 30 and the Council will either need to extend the contract with the agreement of Avon Waste or go to tender or quote for waste services.

At the inception of the contract, Avon Waste agreed to remove waste from the agreed locations at a rate of \$1.83 per collection per week with an agreed travel component of \$139.60 per week Ex GST.

Consultation

The CEO has had a discussion with Avon Waste with regard to the possible extension of the contract.

Statutory Environment

- *Local Government Act 1995*

Policy Implications

Council has no specific policy related to the Waste Contract.

Financial Implications

The extension of the contract will fall below the existing tender requirements. The cost will be as per the previous contract with the provision of CPI increases.



Strategic Implications

Shire of Goomalling Community Strategic Plan 2019-2028	
4.2.1	Operate in a financially sustainable manner
4.2.3	Use resources efficiently and effectively
4.2.6	Provide responsive high-level customer service
3.1.6	Protect the integrity of the ecosystems of our waterways
3.1.5	Encourage the use of recycled materials and create a zero waste culture amongst the community

Comment/Conclusion

The waste contract has operated well with little or no problems over the three-year term. In discussions with Avon Waste, the CEO canvassed the potential term and rate for any extension. Avon Waste has indicated that the extension could be for four years or for a 2 year + 2-year option. The rate suggested by Avon Waste was the current rate of \$1.83 plus CPI increases yearly. At 1.5% this would increase the rate to \$1.86 for the 2022 financial year.

This rate is comparable with the rates being charged to other councils in a similar situation.

Council has the opportunity to extend for two years and decide whether to again do so at that time, extend for the full four years, which would be better put to tender, or Council could seek quotations or go to tender and ask Avon Waste to extend for a short term.

The terms of the extension offered are reasonable and it would be preferable that if going to tender for waste services, that this be done in tandem with recycling services to maximise the potential work available for a contractor. Recycling Services remain with Avon Waste until 30th June 2025.

Voting Requirements

Simple Majority



OFFICERS' RECOMMENDATION

That the Council:

1. Delegate Authority to the CEO to enter into a contract extension for a further two years with Avon Waste for the provision of rubbish services by exchange of letters;
2. That the terms of the contract be unchanged except for the provision for CPI increases to the lift rate and the travel component for the two years of the extension;
3. At the discretion of the Council and Avon Waste, review the contract extension at its expiry date and ascertain whether to continue the contract extension to the expiry date of the Recycling Contract.

RESOLUTION 364

Moved Cr Chester seconded Cr Sheen that the officer's recommendation be adopted.

***CARRIED 6/0
Simple majority***



9.6 PLANNING SERVICES

File Reference	5.1
Disclosure of Interest	Nil
Applicant	Shire of Goomalling
Previous Item Numbers	No Direct
Date	13 April 2021
Author	Peter Bentley – Chief Executive Officer
Authorising Officer	Peter Bentley – Chief Executive Officer
Attachments	1.

Summary

Council to consider using an alternative planning service to be provided by a private consultant.

Background

For some time now the Shire of Goomalling has utilised the Shire of Toodyay as its planning consultant. This was due to Council struggling to find an alternative contractor to provide this service. Recently the Manager of Planning Services at the Shire of Toodyay met with the CEO to advise that Toodyay was no longer in a position to offer these services due to his resignation.

While the use of the Shire of Toodyay came with some problems, over time these were reasonably well resolved. With the advent of the Shire of Toodyay withdrawing the service, council will need to find an alternative method of delivering planning services to the community.

Consultation

Kobus Nieuwoudt - Manager Planning & Development - Shire of Toodyay
 Mr Steve Thompson – Principal – Edge Planning Consultants

Statutory Environment

Local Government Act (1995)

Policy Implications

Council has no specific policy related to the employment of a planning consultant

Financial Implications

Hourly rate discussed in detail in the comments section, cost is likely to be in the vicinity of \$20,000 annually. This would escalate where Councils Planning Scheme requires significant change.



Strategic Implications

Shire of Goomalling Community Strategic Plan 2019-2028	
1.2.6	Provide to the community quality regulatory services
4.2.1	Operate in a financially sustainable manner
4.2.4	Recruit and retain suitably qualified, experienced and skilled staff and Elected Members
4.2.6	Provide responsive high-level customer service

Comment/Conclusion

The CEO has made contact with Mr Steve Thompson of Edge Planning and Property and had some discussions with regard to providing planning services to the Shire of Goomalling. Mr Thompson operates out of Albany and has significant experience working with country local governments both as a staff member and as a planning consultant.

I have attached a copy of the company's profile and Mr Thompson's credentials as a planner.

Edge Planning & Property are a boutique town planning consultancy which provides services in urban and regional planning to landowners, developers, not-for-profits, local government and State Government agencies throughout Western Australia. Edge are a WALGA preferred supplier for town planning and related services, are on the Development WA panel, and predominantly work in regional Western Australia.

Edge Planning & Property comprises of Corinne and Steve Thompson. The consultancy was established in 2008. The aim of Edge Planning & Property is to offer professional, hands-on, pragmatic, strategic and insightful advice.

As Senior Partner, Steve has 30 years of diverse planning experience. This includes executive level planning roles with regionally based local governments, international project management experience, working with large multi-disciplinary teams on major development and planning initiatives, but also individually undertaking small bespoke projects.

Edge Planning & Property hold all necessary insurances including professional indemnity and public liability with details available on request.

As mentioned above, most of Steve's experience is in regional Western Australia with a considerable amount of work for small local government authorities. Accordingly, I believe that he understands the sensibilities of non-metropolitan communities and recognises the often limited financial and human resources they have available to overcome challenges and realise opportunities.



Steve is currently the Consultant Planner for the Shires of Boddington, Cuballing, Denmark, Exmouth, Nannup and Pingelly. Some of the services he provides to these authorities include:

- Statutory planning (assessing development applications, subdivision applications, scheme amendments, structure plans and land administration matters etc.);
- Provision of advice to community members, State Government agencies and other stakeholders;
- Policy and strategy development;
- Preparing subdivision applications (for Shire land), scheme amendments and submissions;
- Reviewing and preparing local planning strategies and local planning schemes;
- Assistance with natural resource management, servicing, economic development, heritage and urban design initiatives; and
- Project management and advice.

Edge Planning & Property also provide a range of project services to regional local government authorities including preparing local planning strategies, local planning schemes, structure plans, management plans and local planning policies.

Some of the local governments they have or continue to provide project services to include the Shires of Augusta-Margaret River, Beverley, Boyup Brook, Brookton, Broomehill-Tambellup, Carnarvon, Collie, Coorow, Dandaragan, Donnybrook-Balingup, Esperance, Gnowangerup, Jerramungup, Katanning, Kojonup, Manjimup, Ravensthorpe, Waroona, Woodanilling and the cities of Albany, Busselton and Karratha.

Edge's stated approach is to encourage good development in good locations, to be an 'enabler' of proposals and to increasingly focus planning resources on matters where it adds value and complements Council's vision set out in the Strategic Community Plan. Where possible, they encourage proponents to address and work through matters upfront with the Shire administration and Edge as planners, so proposals will comply with Council policies, statutory requirements and good planning outcomes.

In summary, Edge Planning & Property should provide the Council with an effective, efficient, responsive and value for money planning services. If appointed, Steve will be the planner who will undertake the planning services for the Shire. Edge do not delegate work to junior staff as sometimes occurs in larger consultancies. The benefit of his experience and knowledge is applied to all aspects of our work. This provides the Shire an assurance that there is an experienced planner involved in the day-to-day provision of planning services or progressing and finalising projects.

Edge is interested and has the capacity to provide on-going consultant planning services to the Shire of Goomalling. Based on our past discussions, there would be a handful of hours on average each week for day to day planning services. At other times, there may be additional planning work associated with strategic projects or major/complex applications.



Edge Planning & Property is committed to providing professional services that represent value for money, and the consultancy offers competitive fees and provides 'value for money' professional service.

Edge Planning & Property has offered its services to the Shire of Goomalling at the rate of \$110/hour for operational planning and project work. This compares favourably with rates charged through the WALGA Preferred Supplier program and other consultancies (up to \$163/hour).

Vehicle travelling expenses per km would be 85c per km with the travel time hourly rate of \$87.00.

To assist in keeping costs down for Council, Edge has proposed an arrangement where costs to travel between Albany – Goomalling and return are capped at \$500 + GST per trip in 2020/2021. This includes travel time and vehicle operating costs. This reduced cost would apply for two visits per financial year. For additional visits, they would be negotiated with the Shire. At times, there may be scope to share travel expenses with other Edge Planning & Property clients and visits in the Wheatbelt, Perth or the Mid-West.

The above offer is a significant reduction compared to the WALGA Preferred Supplier program for Town Planning and Related Services rates.

To keep costs down, our offer to provide consultant planner services includes the following assumptions:

- Most of the work/service delivery is undertaken remotely (from Albany) using emails, phone calls, MS Teams or similar, and other forms of communication to assist in providing an efficient planning outcome;
- The Shire will work in partnership to achieve effective and efficient outcomes including providing administrative support such as entering data for schedule of submissions, as required undertaking site visits, and following up on compliance with development/subdivision conditions;
- The Shire provides accommodation when I am in Goomalling – this could be a shared arrangement with Shire staff or other arrangements to the satisfaction of the Shire;
- Hourly rates and associated travel expenses are adjusted on 1 July to reflect the Consumer Price Index;
- Any Shire authorised disbursements are charged at cost; and
- Edge Planning & Property are responsible for meeting the cost of the WALGA rebate of 2% associated with the Preferred Town Planner and Related Services supplier contract.

The arrangement for on-going consultant planner services could be on an 'as required' basis or formalised through a contract. This could be with a view to providing a long term working arrangement which is to the satisfaction of the Shire and Edge Planning & Property.

Edge Planning & Property are not undertaking work for private sector clients in the Shire of Goomalling. Accordingly, it is considered that there are no perceived, potential or actual conflicts of interest within the district in undertaking services for the Shire.

P R E S I D E N T _____

D A T E _____



Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That the Council:

1. Delegate authority to the CEO to engage Mr Steve Thompson of Edge Planning and Property to provide planning services to the Shire of Goomalling.

RESOLUTION 365

Moved Cr Sheen seconded Cr Barratt that the officer's recommendation be adopted.

***CARRIED 6/0
Simple majority***



9.7 APPLICATION OF COMMON SEAL – DEPARTMENT OF TRANSPORT AGREEMENTS

File Reference	101
Disclosure of Interest	Nil
Applicant	Department of Transport
Previous Item Numbers	No Direct
Date	10 June 2021
Author	Tahnee Bird, Community Development Officer
Authorising Officer	Peter Bentley – Chief Executive Officer
Attachments	NIL

Summary

The purpose of the report is to endorse affixation of the Shire of Goomalling Common Seal to DOT751621 Agreement for Provision of Licensing Services & DOT751621 Agreement for the Provision of Non-Road Law Functions to validate the agreements and ensure continuity of licensing services within the Shire of Goomalling.

Background

Renewal of licensing contract was received 24 May 2021 including two updated agreements for the provision of licensing services and non-road law functions.

The Common Seal is to be affixed to validate the two agreements:

- DOT751621 Agreement for Provision of Licensing Services
- DOT751621 Agreement for the Provision of Non-Road Law Functions

Consultation

No consultation was carried out

Statutory Environment

Road Traffic (Administration) Act 2008
Local Government Act 1995

Policy Implications

There is no specific policy relating to this matter

Financial Implications

There are no specific financial implications relating to this matter

Strategic Implications

Shire of Goomalling Community Strategic Plan 2019-2028	
1.2.6	Provide to the community quality regulatory services



Comment/Conclusion

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That the Council:

Endorse the affixing of the Common Seal to two agreements with the Department of Transport:

- DOT751621 Agreement for Provision of Licensing Services
- DOT751621 Agreement for the Provision of Non-Road Law Functions

RESOLUTION 366

Moved Cr Chester seconded Cr Butt that the officer's recommendation be adopted.

***CARRIED 6/0
Simple majority***



10. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11. NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL

Nil

12. MATTERS BEHIND CLOSED DOORS

The meeting be closed to the public in accordance with section 5.23 Local Government Act 1995, 5.5.23(2))

- Matters affecting employee(s)
- Personal affairs of any person(s), including financial and/or commercial contracts
- Commercial Confidentiality
- Legal advice/matters
- Public safety/security matters where public knowledge may be prejudicial.

13. INFORMATION BULLETIN

RESOLUTION 367

Moved Cr Barratt seconded Cr Wilkes information bulletin be received.

***CARRIED 6/0
Simple majority***

14. MEETING CLOSURE

The Shire President thanked everyone for their attendance at today's meeting and declared the meeting closed at 5.06 pm