



AGENDA

and

Notice of Ordinary Council Meeting

to be held

Tuesday 24 March, 2020

in the

Shire of Irwin Council Chambers

11-13 Waldeck Street, Dongara

6.00pm – Ordinary Council Meeting

Please note that due to the current COVID-19 situation, there will be no Agenda Briefing or Councillor Information Session in an attempt to reduce numbers of staff and members of the public in attendance.

AGENDA & BUSINESS PAPERS

Welcome to the Ordinary Council Meeting of the Shire of Irwin.

Please be advised that Ordinary Council Meetings during 2020 will be held on the following dates in the Council Chambers at 11-13 Waldeck Street, Dongara, (unless otherwise advised) commencing at **6.00pm**.

DATES	
25 February 2020	28 July 2020
24 March 2020	25 August 2020
28 April 2020	22 September 2020
26 May 2020	27 October 2020
23 June 2020	24 November 2020
	8 December 2020

Members of the public are most welcome to attend the Agenda Briefing, the Councillor Information session and the Ordinary Council Meetings.

Disclaimer

The Shire of Irwin advises that the purpose of an Ordinary Council Meeting is to discuss and, where possible, make resolutions about items appearing in the agenda. No person should rely or act on the basis of any decision, advice or information provided by a Member or Officer, or on the content of any discussion occurring during the course of the meeting. No person should rely on the decisions made by Council until formal written advice of the Council is received by that person.

The Shire of Irwin expressly disclaims any liability for any loss or damage whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.



Shane Ivers
CHIEF EXECUTIVE OFFICER

Council Meeting Information

1. Your Council generally handles all business at Ordinary or Special Council Meetings.
2. From time to time Council may form a Committee, Working Party or Steering group to examine specific subjects and then report to Council.
3. Generally all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters. On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.
4. **Public Question Time:** It is a requirement of the Local Government Act 1995 to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the Presiding Member. If presenting questions to Council please note the following, as guided by the *Shire of Irwin Meeting Procedures Local Law 2016*:
 - Public Question Time occurs early in the meeting so please arrive at least 5 minutes before the advertised meeting start time (Ordinary Meetings are scheduled for a **6.00pm** start, unless otherwise advised).
 - Record your full name and suburb of residence on the Attendance Form available in the public seating area.
 - When invited by the Presiding Member to ask your question/s, please state your full name for the benefit of the minute taker and those present.
 - Only questions can be addressed to Council, not statements.
 - A minimum of 15 minutes is allocated to Public Question Time. A member has 2 minutes to submit a question.
 - You may ask up to 2 questions before other members of the public will be invited to ask their questions to ensure all have an equal and fair opportunity to ask questions.
 - The Presiding Member may elect for written questions to be responded to as normal business correspondence.
 - The Presiding member may decide that a question shall not be responded to where:
 - the same or similar question has been asked at a previous meeting and a response has already been provided;
 - a statement has been made and is not reformed into a question; or
 - a question is offensive or defamatory in nature and is not reformed into a question.
 - A question may be taken on notice by Council for a later response. Responses will be provided in writing to the member and a summary will be included in the agenda of the next meeting of Council.
 - Members of the public are encouraged to raise matters relating to operations and administration through the Shire's Customer Request system.
 - At a Special Meeting of Council, only questions relating to the purpose of that meeting may be raised.
 - Should you wish to provide written questions prior to the meeting so that an appropriate response can be prepared, please submit them at least 72 hours prior to the Council meeting at which you wish them to be presented.
5. **Councillors** may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter **trivial, insignificant or in common with a significant number of electors or ratepayers**. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.
6. **Members of staff**, who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The Officer must declare that interest and generally the Presiding Member will advise the Officer if he/she is to leave the meeting.
7. Agendas are delivered to Councillors within the requirements of the Local Government Act 1995, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting.
8. Agendas for Ordinary Meetings are available to the public from the Shire of Irwin Administration Centre and on the website www.irwin.wa.gov.au seventy-two (72) hours prior to the meeting.
9. Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council and ideally received written confirmation of the outcome. Please note the Disclaimer in the Agenda (page 3).
10. Public Inspection of Unconfirmed Minutes (Reg 13): A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection at the Shire of Irwin Administration Centre and on the website www.irwin.wa.gov.au within ten (10) working days after the Meeting.

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ORDINARY COUNCIL MEETING

to be held

24 March 2020

at 6.00pm

AGENDA

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Members

Councillor M T Smith
Councillor B Wyse
Councillor G S Eva
Councillor A J Gillam
Councillor M Leonard
Councillor I Scott
Councillor H M Wells
Councillor I F West

Shire President
Deputy Shire President

Staff

Mr S D Ivers
Mrs J Goodbourn
Mrs S Pratt-King

Mrs D K Chandler

Chief Executive Officer
Supervisor Finance
Coordinator Infrastructure & Asset
Services
Governance & Executive Coordinator

Guests

Apologies

Approved Leave of Absence

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

5. APPLICATIONS FOR LEAVE OF ABSENCE

6. PETITIONS AND DEPUTATIONS

7. CONFIRMATION OF MINUTES

7.1. Minutes of the Ordinary Council Meeting held 25 February 2020

A copy of the Minutes of the Ordinary Council Meeting held 25 February 2020 have been provided to all Councillors under separate cover.

RECOMMENDED:

That the Minutes of the Ordinary Council Meeting, held 25 February 2020, as previously circulated, be adopted as a true and accurate recording of that meeting.

7.2. Minutes of the Special Council Meeting held 5 March 2020

A copy of the Minutes of the Special Council Meeting held 5 March 2020 have been provided to all Councillors under separate cover.

RECOMMENDED:

That the Minutes of the Special Council Meeting, held 5 March 2020, as previously circulated, be adopted as a true and accurate recording of that meeting.

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Functions, Meetings & Events

3 March 2020	WA Local Government Grants Commission Public Hearing
4 March 2020	Local Emergency Management Committee Meeting
5 March 2020	Special Council Meeting regarding the Dongara Medical Centre
18 March 2020	Audit Entrance Meeting with the Office of the Auditor General & Moore Stephens
19 March 2020	Local Emergency Management Committee Meeting regarding COVID-19

Correspondence

WALGA Quarterly Report & Local Government House Trust Update

To improve engagement with WALGA members and their respective communities, WALGA have prepared and issued quarterly reports in regards to services accessed, professional development opportunities and events, and industry matters that WALGA may be advocating on. I wish to table the Overview Report for Quarter 4 (October to December 2019) along with the Local Government House Trust Update, provided by WALGA, available in Attachment Booklet – March 2020.

Dongara Youth Care

Email from Ms Jill Clements, Chair of the Dongara YouthCARE Council, thanking Council for the allocation of funds to support chaplaincy at Dongara District High School in 2019 and again in 2020.

9. REPORTS

9.1. Officer Reports

CORPORATE AND COMMUNITY		CC01- 03/20
Subject:	CC01-03/20 Accounts for Payment	
Author:	S Clarkson, Finance Officer	
Responsible Officer:	J Goodbourn, Supervisor Finance	
File Reference:	Minute Book	
Voting Requirements:	Simple Majority	

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

To receive the list of accounts paid under delegated authority during February 2020.

Background:

A list of accounts paid under delegated authority is attached showing all payments made during the month of February 2020.

Officer's Comment:

Nil

Consultation:

Nil

Statutory Environment:

The Local Government (Financial Management) Regulations 1996 provides as follows:

13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*
- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
- (a) *the payee's name;*
- (b) *the amount of the payment;*
- (c) *the date of the payment; and*
- (d) *sufficient information to identify the transaction.*
- (3) *A list prepared under sub-regulation (1) or (2) is to be —*
- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
- (b) *recorded in the minutes of that meeting.*

Policy Implications:

Under Delegation CEO3 Council has delegated authority to the Chief Executive Officer to authorise all payments by Council.

Financial/Resource Implications:

Nil

Strategic Implications:

Strategic Community Plan 2017 - 2027

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles Strategy

4.3.2 Adopt and follow better practice processes

Attachments:

Attachment Booklet – March 2020

Attachment CC01 – Accounts for Payment – February 2020

Officer Recommendation:

RECOMMENDED:

That Council, receives the accounts paid during February 2020 as presented in Attachment Booklet – March 2020, represented by:

Payment Type/Numbers	Total Amount
EFT 25521 – 25657	\$556,597.35
Muni Cheques - 31971 – 31981	\$9,585.27
Direct Debit – Solar Panel Repayments 02/20	\$1,947.66
Direct Debit – Credit Card	\$429.49
Direct Debit – Superannuation	\$31,152.27
Direct Debit - Transport – PL300120 – PL260220	\$51,128.15
Grand Total	\$650,840.19

CORPORATE AND COMMUNITY		CC02-03/20
Subject:	CC02-03/20 Monthly Financial Statements for the Period Ended 29 February 2020	
Author:	J Goodbourn, Supervisor Finance	
Responsible Officer:	J Goodbourn, Supervisor Finance	
File Reference:	Minute Book	
Voting Requirements:	Simple Majority	

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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- Review** When Council reviews decisions made by Officers.
- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

To consider and receive the Monthly Financial Statements for the period 1 July 2019 to 29 February 2020.

Background:

The Monthly Financial Statements to 29 February 2020 are prepared in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996* and includes the following statutory reports:

- Statement of Financial Activity by Program
- Statement of Financial Activity by Nature & Type
- Explanation of Material Variances
- Net Current Funding Position

The statements also include various other financial information not required by legislation, but for Council information.

Officer’s Comment:

The financial position to the end of February 2020 is detailed in the attached statements and summarised as follows relative to year to date budget expectations:

29/02/2020		YTD Actual	Variance to YTD Budget
	Operating Revenue	7,281,857	-1%
	Operating Expenditure	(7,523,599)	5%
	Net Operating	(241,742)	
	Non-Operating Revenue	1,541,403	-20%
	Non-Operating Expenditure	(2,169,773)	-36%
	Net Non-Operating	(628,370)	
	Cash at Bank	2,361,923	
	Cash at Bank Restricted	1,321,145	
	Reserve Bank	376,298	
	Total Cash Funds	4,059,366	

The attached statements provide explanatory notes for items greater than 10% or \$10,000. This commentary provides Council with an overall understanding of how the financial position is situated in relation to the adopted budget.

Consultation:

Nil.

Statutory Environment:

Local Government Act 1995 - Section 6.4

The Local Government (Financial Management) Regulations provides as follows:

Section 34 Financial activity statement report

- (1) *A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -*
 - (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
 - (b) *budget estimates to the end of the month to which the statement relates;*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing -*
 - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) *an explanation of each of the material variances referred to in sub-regulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown -*
 - (a) *according to nature and type classification;*
 - (b) *by program; or*
 - (c) *by business unit.*

- (4) *A statement of financial activity, and the accompanying documents referred to in sub-regulation (2), are to be -*
- (a) *presented to the council -*
 - (i) *at the next ordinary meeting of the council following the end of the month to which the statement relates; or*
 - (ii) *if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*

Policy Implications:

Nil.

Financial/Resource Implications:

Any issues in relation to expenditure and revenue allocations or variance trends are identified and addressed each month.

Strategic Implications:

Strategic Community Plan 2017 - 2027

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

Attachments:

Attachment Booklet – March 2020

Attachment CC02-03/20 - Financial Statements for the Period Ended 29 February 2020

Officer Recommendation:

OFFICER RECOMMENDATION:

That Council receives the Monthly Financial Statements for the period 1 July 2019 to 29 February 2020 as provided in Attachment Booklet – March 2020.

INFRASTRUCTURE AND OPERATIONS		IO01-03/20
Subject:	IO01-03/20 Council Policy CP28 – Two Henry Road Housing Allocation	
Author:	S Pratt-King, Coordinator Infrastructure & Asset Services	
Responsible Officer:	S Ivers, Chief Executive Officer	
File Reference:	3.0073	
Voting Requirements:	Simple Majority / Absolute Majority	

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council e.g. performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

For Council to consider CP28 – Housing Allocation Policy and rental fees and charges for the Two Henry Road independent living units.

Background:

The Shire was successful in securing grant funding from WA Country Health Service (WACHS) and the Department of Primary Industries and Regional Development (DPIRD) for the construction of 12 independent living units to support residents ageing in place and living independently within the region.

The construction package for the first six units was awarded to local building contractor Nordic Builders in July 2019, with works anticipated to be completed by mid-June 2020.

The Two Henry Road Housing Allocation Policy will inform how future tenancy applications are assessed and is therefore required prior to advertising vacancies. Pending endorsement of the proposed Policy the Shire anticipates advertising for tenants in April 2020.

In line with Section 6.19 of the *Local Government Act 1995* the Shire is required to give public notice of fees and charges adopted by Council outside of the annual budget process.

Officer's Comment:

Allocation Policy

The Shire will not maintain a waiting list for the Henry Road units; vacancies will be advertised as and when they arise. Therefore, it is essential that a transparent and equitable process for assessing applications is developed and documented in line with the objectives of the funding agreement. The proposed policy has been developed in close consultation with both funding providers and was formally endorsed by DPIRD in August 2019.

The Housing Allocation Policy consists of an eligibility criteria and allocation model comprising seven criteria as per Attachment 1 - CP28 Two Henry Road Housing Allocation.

Rental Fees & Charges

Based on an independent market analysis by Ray White Dongara and review of current rental charges at the Shire's other residential units (The Village) it is proposed that the properties initially be advertised for \$250 per week, which equates to an annual income of \$78,000 assuming full tenancy. Due to current market forces the rental price may require review from time to time depending on demand.

Consultation:

Housing Allocation Policy

- The policy was developed in consultation with the Department of Primary Industries and Regional Development and WA Country Health Service.

Rental Fees and Charges

- Ray White Dongara were engaged to provide an independent market analysis to inform the rental fees and charges for the Two Henry Road properties.
- In line with section 6.19 of the *Local Government Act 1995* the Shire will give local public notice of the new fees and charges.

Statutory Environment:

Local Government Act 1995

- Section 1.7 Local public notice
- Section 6.16 Imposition of fees and charges
- Section 6.19 Local government to give notice of fees and charges

Policy Implications:

Nil

Financial/Resource Implications:

Annual income estimate for the Two Henry Road properties is set out in the Officer's Comments.

Strategic Implications:

Strategic Community Plan 2017 - 2027

Strategy 3.1.1 Identify and support services, events and programs for building capacity, social inclusion and wellbeing (including those catering for families, youth and seniors).

Strategy 3.1.2 Advocate for retention of existing and enhanced facilities and health and social support services.

Attachments:

Attachment Booklet – March 2020

IO01-03/20 Attachment 1 – CP28 Two Henry Road Housing Allocation

IO01-03/20 Attachment 2 – Two Henry Road Housing Procedure Manual

CONFIDENTIAL Attachment Booklet – March 2020

IO01-03/20 Attachment 3 – Ray White Rent Report

Officer Recommendations:

RECOMMENDED:
That Council, by Simple Majority, adopts Council Policy CP28 - Two Henry Road Housing Allocation as provided in Attachment Booklet – March 2020.

RECOMMENDED:

That Council, by Absolute Majority:

- 1. Pursuant to section 6.16 of the *Local Government Act 1995*, adopts the following rental charge for the Two Henry Road independent living units:
 - **Rental Charge per unit \$250 per week; and****
- 2. Pursuant to section 6.19 of the *Local Government Act 1995*, gives local public notice of the intention to impose the new fees and charges for the Two Henry Road independent living units.**

INFRASTRUCTURE AND OPERATIONS		IO02-03/20
Subject:	IO02-03/20 Proposed Disposal of Residential Properties	
Author:	S Pratt-King, Coordinator Infrastructure & Asset Services	
Responsible Officer:	S Ivers, Chief Executive Officer	
File Reference:	3.00059	
Voting Requirements:	Absolute Majority	

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
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- Review** When Council reviews decisions made by Officers.
- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

For Council to consider disposing of the Shire's residential properties being:

1. Lot 60 No.2 Kennedy Heights Port Denison
2. Lot 61 No.4A Kennedy Heights Port Denison
3. Lot 61 No.4B Kennedy Heights Port Denison

Background:

The Shire of Irwin has two residential properties on Kennedy Heights in Port Denison. These properties being 2 Kennedy Heights and 4A & 4B Kennedy Heights.

Lot 60 No.2 Kennedy Heights, Port Denison

The 4x2 property was constructed in 2001 to provide subsidised housing for the local General Practitioner (GP). The last GP to take up residency was in 2010 and since this time the Shire has attempted to lease the property on the local rental market with limited success.

Further to this, Batavia Health ceased operations at the Dongara Medical Centre on 24 January 2020. In response to this and as part of the medical practice agreement, Council resolved at the 5 March 2020 Special Council Meeting, to provide a set amount towards rental costs as opposed to providing specific housing. This is considered a more attractive option to potential GPs as they are able to select their own residence to suit their particular circumstances.

As a result of the above decision, 2 Kennedy Heights is no longer required for the purpose of providing GP housing.

Lot 61 No.4A & 4B Kennedy Heights, Port Denison

The 3x2 duplex was constructed in 2003 to provide staff accommodation options. The properties have remained vacant since July 2018, despite the Shire advertising the properties for lease on the local rental market. As a result of organisational changes in 2018, staff accommodation is no longer offered under employment contracts and therefore the units are currently surplus to the Shire's requirements.

Officer’s Comment:

A comparative market analysis, provided to Council under separate confidential cover, was undertaken in January 2020 to identify the potential disposal income for the properties. Council may choose to use the disposal income to offset the loan to purchase the Dongara Medical Centre or redirect the funds elsewhere as required.

It should be noted that the duplex is on a single title; therefore, disposal at this time would be for the single purchase of both residential properties.

Should Council wish to proceed with disposing of the properties it is recommended that a local real estate agent/s be engaged and the properties disposed of by ‘Sale by Tender’. If after the initial tender period no acceptable offers are received, Council may consider placing the properties on the open market under a fixed price listing.

As the disposal of the properties is not accounted for in the 2019/20 Budget, a formal Council decision by absolute majority to dispose of the properties is required in order to proceed.

Consultation:

- Both local real estate agents were engaged to provide a comparative market analysis and advice on current market conditions.
- WALGA’s Governance Manager was consulted to provide guidance and advice around the legislative requirements for asset disposal.

Statutory Environment:

Local Government Act 1995

- Section 3.58

Policy Implications:

Nil.

Financial/Resource Implications:

Costs associated with the disposal of the properties will be managed in line with the 2019/20 operating budget.

Strategic Implications:

Strategic Community Plan 2017 - 2027

2.1.3 Identify, provide and manage Shire assets (including community infrastructure, Shire controlled reserves and freehold land) in accordance with agreed service levels.

Attachments:

CONFIDENTIAL Attachment Booklet – March 2020

IO02 Attachment 1 – Comparative Market Analysis 2 Kennedy Heights

IO02 Attachment 2 – Comparative Market Analysis 4 Kennedy Heights

Officer Recommendation:

RECOMMENDED:

That Council accepts the valuation reports of Lot 60 (No. 2) Kennedy Heights and Lot 61 (No. 4A & No. 4B) Kennedy Heights, provided as Attachments 1 and 2 respectively in Confidential Attachment Booklet – March 2020, as true and accurate representations of current market values.

RECOMMENDED:

That Council, by Absolute Majority:

- 1. In accordance with Section 3.58 of the *Local Government Act 1995*, resolves to initiate the statutory process to dispose of the Kennedy Heights properties being:
 - a) Lot 60 (No. 2) Kennedy Heights, Port Denison;
 - b) Lot 61 (No. 4A) Kennedy Heights, Port Denison; and
 - c) Lot 61 (No. 4B) Kennedy Heights, Port Denison.**

- 2. Authorises the Chief Executive Officer to commence the disposal process of Lot 60 (No. 2) Kennedy Heights and Lot 61 (No. 4A & No. 4B) Kennedy Heights through a Sale by Tender.**

9.2. Committee Reports

9.2.1. Shire of Irwin Local Emergency Management Committee (LEMC)

The Minutes of the Shire of Irwin Local Emergency Management Committee (LEMC) meeting held 4 March 2020 are provided as Attachment 9.2.1 in Attachment Booklet – March 2020.

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

11. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

12. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

Nil.

13. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC

Nil.

14. CLOSURE