



# Disclaimer

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**Disclaimer**

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# SHIRE OF QUAIRADING

The Ordinary Council Minutes of Meeting held on Thursday 27<sup>th</sup> September 2018 commencing at 2.12 pm.

## ITEM 1 OPENING & ANNOUNCEMENTS

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The Shire President opened the Meeting at 2.12 pm.

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

Cr Davies welcomed the Councillors, Staff and Mr John Haythornthwaite to the meeting.

## ITEM 2 ATTENDANCE AND APOLOGIES

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### Councillors

Cr WMF Davies	Shire President
Cr LR Brown	
Cr JN Haythornthwaite	
Cr WE Shenton	
Cr PD Smith	
Cr TJ Stacey	

### Council Officers

Mr GA Fardon	Chief Executive Officer
Mr AJ Merillo	Executive Manager of Corporate Services
Mr A Rourke	Executive Manager of Works & Services
Mr RM Bleakley	IPR/Strategic Projects Officer
Mrs A Strauss	Executive Officer

### Observers/Visitor

Mr John Haythornthwaite

### Apologies

Nil.

### Leave of Absence Previously Granted

Cr B McGuinness: 10<sup>th</sup> September 2018 to 5<sup>th</sup> October 2018 (inclusive).

### Leave of Absence

Cr J McRae: 27<sup>th</sup> September 2018 (Passed by this Meeting in Item 5.1).

**ITEM 3 PUBLIC QUESTION TIME**

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**Mr John Haythornthwaite**Question

23530 & 23545: Truckline – Truck Liftech Ramp. What are the ramps for and why are there two purchases?

Response

The Executive Manager of Works & Services advised that the Ramps are for the servicing of Council's Trucks which have different Wheel / Axle configurations.

Question

EFT5775 – Avon Valley Nissan. 120,000km Service Q633. Is the 120,000 km service correct as this seems to be a high number of kilometres for a Council utility?

Response

The Executive Manager of Works & Services confirmed that this was the correct description of the Service and that the utility was purchased in 2009.

Question

Page 88 – GL0093 Penalty Interest. What is this for?

Response

The CEO advised that Council has budgeted for the Amount of \$14,000 in Income from the Penalty Imposed on Outstanding Rates. Mr Fardon further advised that the Income amount received would increase throughout the Year and that the Interest Charge occurs on all existing Rates in Arrears and all Unpaid Rates after the 35 Day Rate Payment Period.

Question

Agenda Page 132 – 189 – Policies. Will the Policies be made available to the Public?

Response

The CEO advised that the Policies would be made available to the Public following Council considering and adopting the Policies.

Comment

The Water tank is not on the Corner of Bulyee Road and Haythornthwaite Road but located at a T junction.

Response

Comment Noted.

Question

Will the Employee Loyalty Payment Scheme for new Employees be addressed again?

Response

The CEO advised that the review of the Employee Loyalty Scheme had not been included in the Draft Budget discussions this year, however the issue would be further investigated and reported to Council in due course.

**ITEM 4 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / PETITIONS**

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Nil.

## ITEM 5 APPLICATIONS FOR LEAVE OF ABSENCE

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### 5.1 Application for Leave of Absence – Cr McRae

An Application for Leave of Absence has been received from Cr McRae for the 27<sup>th</sup> September 2018 Council Meeting.

**RESOLUTION: 32-18/19**

**MOVED Cr Brown SECONDED Cr Shenton**

That Cr McRae be granted Leave of Absence from the 27<sup>th</sup> September 2018 Council Meeting.

**CARRIED 6/0**

## ITEM 6 DECLARATIONS OF INTEREST

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Councillors to use pro forma declaration of interest handed to Chief Executive Officer prior to meeting or verbal declaration of interest.

Nil, at this time.

## ITEM 7 CONFIRMATION OF MINUTES AND BUSINESS ARISING

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### 7.1 Confirmation of Minutes – 30<sup>th</sup> August 2018

**RESOLUTION: 33-18/19**

**MOVED Cr Smith SECONDED Cr Stacey**

That the Minutes of the Ordinary Meeting of Council held on the 30<sup>th</sup> August 2018 be confirmed as a true and accurate record subject to the following correction in Item 9.1 accounts for Payments – July 2018

**From**

3. That fund transfers to Corporate Credit Card for June 2018 totalling \$4,645.72 be received on the 31 July 2018 (Attachment 9.1.3); and

**To**

3. That fund transfers to Corporate Credit Card for June 2018 totalling \$1,856.16 be received on the 31 July 2018 (Attachment 9.1.3); and

**CARRIED 6/0**

**Explanation**

Administration has identified that the incorrect Credit Card Transaction Total was in the Officer's Report and the Minutes. The Amount totalling \$1,856.16 was the correct amount supported by the Credit Card Statement included in the August 2018 Council Agenda.

## 7.2 Confirmation of Minutes – 6<sup>th</sup> September 2018

**RESOLUTION: 34-18/19**

**MOVED Cr Smith SECONDED Cr Shenton**

That the Minutes of the Special Meeting of Council held on the 6<sup>th</sup> September 2018 be confirmed as a true and accurate record.

**CARRIED 6/0**

## 7.3 Business Arising

Nil.

ITEM 8      MATTERS FOR CONSIDERATION – BUILDING AND TOWN PLANNING

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*No matters for consideration.*



## ITEM 9 MATTERS FOR CONSIDERATION – FINANCE & AUDIT

### 9.1 Accounts for Payment – August 2018

<b>Meeting Date</b>	27 <sup>th</sup> September 2018
<b>Responsible Officer</b>	EMCS Tony Merillo
<b>Reporting Officer</b>	EMCS Tony Merillo
<b>Attachments</b>	August 2018 Accounts
<b>Owner/Applicant</b>	Shire of Quairading
<b>Disclosure of Interest</b>	Nil

#### MATTER FOR CONSIDERATION

Note the accounts paid during August 2018

#### 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 2018/2019 Budget.

#### STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

**Governance Objective: Strong governance and community engagement**

ITEM	OUTCOMES AND STRATEGIES
G1	Robust Integrated Planning and Reporting (IPR)
G1.1	Continual improvement in IPR, transparency and accountability

#### COMMUNITY CONSULTATION

Nil

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

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

Health – Low Risk

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

Operation – Low Risk

Natural Environment – Low Risk.

**EXECUTIVE SUMMARY/COMMENT**

Payments are per attached schedules 9.1 1/2/3

**OFFICER RECOMMENDATION**

**RESOLUTION: 35-18/19**

**MOVED Cr Brown SECONDED Cr Haythornthwaite**

That Council note the following:

1. That Schedule of Accounts covering Municipal Vouchers 23521 to 23555 & EFT5690 to EFT5807 & DD13117.1.1 to DD113117.11 & DD13118.1 to DD13118.10 totalling \$535,204.25 be received; and
2. That Police Licensing payments for the month of August 2018 totalling \$41,090.95 be received on the 27 September 2018 (Attachment 9.1.2); and
3. That fund transfers to Corporate Credit Card for July 2018 totalling \$1,796.27 be received (Attachment 9.1.3); and.
4. That Payroll payments for the month August 2018 totalling \$168,441.76 be received; and
5. That fund transfers from Trust account to Municipal account for August 2018 totalling \$2,241.70 be received; and.
6. That the Lease payment for the month of August on the CESM Vehicle totalling \$1,775.97.

**CARRIED 6/0**

## 9.2 Fund Balance Report – August 2018

Meeting Date 27<sup>th</sup> September 2018

Responsible Officer EMCS Tony Merillo

Reporting Officer EMCS Tony Merillo

Attachments Reconciliation Reports

Owner/Applicant Shire of Quairading

Disclosure of Interest Nil

### MATTER FOR CONSIDERATION

Reconciled Cash Financial Position as at 31<sup>st</sup> August 2018.

### BACKGROUND

The Municipal, Cash Backed Reserves and Trust Accounts shown here as at 31<sup>st</sup> August 2018, are provided to inform Council of its Cash Financial Position as at that date.

<u>Account</u>	<u>Statement</u> <u>Balance</u>		<u>Reconciliation</u> <u>Balance</u>
<b>Municipal A/c</b> Acc: 000001	\$1,044,554.42	Reconciled Municipal Balance	<b>\$1,346,995.66</b>
<b>At Call - Invest.</b> Acc:128224	\$240,000.00	(Plus Outstanding Payments)	<b>\$11,922.90</b>
<b>Childcare Centre</b> Acc:150827	\$37,467.94	(Less Outstanding Deposits)	<b>(\$245.25)</b>
<b>Medical A/c</b> Acc: 111529	\$34,868.70	(Less Outstanding Transport)	<b>(\$1,782.25)</b>
<b>Total Municipal</b>	<b><u>\$1,356,891.06</u></b>		<b><u>\$1,356,891.06</u></b>
<b>T/Deposit-Reserve</b> Acc: 38639	\$450,000.00		
<b>At Call – Reserve</b> Acc: 129083	\$51,936.44		
<b>T/Deposit-Reserve</b> Acc: 149105	\$1,334,452.95		
<b>T/Deposit-Reserve</b> Acc: 160427	\$460,134.61		
<b>T/Deposit-Reserve</b> Acc: 1604065	\$410,000.00		
<b>Total Reserves</b>	<b><u>\$2,706,524.00</u></b>		<b><u>\$2,706,524.00</u></b>
<b>Trust A/c</b>	\$87,784.50	Trust General Ledger	\$87,984.50
	\$200	Plus Outstanding Deposits	\$0
	\$0	Less Outstanding Transfers	\$0
<b>Police Licensing</b>	\$1,782.25		\$1,782.25
<b>Total Trust</b>	<b><u>\$89,766.75</u></b>		<b><u>\$89,766.75</u></b>
	<b><u>\$4,153,181.81</u></b>		<b><u>\$4,153,181.81</u></b>

### STATUTORY ENVIRONMENT

Forms part of the Financial Management Reg 34(2)(a)

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027****Governance Objective: Strong governance and community engagement**

ITEM	OUTCOMES AND STRATEGIES
G1	Robust Integrated Planning and Reporting (IPR)
G1.1	Continual improvement in IPR, transparency and accountability

**COMMUNITY CONSULTATION**

Nil

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

Financial - Low Risk – Accounting and Reconciliation conducted in accordance with Council's Financial Management Procedures and acting in accordance with Local Government Accounting Regulations.

Health – Low Risk

Reputation – Low Risk

Operation – Low Risk

Natural Environment – Low Risk.

**EXECUTIVE SUMMARY/ COMMENT**

Fund Balances for the Period ending 31<sup>st</sup> August 2018 as stated above.

**OFFICER RECOMMENDATION****RESOLUTION: 36-18/19****MOVED Cr Haythornthwaite SECONDED Cr Smith**

That Council note the Reconciled Fund Balances for the period ending 31<sup>st</sup> August 2018.

**CARRIED 6/0**

### 9.3 Financial Information – Statements of Income and Expenditure for the Period Ending – 31<sup>st</sup> August 2018

<b>Meeting Date</b>	27 <sup>th</sup> September 2018
<b>Responsible Officer</b>	EMCS Tony Merillo
<b>Reporting Officer</b>	EMCS Tony Merillo
<b>Attachments</b>	Financial Statements
<b>Owner/Applicant</b>	Shire of Quairading
<b>Disclosure of Interest</b>	Nil

#### MATTER FOR CONSIDERATION

To receive the monthly Financial Report and Statements for Financial Activity

#### BACKGROUND

Council resolved in October 2000 (Minute Number 071-00/01) to receive Financial Statements in the required Statutory format.

#### STATUTORY ENVIRONMENT

Amendments to the regulations, gazetted on the 31<sup>st</sup> March 2005 and effective from the 1<sup>st</sup> July 2005, have repealed the existing regulations (34 and 35) relating to monthly and quarterly / triannual financial reports.

They have been substituted in accordance with a new Regulation 34. This new regulation only 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 new regulations require Local Government to prepare each month a statement of financial activity as per attachment. This statement is intended to report on the sources and application of funds highlighting variances to budget for the month in question.

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Nil

#### STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

**Governance Objective: Strong governance and community engagement**

ITEM	OUTCOMES AND STRATEGIES
G1	Robust Integrated Planning and Reporting (IPR)
G1.1	Continual improvement in IPR, transparency and accountability

#### COMMUNITY CONSULTATION

Nil

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

Financial - Low Risk – Comprehensive Monthly Financial Reports in accordance with the Local Government's Financial Regulation 34 including individual schedules on each budget line item provided to Council for analysis.

Health – Low Risk

Reputation – Low Risk

Operation – Low Risk – Level verified through Council Financial Audits.

Natural Environment – Low Risk.

**EXECUTIVE SUMMARY/COMMENT**

Schedules in the normal format also accompany the required documentation to assist with the interpretation for fund movements and variations.

Financial Statements for the period ending 31<sup>st</sup> August 2018 follow.

**OFFICER RECOMMENDATION**

**RESOLUTION: 37-18/19**

**MOVED Cr Stacey SECONDED Cr Brown**

That Council receive the Financial Statements for the period ending 31<sup>st</sup> August 2018.

**CARRIED 6/0**

## 9.4 Financial Statements – Variation to Budget by Percentage or Value – 31<sup>st</sup> August 2018

<b>Meeting Date</b>	27 <sup>th</sup> September 2018
<b>Responsible Officer</b>	EMCS Tony Merillo
<b>Reporting Officer</b>	EMCS Tony Merillo
<b>Attachments</b>	Statement of Financial Activity and Variations Report
<b>Owner/Applicant</b>	Shire of Quairading
<b>Disclosure of Interest</b>	Nil

### MATTER FOR CONSIDERATION

To review all Financial Activity for material variances greater than both 10% and \$10,000.00 to Budget.

### BACKGROUND

Under the requirements of regulation 34 Council is to each financial year adopt a percentage or value for reporting material variances.

At the Ordinary Meeting of Council held 26<sup>th</sup> July 2018 under Budget Adoption resolution 7-18/19 it was moved to report on any material “**Variations of \$10,000.00 AND Greater than 10%**”. Council will continue to include in the Adopted Annual Budget the material variation limits to be reported on. Any member of Council is still able to request clarification of any variation they may have a concern with.

### STATUTORY ENVIRONMENT

Regulation 34 Financial Activity s. 6.4

(1) A Local Government is to prepare each month a statement of financial activity reporting on the sources and application of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail-

Item (5) covers the variances and states that each financial year; a Local Government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

Nil

### STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

**Governance Objective: Strong governance and community engagement**

ITEM	OUTCOMES AND STRATEGIES
G1	Robust Integrated Planning and Reporting (IPR)
G1.1	Continual improvement in IPR, transparency and accountability

### COMMUNITY CONSULTATION

Nil

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

Financial - Low Risk - Adopted Risk Management Policy and Risk Management Framework in Place. Comprehensive Reporting on Material Variances in accordance with the Local Government's Financial Regulation 34 and as Adopted Annually by Council.

Health – Low Risk

Reputation – Low Risk

Operation – Low Risk

Natural Environment – Low Risk.

**EXECUTIVE SUMMARY/COMMENT**

As detailed in variation report attached.

**OFFICER RECOMMENDATION**

**RESOLUTION: 38-18/19**

**MOVED Cr Smith SECONDED Cr Stacey**

That Council note the Variation to Budget by Percentage and Value noted on the Financial Statements and reported on for the period ending 31<sup>st</sup> August 2018.

**CARRIED 6/0**



## 9.5 Audit and Risk Committee Meeting Minutes – 11<sup>th</sup> September 2018

<b>Meeting Date</b>	27 <sup>th</sup> September 2018
<b>Responsible Officer</b>	EMCS Tony Merillo
<b>Reporting Officer</b>	Senior Finance Officer Jenna Bavin
<b>Attachments</b>	Audit & Risk Committee Meeting Minutes
<b>Owner/Applicant</b>	Shire of Quairading
<b>Disclosure of Interest</b>	Nil.

### MATTER FOR CONSIDERATION

Minutes of the Audit & Risk Committee Meeting - Recommendation to Council.

### BACKGROUND

The Audit and Risk Committee Meeting was held on the 11<sup>th</sup> September 2018 from which there was three (3) Recommendations for Council's Consideration, namely: -

RESOLUTION: AR2-18/19

RESOLUTION: AR3-18/19

RESOLUTION: AR4-18/19

### STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Audit) Regulations 1996.

### POLICY IMPLICATIONS

Nil.

### FINANCIAL IMPLICATIONS

Nil.

### STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

**Governance Objective: Strong governance and community engagement**

ITEM	OUTCOMES AND STRATEGIES
G1	Robust Integrated Planning and Reporting (IPR)
G1.1	Continual improvement in IPR, transparency and accountability

### COMMUNITY CONSULTATION

N/A.

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

Financial – N/A

Health – N/A

Reputation – N/A

Operation – N/A

Natural Environment – N/A.

**EXECUTIVE SUMMARY/COMMENT**

Minutes of the 11<sup>th</sup> September 2018 Meeting of the Audit and Risk Committee include three (3) Recommendations to Council.

**OFFICER RECOMMENDATION****RESOLUTION: 39-18/19****MOVED Cr Haythornthwaite SECONDED Cr Smith**

That Council receive the Minutes of the Audit & Risk Committee for its Meeting of 11<sup>th</sup> September 2018.

**CARRIED 6/0**

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

**Internal Audit – Scope and Toolkit****RESOLUTION: 40-18/19****MOVED Cr Stacey SECONDED Cr Brown**

*RESOLUTION: AR2-18/19*

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

1. The Internal Audit Toolkit be introduced to assist with the Internal Audit Function and to be undertaken by Council Administration.
2. The Executive Staff continue to investigate any additional resources available (including Training) or collaborative approaches to assist the Committee to fulfil its Statutory Requirements.

**CARRIED 6/0****Policy Review****RESOLUTION: 41-18/19****MOVED Cr Haythornthwaite SECONDED Cr Smith**

*RESOLUTION: AR3-18/19*

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

1. Council revoke the attached List of 92 Policies (excluding Policies 7.1(Ref 54): Financial Responsibilities – Sporting Club/ Council Occupancy Agreements and 7.2 (Ref 55): Damage to Council Buildings and Facilities); and
2. Council revoke Policy 10.6 (Ref 91) "Homestead Lot Policy" pursuant to Clause 6(b) of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (Deemed Provisions)
3. Council adopt the 14 Revised Policies as listed (with the following minor changes): -
  - FIN.1 Investment Policy
  - FIN.2 Purchasing Policy
  - FIN.3 Significant Accounting Policies
  - Change "No" to "Not" in the Depreciation Rates table.*
  - FIN.4 Corporate Credit Card Policy
  - G.2 Legal Advice Policy
  - G.4 Member Policy - Council Forums

*Continues on next page*

INF.1 Asset Management Policy

INF.2 Private Entrances - Pipe Crossing (Rural) Policy

INF.3 Verge Improvement Policy

INF.4 Urban Crossover Policy

INF.5 Rural Roadside Tree Planting Policy

INF.6 Unsealed Roads - Standards Policy

ORG.1 Senior Employees Policy

*Remove the word "Officer" from Executive Manager of Corporate Services Officer in the Policy section.*

ORG.5 Related Party Disclosure Policy

*Amend the wording in Responsibilities from Managers to Executive Manager of Works and Services, IPR and Projects Officer and Electrician.*

**CARRIED 6/0**

### **Report on Excess Annual Leave and Long Service Leave**

**RESOLUTION: 42-18/19**

**MOVED Cr Brown SECONDED Cr Shenton**

*RESOLUTION: AR4-18/19*

That the Audit and Risk Committee recommend to Council to receive the Report on the Shire's Leave Liabilities.

**CARRIED 6/0**

## ITEM 10 MATTERS FOR CONSIDERATION – GOVERNANCE & ADMINISTRATION

### 10.1 Making of Pest Plants Amendment Local Law 2018

<b>Meeting Date</b>	27 <sup>th</sup> September 2018
<b>Responsible Officer</b>	CEO Graeme Fardon
<b>Reporting Officer</b>	Consultant Darren Long
<b>Attachments</b>	Pest Plants Amendment Local Law 2018
<b>Owner/Applicant</b>	Shire of Quairading
<b>Disclosure of Interest</b>	Nil

#### MATTER FOR CONSIDERATION

To allow the Council to:

- (1) consider the submissions (if any) received on the proposed amendment local law and determine if any amendment(s) are required to the proposed amendment local law as a result of the submissions received;
- (2) make the Shire of Quairading Pest Plants Amendment Local Law 2018, incorporating all amendments;
- (3) authorise the local law's gazettal in the *Government Gazette*;
- (4) give local public notice, (after gazettal), of the date the Pest Plants Amendment Local Law 2018 will come into effect;
- (5) authorise the submission of the adopted local law to the Joint Standing Committee on Delegated Legislation for review; and
- (6) authorise the affixing of the Common Seal to the local law.

#### BACKGROUND

At its February 2018 Ordinary Council Meeting, the Quairading LCDC submitted a proposal to the Shire regarding Saffron Thistle being listed in the Shires Pest Plants Local Law as a pest plant. This was due to the fact that Saffron Thistle has been located within the district of Council, it has been removed from the State Declared Pest Plant List and there is no management control in place.

Council resolved:

1. to support the inclusion of Saffron Thistle on Schedule 1 of Council's Pest Plant Local Law; and
2. The Chief Executive Officer proceed to commence the Local Law Amendment process in accordance with the *Biosecurity and Agricultural Management Act 2007* and *Local Government Act 1995*.

A draft Pest Plants Amendment Local Law 2018 was prepared and submitted to Council at its Ordinary meeting on the 29th March 2018, where Council resolved to:

1. Adopt the proposed *Shire of Quairading Pest Plants Amendment Local Law 2018*, as contained in Attachment 1 for advertising purposes;
2. Pursuant to section 3.12 of the *Local Government Act 1995*, give State-wide public notice that it intends to make the *Shire of Quairading Pest Plants Amendment Local Law 2018*, as contained in the Attachment:
  - (a) the purpose of which is to prescribed pest plants within the district; and
  - (b) the effect is that owners and occupiers of land within the district are to comply with the provisions in this local law;

3. Send copies of the proposed local law to the Minister for Local Government, Sports and Cultural Industries, and the Minister for Agriculture for comment.

Council commenced the statutory advertising period seeking comments from the public and the relevant Ministers responsible for local laws made under the *Local Government Act 1995* and the *Biosecurity and Agriculture Management Act 2007*.

At the closure of the statutory advertising period, only one submission was received from the Department of Local Government, Sport and Cultural Industries. The submission is addressed under the Comments section of this report.

## STATUTORY ENVIRONMENT

### Local Government Act 1995

Section 3.12(2) of the Local Government Act 1995 and the Local Government (Functions and General) Regulations (Regulation 3) which states that for the purpose of Section 3.12(2) of the Local Government Act the person presiding at a council meeting is to give notice of the purpose of the local law by ensuring that the purpose and effect of the proposed local law is included in the agenda for that purpose and the minutes of the meeting of the council include the purpose and effect of the proposed local law.

Biosecurity and Agricultural Management Act 2007.

## POLICY IMPLICATIONS

There are no policy implications for this item.

## FINANCIAL IMPLICATIONS

Consultant Fees, Advertising and gazettal costs will be incurred in amending the Pest Plants Local Law 2016.

## STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

### Natural Environment Objective: To preserve and sustain our natural environment

ITEM	OUTCOMES AND STRATEGIES
NE2	Protected and valued natural areas
NE2.1	Manage regulation of vegetation clearing
NE2.2	Ensure nature reserves and reserves are well managed to meet the needs of the community to enjoy natural areas

### Governance Objective: Strong governance and community engagement

ITEM	OUTCOMES AND STRATEGIES
G1.1	Continual improvement in IPR, transparency and accountability
G4	Sound Organisation
G4.3	Ensure optimum organisational capacity and efficiency

## COMMUNITY CONSULTATION

As required by section 3.12(3) the Local Government Act 1995, an advertisement is to be placed, in a state-wide newspaper, inviting the public to comment on the proposed local law, with submissions being open for a period of not less than 6 weeks (42 days).

At the conclusion of the advertising period, section 3.12(4) of the Local Government Act 1995 requires Council to consider any submissions made and may make the local law\* as proposed or may make a local law\* that is not significantly different from what was proposed.

\* - Absolute Majority required

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

Financial – Risk Matrix Rating is considered as Low as Local Law does not impose further costs on Council.

Health – Risk Matrix Rating is considered as Low.

Reputation – Risk Matrix Rating is considered as Low Risk. Pest Plant Local Law will enable Council to manage identification and outbreaks of Afghan Thistle and Saffron Thistle pest plants.

Operation – Risk Matrix Rating considered Low as Local Law will be administered through Council's existing Administration.

Natural Environment – Risk Matrix Rating is considered as Low Risk. Management of Identified Pest Plants will mitigate impact on both the Natural Environment and the Agricultural landscape.

### **COMMENT/EXECUTIVE SUMMARY**

At the close of the submission period, one submission had been received from the Department of Local Government and Communities.

The comments contained in the submissions, along with the proposed action to be taken are detailed in the table below: -

<b>CLAUSE NO.</b>	<b>HEADING</b>	<b>PROPOSED AMENDMENT</b>	<b>SHIRE'S POSITION</b>
3	Principal Local Law	<p>Clause 3 is sufficient as drafted. However, it can be simplified to the following:</p> <p><i>This local law amends the Shire of Quairading Pest Plants Local Law 2016 as published in the Government Gazette on 2 May 2017.</i></p>	<p>Agreed. Whilst there is no issue with the current drafting, the proposed drafting suggested by the Department simplifies the wording of the local law. Clause 3 updated as suggested.</p>

No other drafting changes were suggested.

The *Local Government (Functions and General) Regulations* (Regulation 3) states that for the purpose of Section 3.12(2) of the Act, the person presiding at a council meeting is to give notice of the purpose of the local law by ensuring that the purpose and effect of the proposed local law is included in the agenda for that purpose and the minutes of the meeting of the council include the purpose and effect of the proposed local law.

The purpose of the proposed Pest Plants Amendment Local Law 2018 is to prescribe pest plants within the district.

The effect of the proposed Pest Plants Amendment Local Law 2018 is that owners and occupiers of land within the district are to comply with the provisions in this local law.

### **OFFICER RECOMMENDATION**

#### **RESOLUTION: 43-18/19**

#### **MOVED Cr Stacey SECONDED Cr Brown**

That Council:

1. Notes the submission from the Department of Local Government and Communities in relation to the proposed *Shire of Quairading Pest Plants Amendment Local Law 2018*;
2. Resolves to adopt and make the *Shire of Quairading Pest Plants Amendment Local Law 2018*, as per Attachment 1, incorporating all amendments, in accordance with Section 3.12 of the *Local Government Act 1995*-

*Continues on next page*

- (a) the purpose of which is to prescribed pest plants within the district; and
- (b) the effect is that owners and occupiers of land within the district are to comply with the provisions in this local law;

3. Publish the adopted *Shire of Quairading Pest Plants Amendment Local Law 2018*, as per (2) above, in the *Government Gazette* and provide copies of the local law to the Minister for Local Government, Sports and Cultural Industries, and the Minister for Agriculture;
4. Give local public notice after gazettal of the local law advising the date on which the local law commences;
5. Submit a copy of the gazetted local law, explanatory memoranda and associated documentation to the Joint Standing Committee on Delegated Legislation for review; and
6. Authorise the affixing of the Common Seal of the Shire to the original copy of the *Shire of Quairading Pest Plants Amendment Local Law 2018*.

**CARRIED BY ABSOLUTE MAJORITY 6/0**

The Shire President read aloud the Purpose and Effect of the Shire of Quairading Pest Plants Amendment Local Law 2018.

## 10.2 Local Emergency Management Committee Meeting Minutes – 6<sup>th</sup> September 2018

<b>Meeting Date</b>	27 <sup>th</sup> September 2018
<b>Responsible Officer</b>	CESM Mr Daniel Birleson
<b>Reporting Officer</b>	CESM Mr Daniel Birleson
<b>Attachments</b>	Local Emergency Management Committee Meeting Minutes
<b>Owner/Applicant</b>	Shire of Quairading
<b>Disclosure of Interest</b>	Nil.

### MATTER FOR CONSIDERATION

Minutes of the Local Emergency Management Committee Meeting - Recommendations to Council.

### BACKGROUND

The Local Emergency Management Committee Meeting was held on the 6<sup>th</sup> September 2018 from which there was two (2) recommendations for Council's Consideration, namely: -

- RESOLUTION: LEMC2– 18/19
- RESOLUTION: LEMC3– 18/19.

### STATUTORY ENVIRONMENT

Local Government Act 1995 Part 5, Division 2

Emergency Management Act 2005 –

s.38 – Local emergency management committees

s.41 – Emergency management arrangements in local government.

### POLICY IMPLICATIONS

Nil.

### FINANCIAL IMPLICATIONS

Nil.

### STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

**Social Objective: Active, healthy, safe and inclusive community**

ITEM	OUTCOMES AND STRATEGIES
S3	Safe community
S3.1	Support emergency services planning, risk mitigation, response and recovery

### COMMUNITY CONSULTATION

N/A.

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

Financial – Risk Matrix Rating is considered as Low as the Committee's Recommendation is for Council to consider a Portable Generator in the 2019/20 Draft Budget. Council Staff to continue to seek out any External Funding options.

Health – Risk Matrix Rating is considered as Low as a Generator would improve the Health and Welfare Outcomes for the Community.



Reputation – Risk Matrix Rating is considered as Low Risk and any adverse opinion of Council will be mitigated through a higher level of community preparedness and responsiveness.

Operation – Risk Matrix Rating considered Low – Transport and Operation of a portable Generator could be accommodated within Council's existing Operations.

Natural Environment – Risk Matrix Rating is considered as Low Risk.

#### **EXECUTIVE SUMMARY/COMMENT**

Minutes of the 6<sup>th</sup> September 2018 Meeting of the Local Emergency Management Committee include two (2) recommendation to Council.

#### **OFFICER RECOMMENDATION**

##### **RESOLUTION: 44-18/19**

##### **MOVED Cr Brown SECONDED Cr Haythornthwaite**

That Council receive the Minutes of the Local Emergency Management Committee for its Meeting of the 6<sup>th</sup> September 2018.

**CARRIED 6/0**

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

#### **Generator Report**

##### **RESOLUTION: 45-18/19**

##### **MOVED Cr Shenton SECONDED Cr Smith**

*RESOLUTION: LEMC2-18/19*

That the Local Emergency Management Committee recommend to Council acceptance of the Officer's Generator Report and its findings.

**CARRIED 6/0**

#### **Portable Generator be considered in the 2019/2020 Draft Budget**

##### **RESOLUTION: 46-18/19**

##### **MOVED Cr Shenton SECONDED Cr Stacey**

*RESOLUTION: LEMC3-18/19*

That the Local Emergency Management Committee recommend to Council that: -

1. A portable generator for multiple use (Welfare and Community) of the requisite size to run any of the three Welfare Centres be included for consideration in the Draft Budget for the 2019/2020 Year.
2. The Grants Team and the CESM continue to investigate Grant Funding options.

**CARRIED 6/0**

### 10.3 Bush Fire Advisory Committee Meeting Minutes – 20<sup>th</sup> September 2018

<b>Meeting Date</b>	27 <sup>th</sup> September 2018
<b>Responsible Officer</b>	CESM Daniel Birleson
<b>Reporting Officer</b>	CESM Daniel Birleson
<b>Attachments</b>	Minutes of the BFAC Meeting
<b>Owner/Applicant</b>	Shire of Quairading
<b>Disclosure of Interest</b>	Nil.

#### MATTER FOR CONSIDERATION

Minutes of the Bush Fire Advisory Committee Meeting

#### BACKGROUND

The Bush Fire Advisory Committee Meeting was held on the 20<sup>th</sup> September 2018 from which there was six (6) recommendations for Council's Consideration, namely: -

- RESOLUTION: FCO2 – 18/19
- RESOLUTION: FCO3 – 18/19
- RESOLUTION: FCO4 – 18/19
- RESOLUTION: FCO5 – 18/19
- RESOLUTION: FCO6 – 18/19
- RESOLUTION: FCO7 – 18/19

#### STATUTORY ENVIRONMENT

Local Government Act 1995 Part 5, Division 2

Bush Fires Act 1954 Part 4 s38 Local government may appoint bush fire control officer

- (1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

- (2A) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

#### POLICY IMPLICATIONS

N/A.

#### FINANCIAL IMPLICATIONS

N/A.

#### STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

**Social Objective: Active, healthy, safe and inclusive community**

ITEM	OUTCOMES AND STRATEGIES
S3	Safe community
S3.1	Support emergency services planning, risk mitigation, response and recovery

**COMMUNITY CONSULTATION**

N/A

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

Financial – Risk Matrix Rating is considered as Low. Bush Fire Management is within Council's Budget with most Expenditure covered by the Emergency Services Levy.

Health – Risk Matrix Rating is considered as Low.

Reputation – Risk Matrix Rating is considered as Low Risk. Risk Mitigated through having structured Volunteer Bushfire Brigades and Fire Control Officers in place. Volunteers supported through the Community Emergency Services Manager.

Operation – Risk Matrix Rating considered Low. Management of Bush Fire Brigades within Council's Core Business and included in Council's Corporate Business Plan.

Natural Environment – Risk Matrix Rating is considered as Low Risk. Fire Control Officers and Brigades mitigate impact on both the Natural Environment and the Agricultural landscape.

**COMMENT/ EXECUTIVE SUMMARY**

Minutes of the 20<sup>th</sup> September 2018 meeting of the Bush Fire Advisory Committee include six (6) recommendations to Council for which the background of each recommendation is contained in the Minutes.

**OFFICER RECOMMENDATION****RESOLUTION: 47-18/19****MOVED Cr Haythornthwaite SECONDED Cr Brown**

That Council receive the Minutes of the Bush Fire Advisory Committee for its Meeting of the 20<sup>th</sup> September 2018.

**CARRIED 6/0**

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

**Appointment of a Chief Bush Fire Control Officer****RESOLUTION: 48-18/19****MOVED Cr Stacey SECONDED Cr Smith**

*RESOLUTION: FCO2 – 18/19*

That the Bush Fire Advisory Committee Meeting recommend to Council that: -

Mr Alec McRae be appointed as Chief Bush Fire Control Officer for the forthcoming year.

**CARRIED 6/0****Appointment of Deputy Chief Bush Fire Control Officers****RESOLUTION: 49-18/19****MOVED Cr Haythornthwaite SECONDED Cr Shenton**

*RESOLUTION: FCO3 – 18/19*

That the Bush Fire Advisory Committee Meeting recommend to Council that: -

Mr John Smart and Mr Nigel Gelmi be appointed as Deputy Chief Bush Fire Control Officers, jointly for the forthcoming year.

**CARRIED 6/0**

### Appointment of Fire Control Officers

**RESOLUTION: 50-18/19**

**MOVED Cr Shenton SECONDED Cr Smith**

*RESOLUTION: FCO4 – 18/19*

That the Bush Fire Advisory Committee Meeting recommend to Council that: -

The following persons, subject to their acceptance be elected as Fire Control Officers for the Shire of Quairading for the forthcoming year: -

Mr A McRae, Mr N Gelmi, Mr J Smart, Mr P Groves, Mr M Whyte, Mr G Fardon, Mr S Hadlow, Mr N Fraser, Mr N Stone, Mr C Anderson, Mr L Johnson, Mr B Wilson, Mr P Hudson, Mr L Clemens, Mr D Birleson.

**CARRIED 6/0**

### Appointment of Fire Weather Advisors

**RESOLUTION: 51-18/19**

**MOVED Cr Shenton SECONDED Cr Brown**

*RESOLUTION: FCO5 – 18/19*

That the Bush Fire Advisory Committee Meeting recommend to Council that: -

The following persons be appointed as Fire Weather Advisors for the forthcoming year: -

Town	Mr G Fardon
North West Area	Mr J Smart
South West Area	Mr G Richards
South East Area	Mr P Groves
North East Area	Mr B Wilson
Advisor	Mr D Birleson.

**CARRIED 6/0**

### Election of Dual Fire Control Officers

**RESOLUTION: 52-18/19**

**MOVED Cr Smith SECONDED Cr Haythornthwaite**

*RESOLUTION: FCO6 – 18/19*

That the Bush Fire Advisory Committee Meeting recommend to Council that: -

The following Fire Control Officers be elected as Dual Fire Control Officers with the surrounding Shires: -

York	Mr J Smart
Cunderdin	Mr J Smart
Tammin/Kellerberrin	Mr B Wilson
Bruce Rock	Mr P Groves
Corrigin	Mr N R Stone
Brookton	Mr C Anderson
Beverley	Mr L Johnson.

**CARRIED 6/0**

## Aerial Inspections

**RESOLUTION: 53-18/19**

**MOVED Cr Shenton SECONDED Cr Brown**

*RESOLUTION: FC07 – 18/19*

That the Bush Fire Advisory Committee Meeting recommend to Council that: -

The Aerial Firebreak Inspections not be held in the 2018/2019 financial year.

**CARRIED 6/0**

## ITEM 11      MATTERS FOR CONSIDERATION – HEALTH AND BUILDING

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*No matters for consideration.*

## ITEM 12 MATTERS FOR CONSIDERATION – WORKS

### 12.1 Shire of Quairading Fixed Standpipe Management Review

<b>Meeting Date</b>	27 <sup>th</sup> September 2018
<b>Responsible Officer</b>	CEO Graeme Fardon
<b>Reporting Officer</b>	EMW&S Allan Rourke, CESM Daniel Birleson
<b>Attachments</b>	Standpipe Location Map, Water Corporations Frequently Asked Questions
<b>Owner/Applicant</b>	Shire of Quairading
<b>Disclosure of Interest</b>	Nil.

#### MATTER FOR CONSIDERATION

Council to consider the reclassification of fixed standpipes within the Shire of Quairading.

#### BACKGROUND

In early 2017, Water Corporation commenced a review to collate corporate knowledge of fixed standpipes and critically analyse all aspects of the management process including receipt and processing of applications, classification of account types, infrastructure installed at the point of distribution, pricing and the policy governing use of fixed standpipes. Major issue has been through commercial operators gaining water at Local Government Authority (LGA) concessional rates which in some instances has caused a shortage of water in some regional towns

In September 2017, an 'Issues Paper' was published summarising the information gathered, issues identified and Water Corporation's position on these matters. All 156-standpipe owners, WALGA, the Regional Development Commissions and Department of Fire and Emergency Services were invited to provide feedback on this paper which helped the Water Corporation model the new process for managing fixed standpipes in the future. Based on this feedback, the Water Corporation will now be implementing a new management and billing structure from 1 July 2019.

The major change is the way standpipes are billed. They will now be based on four categories.

1. LA Standpipe - (use by Local Government only) and must be locked or controlled in some way so the public has no access and can be any size meter. Concessional rates applied. No service charge.
2. Community Standpipe - this is only available at a 20mm or 25mm size now. 20mm service charge will apply.
3. Commercial Standpipe – any meter above 25mm will now be seen as being used for commercial purposes and will be charged at commercial rates.
4. Fire-fighting Standpipe – no change just a new category to identify easier. 100% discount still applies. These need to be controlled to ensure commercial operators are not accessing them which could become problematic in the future if insufficient water is not available if a fire occurs.

The new pricing structure is linked to the size of the standpipe meter, as this determines the flow rate. Small standpipes (20mm and 25mm) generally deliver between 20 – 40 litres per minute. Large standpipes (any pipe larger than 25mm) generally deliver from 80 litres per minute and above.

All LGA standpipes with a meter size of 20mm to 25mm will receive concessional rates and are to be used by the LGA or for community purposes only (such as drought assistance for farmers or households not connected to scheme water when a drought condition is announced by the Government). All standpipes with a meter size above 25mm will be charged at a commercial rate, but an exemption to consumption charges will apply for water used for firefighting purposes.

Standpipes with a meter above 25mm that are locked or in a Shire Depot for Shire use only will be able to access the concessional rate by providing evidence of the ability to control user access.

The concessional rate is cut off at 25mm water main size because it is regarded that the lower flow rate is less likely to be able to deliver more than 49 kilolitres per day which would qualify for a major consumer agreement. Anything above 25mm is viewed at being used for a commercial purpose.

These changes have been made due to some commercial customers accessing LGA owned standpipes with concessional rates which are below the regulated Town Class rate for the location as set by Government. Water is a precious resource and is regulated like any other valuable resource and correct pricing must be enforced.

Fixed standpipes provide an essential source of water for customers that are remote from reticulated water schemes, amenities to communities by enabling local governments to maintain infrastructure and building activities, and enable economic growth by supplying businesses that rely on carted water as an input to production.

These changes will ensure the rate commercial customers pay is consistent across the State.

## STATUTORY ENVIRONMENT

Nil

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

There will be significant financial implications if the reclassification of the standpipes does not proceed. Current annual service charges of \$3,255.14 to 30<sup>th</sup> June 2019 increasing to \$14,200.50 from 1<sup>st</sup> July 2019 to 30<sup>th</sup> June 2020.

The reclassification of the Standpipes (as proposed) will reduce the annual service charges to \$1,924.34. from 1<sup>st</sup> July 2019 to 30<sup>th</sup> June 2020.

## STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

**Built Environment Objective: Planning and infrastructure to meet the needs of the community**

ITEM	OUTCOMES AND STRATEGIES
B2	Enhanced and Sustainably Managed Assets and Infrastructure
B2.2	Ensure the provision of community facilities and other built assets takes into account the needs of the community

**Natural Environment Objective: To preserve and sustain our natural environment**

ITEM	OUTCOMES AND STRATEGIES
NE1	Demonstrated Sustainable Practices
NE1.1	Continue efficient use of water and energy

## COMMUNITY CONSULTATION

Community feedback was sought through the following mediums: -

Shire Website and Mailchimp newsletter mail out. No public comments were received.

Considerable consultation has occurred with the Volunteer Bush Fire organisation / Officers to ensure that the Standpipes provide a reliable water source for firefighting purposes.

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

Financial – Risk Matrix Rating considered High Risk if reclassification of Fixed Standpipes is not in place, the Shire would incur higher service and water usage charges.

The reclassification of the Fixed Standpipes would mitigate the level to Low Risk.

Health –Risk Matrix Rating is considered Low Risk.

Reputation –Risk Matrix Rating is considered High Risk as there would be adverse publicity if Council were to knowingly incur significantly higher Costs for Standpipe Charges. Conversely Council may incur adverse publicity from ratepayers/electors who will be concerned that the current unlocked water standpipes will now be locked and monitored.

Operation – Risk Matrix Rating is considered Low Risk as it is proposed that with the exception of one standpipe all existing Standpipes remain in place with existing Meter sizes. Council Operations and Bush Firefighting capabilities should not be hindered with the proposed Standpipes.

Natural Environment –Risk Matrix Rating considered Low Risk.

### **COMMENT**

Information provided by the Community Emergency Services Manager was incorporated in the preparation of this report.

Council has 10 fixed standpipes within its Shire boundary, these standpipes have a meter size of 40mm to 50mm, if the standpipes remain and not reclassified they will be classed as commercial which will attract a commercial service charge per annum and higher usage charge from 1<sup>st</sup> July 2019.

6 standpipes have a meter size of 50mm, which will have a service charge at \$1,658.93 each per annum and water usage charge ranging from \$5.011 to \$8.353 per kilolitre (kL). As per Water Corporation Town Class Step.

4 standpipes have a meter size of 40mm which will have a service charge at \$1,061.73 per annum and water usage charge \$5.011 per kilolitre (kL). As per Water Corporation Town Class Step.

Shire of Quairading existing Standpipes as per attached map.

<b>Meter Number</b>	<b>Meter Size (mm)</b>	<b>Sandpipe Location</b>	<b>Tank at Location</b>
<b>FK1050077</b>	50	Goldfields Road	No
<b>EK1550066</b>	40	Doodenanning – Mawson Road	Yes
<b>EK9731048</b>	40	Cubbine Road	No
<b>EK1550004</b>	40	Badjaling North Road	Yes
<b>01HB04531</b>	50	Kellerberrin – Yoting Road	No
<b>EK9731042</b>	40	Pantapin North West Road	No
<b>M871189</b>	50	Heal and Quairading -Corrigin Road	Yes
<b>FK1550078</b>	50	Dangin – Mears Road	No
<b>FK1550089</b>	50	Quairading –York Road	No
<b>01HB05219</b>	50	Winmar Road	No



Tables below will show what is currently charged and what will be charged as of 1<sup>st</sup> July 2019 without reclassification.

**Table 1: Current Standpipe Charges up to 30<sup>th</sup> June 2019**

Number of Standpipes	Meter Size (m)	Town Class Step	Annual Service Charge (\$)	Water Usage Charge (\$/KI)
1	50	15	250.39	2.39
1	40	9	1,001.63	2.39
5	50	9	250.39	2.39
3	40	9	250.39	2.39

Combined Annual Service Charges for 2017/18 is \$3,255.14, not for water used.

**Table 2: Standpipe Charges from 1<sup>st</sup> July 2019 at current classification**

Number of Standpipes	Meter Size (mm)	Town Class Step	Annual Service Charge (\$)	Water Usage Charge (\$/KI)
1	50	15	1,658.93	8.353
1	40	9	1,061.73	5.011
5	50	9	1,658.93	5.011
3	40	9	1,061.73	5.011

Combined Annual Service Charges from 1<sup>st</sup> July 2019 is \$14,200.50, not for water used.

Table below will show cost charged as of 1<sup>st</sup> July 2019 with 10 Standpipes reclassified.

**Table 1: Standpipe Charges Reclassified from 1<sup>st</sup> July 2019**

Number of Standpipes	Meter Size (mm)	Town Class Step	Annual Service Charge (\$)	Water Usage Charge (\$/KI)
1 Commercial	50	15	1,658.93	8.353
1 Community	20 - 25	9	265.41	2.534
8 LA	40 -50	9	0	2.534

Combined Annual Service Charges from 1<sup>st</sup> July is \$1,924.34 not for water used.

Table below will show cost charged as of 1<sup>st</sup> July 2019 with 9 Standpipes reclassified recommended.

**Table 2: Standpipe Charges Reclassified from 1<sup>st</sup> July 2019**

Number of Standpipes	Meter Size (mm)	Town Class Step	Annual Service Charge (\$)	Water Usage Charge (\$/KI)
1 Commercial	50	15	1,658.93	8.353
1 Community	20 - 25	9	265.41	2.534
7 LA	40 -50	9	0	2.534

Reclassified Combined Annual Service Charges from 1<sup>st</sup> July is \$1,924.34 not for water used.

One standpipe to be classified as “Community Use” standpipe located at Heal Road (meter number M871189) to allow water being available to the community that is not connected to Scheme. This will reduce the meter size to 25mm from a 50mm connection which upon application, the Water Corporation will provide this free of charge. The free connection offer will not be available from the 1<sup>st</sup> July 2019.

The removal of the meter at standpipe location “Cubbine Road” (meter number EK9731048) will provide free of charge by the Water Corporation. This standpipe is historically underutilized and is located approximately 4 kilometres from the nearest standpipe located at Doodenanning – Mawson Road.









