

THIS IS A REGISTER OF ONE OFF DELEGATIONS MADE BY COUNCIL AT MEETINGS

ITEM	COUNCIL MINUTE NUMBER	COUNCIL RESOLUTION	ACTIONED YES or NO	COMMENTS
1	Minute Reference – 10/13-18 Disposal of Lot 31 (32) Indialla Road Nabawa	Council accepts the offer received for the sale of Lot 31 (No 32) Indialla Rd, Nabawa by Private Treaty under the following conditions: (a) Local public notice of the proposed disposition is undertaken in accordance with Section 3.58 of the Local Government Act: (i)describing the property concerned; (ii)giving details of the proposed disposition; and (iii)inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; (b) In the event there are no adverse public submission(s) received the Chief Executive Officer is authorised to proceed with the disposal of the property; (c) In the event there are adverse public submissions(s) received the item is to be brought back to Council to consider the submissions and determine further action.	Yes	Completed Property Settled 19.11.2013
2	Minute Reference – 9/13-11 Annual Tenders 2013/2014	That: 1. Council authorise the Chief Executive	Yes	Completed Effective till 30.6.2014

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		Officer to call tenders for all items within the 2013/2014 Budget, which require tenders to be called in accordance with legislation. 2. Council delegate authority to the Chief Executive Officer, in accordance with Section 5.43(b) of the Local Government Act, 1995, to accept a preferential list of compliant suppliers for road building materials (e.g. gravel pushing, bitumen and aggregate) from tenders received, under the condition that actual expenditures to be incurred by Council does not exceed the amount authorized in the 2013/2014 Budget for these tender items. 3. All other tenders are to be brought back to Council for resolution on successful tender.		
3	Minute Reference 02/14-21 Sale of NRMO Vehicle	That Council: 1 Approves the Chief Executive Officer to advertise by local public notice for at least two weeks as per sections 3.58(3) and (4) of the <i>Local Government Act 1995</i> the disposal of the NRMO vehicle with the proceeds from this vehicle to be deposited	Yes	Completed Vehicle sold to PVT Sales Pty Ltd Minute Reference 04/14-23

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		in the Plant Reserve Account. 2 Allocates an amount for consideration in the 2014/2015 Budget for the acquisition of suitable type Rangers vehicle.		
4	Minute Reference 02/14-30 Tender of Abandoned Vehicle	1 Council endorses public tenders to be called for the sale of the abandoned Coromal Camper Van in accordance with the requirements of the Local Government Act, 1995; 2 Council delegate's authority to the Chief Executive Officer to accept the highest tender received for the disposal of the abandoned Coromal Camper Van; 3 Council adopt the <i>Disposal of Abandoned Vehicles Procedure</i> as presented and formally delegate authority to the Chief Executive Officer to administer this procedure, accept bids for abandoned vehicles and arrange for their disposal.	Yes	Completed Caravan sold to Emerald Springs Fresh Produce
5	Minute Reference 05/14-8 Commonwealth Audit Commission Funding to Local Governments	The Chief Executive Officer work with the Northern Country Zone to develop a common resolution(s) to oppose the recommendations of the Commission of Audit regarding funding distributions of Commonwealth grants to local governments. The joint notice of motion from the	Yes	Completed

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		Northern Country Zone to be submitted to the WALGA State AGM for consideration.		
6	Minute Reference 08/14-5 Bill Hemsley Park Management Committee	That Council: 1 Receive the Unconfirmed Minutes of the Bill Hemsley Park Management Committee meeting held on 25 July 2014. 2 Accept the revised concept plan included as Attachment 1 in the Unconfirmed Minutes of the 25 July 2014 Bill Hemsley Park Management Committee meeting (which includes all the preferences listed in the community survey, and a meeting room and public toilets to cater for expected demand). 3 Seek quotes for the drafting of the revised concept plan to enable further design consideration and community consultation. 4 Issue delegated authority to the Shire Chief Executive Officer to appoint a drafting company (as recommended by the Management Committee) funded from the Bill Hemsley Park 2014/2015 budget allocation (Account 2642-seed capital) to undertake the drafting of the revised concept plan, for later Management Committee and Council consideration.	Yes	Completed – appointed Urbis

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ITEM	COUNCIL MINUTE NUMBER	COUNCIL RESOLUTION	ACTIONED YES or NO	COMMENTS
		5 A Draft Concept Plan produced by the drafting company will be sent out to all individual landowners in the Parkfalls Estate seeking their feedback on this draft plan or any other design for the park. Council will consider all feedback prior to finally endorsing the concept plan. 6 Approach the landowner of 9 (Lot 249) Cargeeg Bend, White Peak seeking their consent to, and should they be in agreement, undertake a 48 hour flow rate test of the bore upon their property, funded from the Bill Hemsley Park 2014/2015 budget allocation (Account 2642-seed capital).		
7	Minute Reference 08/14-12 Nabawa & Yuna Waste Management Facilities Improvement Plan	Council: 1. Endorses the <i>Nabawa & Yuna Waste Management Facilities Improvement Plan</i> as presented and recommendations within; 2. Delegate authority to the Chief Executive Officer to prioritise aspects of the <i>Nabawa & Yuna Waste Management Facilities Improvement Plan</i> for implementation within the existing grant and budget constraints;	Yes	Completed

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		3. Request the Chief Executive Officer investigate other funding opportunities, including Council own resources, to fully implement the recommendations of the <i>Nabawa & Yuna Waste Management Facilities Improvement Plan</i>; 4. Include within the specifications of the proposed Regional Waste Management tender those recommendations identified within the <i>Nabawa & Yuna Waste Management Facilities Improvement Plan</i> relevant to a regional waste management services.		

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8	Minute Reference 11/14-9 Regional Waste Services	Council: 1. Delegate authority to the Chief Executive Officer to determine and appoint the most suited contractor for the supply of waste management services to the Shire of Chapman Valley after evaluation of submissions from the Western Australian Local Government Authority (WALGA) Request for Quote process and in collaboration with the Batavia Regional Council's Waste Management Group (BRCWMG). 2. Allocate funds accordingly in the 2015/2016 Budget to accommodate the appointed contractor for the supply of waste management services to the Shire of Chapman Valley. 3. Delegate authority to the Chief Executive Officer, in collaboration with WALGA and the BRCWMG, an extension of the existing contract Council has with Veolia (expiring in February 2015) for the supply of waste management services to the Shire of Chapman Valley. In the event the extended contract with the existing supplier exceeds the 2014/2015 Budget	Yes Yes	Completed Completed

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		this specific delegation (i.e. item 3 only) is not to be exercised by Chief Executive Officer and this specific item is to be brought back to Council for consideration of a 2014/2015 budget variation.		
9	Minute Reference 11/14-15 Disposal of Lot 27 (7068) Chapman Valley Road, YUNA	Council accepts the offer received for the sale of Lot 27 Chapman Valley Rd, Yuna by Private Treaty under the following conditions: (a) Local public notice of the proposed disposition is undertaken in accordance with Section 3.58 of the Local Government Act: (i) describing the property concerned; (ii) giving details of the proposed disposition; and (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; (b) In the event there are no adverse public submission(s) received the Chief Executive Officer is authorised to proceed with the disposal of the property; (c) In the event there are adverse public submissions(s) received the item is to be	Yes	Completed Been exercised and finalised

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		brought back to Council to consider the submissions and determine further action.			
10	Minute Reference 12/14-15 Waste Oil Facilities	Council proceed with the decommissioning of the waste oil facilities at both Nabawa and Yuna and delegate authority to either reuse or dispose of the plant and equipment located at both these facilities.	Yes		Completed
11	Minute Reference: 04/15-20 Management Licence – Nanson Showgrounds	That Council forward the <i>“Management Licence for the use of portions of Nanson Showground’s”</i> to the Chapman Valley Agricultural Society and delegate to the Chief Executive Officer authority to finalise the Licence and implement the conditions to be effective from 1 st July 2015.	Yes		Completed Been exercised and finalised

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12	Minute Reference: 05/15-6 Annual Tenders 2015/2016	1 Council authorise the Chief Executive Officer to call tenders for all items within the 2015/2016 Budget, which require tenders to be called in accordance with legislation. 2 Council delegate authority to the Chief Executive Officer, in accordance with Section 5.43(b) of the Local Government Act, 1995, to accept a preferential list of compliant suppliers for road building materials (e.g. gravel pushing, bitumen and aggregate) from tenders received, under the condition the actual expenditures to be incurred by Council does not exceed the amount authorized in the 2015/2016 Budget for these tender items. 3 All other tenders are to be brought back to Council for resolution on successful tender.	Yes	Completed
13	Minute Reference: 05/15-19 Yuna Multi-purpose Community Centre – Variations requests	1. Council advise the Yuna Farm Improvement Group it expects any additional funds required to cater for variations to the Yuna Multi-purpose Community Centre to be covered by the Yuna community and Council will only allocate funds from its resources as per the original Budget for this project; 2. Council delegate authority to the Chief Executive Officer to authorise all variations	Yes	Completed

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		for this project subject to the net cost to Council not exceeding the amount allocated in the 2014/2015 Budget.		
14	Minute Reference: 05/15-22 Hudson Resources – Contribution Deed	1 Council approach Hudson Resources requesting the existing Contribution Deed format be retained with the following amendments: a) A set rate \$ per tonne exported from the mine site, increased by CPI each year of the Deed (as per the current Deed); b) The CEO be delegated authority to negotiate a rate \$ per tonne up to \$2.00 per tonne in year one of the new Deed. c) Amend Clause 5 in regards to contributions towards seal extension to read: <i>“If the Shire decides to upgrade any of the roads forming part of the Deed to a sealed standard the Company is to contribute an amount of 10% of the total cost of the upgrades or \$40,000, whichever the lesser, in addition to the annual maintenance contribution agreed to in this Deed”</i> d) A new Clause is included, which will require Hudson Resources to advise the Shire of tonnages back-hauled to mine. These tonnage amounts will be added to the tonnes exported	Yes	Completed

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		from the mines for calculation of the annual contribution to be made by Hudson Resources. This will be basically an honour system as there is not real method to accurately measure these tonnages. 2 Council request Hudson Resource either undertakes the work internally, or cover cost for external resources required to develop the new Contribution Deed.			
15	Minute Reference: 08/15-8 Yuna Multipurpose Community Centre Funding	The CEO delegate authority to authorise all expenditure for this project subject to the net cost to Council not exceeding the amount allocated in the overall Project Budget and the 2015/2016 Budget Allocation for building fit-out.	Yes		Completed

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16	Minute Reference: 09/15-8 Bill Hemsley Park	That Council: 1 Instruct Shire staff to seek quotes for the detailed design of the nature playground; and 2 Issue delegated authority to the Shire Chief Executive Officer to appoint a firm (as recommended by the Management Committee) funded from Account 2642 to undertake the detailed design of the nature playground. Voting 8/0 CARRIED	Yes	Completed
17	Minute Reference: 10/15-7 Management Licence- Yuna Multipurpose Community Centre	Council endorses the amended " <i>Management Licence for the use of the Yuna Multipurpose Community Centre</i> " at Lot 10404 Chapman Valley Road, Yuna as presented and authorise the Chief Executive Officer to finalise the Licence and implement the conditions to be effective immediately.	Yes	Completed
18	Minute Reference: 05/16-21 Annual Tenders 2016/2017	1 Council authorise the Chief Executive Officer to call tenders for all items within the 2016/2017 Budget, which require tenders to be called in accordance with legislation. 2 Council delegate authority to the Chief Executive Officer, in accordance with Section 5.43(b) of the Local Government Act, 1995, to accept a preferential list of compliant suppliers for road building materials (e.g.	Yes	Completed

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		gravel pushing, bitumen and aggregate) from tenders received, under the condition the actual expenditures to be incurred by Council does not exceed the amount authorised in the adopted 2016/2017 Budget for these procurement items. 3 All other tenders are to be brought back to Council for resolution on successful tender.		
19	Minute Reference: 02/17-10 Emergency Services Review	Council delegate authority to the Chief Executive Officer as the Shire's contact point to the Western Australian Local Government Authority (WALGA) to provide feedback to WALGA on the Emergency Services Levy (ESL) Review under the following guidance: a) Maintain the position resolved by Council on the Review of Emergency Services Legislation (i.e. <i>Minute Ref: 06/14-14</i>) where relevant; b) Endeavour to expand the Bush Fire Services ESL expenditure eligibility criteria to incorporate items current not eligible (for example, yet not limited to, standpipes; radio masts & associated equipment; associated site works for new buildings; hydrant inspection & maintenance costs;	Yes	Completed

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		aerial fire break inspections; catering during fire event; advertising burning period; preparation of local fire notices; associated insurance premiums costs; associated legal costs for enforcement/infringements; overheads & plant depreciation costs; local government staff costs when involved in firefighting; SMS notifications costs) c) Support the establishment of a Rural Fire Services as identified in the in the Ferguson Report and endorsed by the State Government and for this service to be funded (partially or fully) from the ESL; d) Reiterate the Shire's position for the removal of the current situation where local government collects the ESL through the rates system and for this to be transfer back to the State (e.g. DFES) for collection and allocation.		
20	Minute Reference 03/17-7 Shire Administration Building Extensions	That Council endorse the design for the Shire Administration building extensions provided as Attachment 10.1.1(a) (i.e. constructing the rear passageway, kitchen and unisex/disabled toilet works, and existing toilet and passageway upgrade works) and take back to a Concept Forum session		

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		for discussion on the library and chamber relocation and upon completion of the tender documentation authorise the Shire CEO to advertise by local public notice for at least two weeks the tender for construction of the Shire Administration building extensions, and at the conclusion of the notice period any received submissions be presented to a meeting of Council for its consideration.	Yes	Completed

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21	Minute Reference: 03/17-10 Bill Hemsley Park	That Council:		
		(a) Accept Nature Playgrounds as the preferred provider for the construction of the Bill Hemsley Park Nature Playground (as per the quote provided as Attachment 10.1.2(e)) and delegate authority to the CEO to utilise savings in the 'Associated Components' allocation in the 2016/2017 Budget (Account: 2834, Job: CHEM) to deliver the Bill Hemsley Park Nature Playground.	Yes	Completed
		(b) Amend the 2016/2017 Council Budget (Account: 2834, Job: CHEM) to remove the identification of individual allocations of Shire resource, trust and loan amounts to Bill Hemsley Park project components (this amendment does not modify the individual allocation of grant amounts which are component specific) and delegate authority to the CEO to expend trust and Shire resource funds prior to loan funds (noting that this amendment does not modify the total project budget amount, or total project allocations identified in the Contributions Summary Table for Account: 2834 Job: CHEM).	Yes	Completed
		(c) That the Community Growth Funds approved for the development of a Bill		

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		Hemsley Park Entry Statement by the Parkfalls Residents Association be retained for the 2017/2018 budget in the event that the works are not completed within the 2016/2017 financial year, as commencement of the entry statement project will likely be delayed pending on-site development of the location, grade and ground level of the vehicle entry point to Bill Hemsley Park.		
22	Minute Reference 03/17-28 Road Infrastructure Committee Meeting	<u>Recommendation 5</u> Council: 1. Endorse the works required to repair the failed section of East Bowes Road be undertaken in 2016/2017; 2. Delegate authority to the Chief Executive Officer to transfer funds budgeted under COA 4840 (<i>Transfer to Roadworks Reserve</i>) as required to accommodate external contract and materials components of the repair works to COA 3372 (<i>Road Maintenance Expense</i>). The condition of the delegated authority being the original budget allocation for COA 4840 (i.e. \$100,000) is not to be exceeded; and 3. Utilise Shire roadworks resources to undertake as much works as possible	Yes	Project not completed in 16/17. Re-budgeted for in 17/18 therefore access to Reserve Funds was not necessary.

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		internally to repair the failed section of East Bowes Road; therefore minimising the external contracts and materials component of the works as much as possible.		
23	Minute Reference 04/17-28 Lot 90 White Peak	That Council: 1 Advise the Department of Lands that it is willing to purchase Lot 90 on Deposited Plan 25477 as an unencumbered freehold title. 2 That the purchase of Lot 90 on Deposited Plan 25477 be funded from Land Development Reserve Account GL6511. 3 Authorise the Shire President and Chief Executive Officer to sign any documentation relevant to the purchase of Lot 90 on Deposited Plan 25477 on the understanding that the purchase price is \$14,000 or a variation considered to be minor arising from the land being revalued by the Valuer Generals Office (should the re-valuation be greater than 10% of the current known valuation then this matter must be returned to Council for its reconsideration). 4 That Lot 90 on Deposited Plan 25477 be rezoned from 'Conservation' to 'Rural Residential' during the Shire Scheme Review	Yes	Completed

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		given that the Department of Parks & Wildlife have repeatedly declined the Department of Lands' offer to amalgamate Lot 90 into the Wokatherra Nature Reserve. 5 That in the event that the Shire assumes ownership of Lot 90 on Deposited Plan 25477 the Chief Executive Officer is to enter into discussion with the landowners of Lot 80 and/or Lot 265 Hester Place to gauge whether there is a level of interest in reaching an agreement over creating access (either by right of carriageway, battleaxe access leg or road creation) to Lot 90 to enable its sale.		

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24	Minute Reference 05/17-10 Annual Tenders 2017/2018	1 Council authorise the Chief Executive Officer to call tenders for all items within the 2017/2018 Budget, which require tenders to be called in accordance with legislation. 2 Council delegate authority to the Chief Executive Officer, in accordance with Section 5.43(b) of the Local Government Act, 1995, to accept a preferential list of compliant suppliers for road building materials (e.g. gravel pushing, bitumen and aggregate) from tenders received, under the condition the actual expenditures to be incurred by Council does not exceed the amounts authorised in the adopted 2017/2018 Budget for these procurement items. 3 All other tenders are to be brought back to Council for resolution on successful tender.	Yes	Completed

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25	Minute Reference 05/17-15 Disposal of Lot 19 Chapman Valley Road Nabawa	Council: 1. Council endorse the disposal of Lot 19 Chapman Valley Rd, Nabawa by Private Treaty: 2. Authorise the Chief Executive Officer to negotiate the best possible price for the sale of Lot 19 Chapman Valley Rd, Nabawa with the minimum sale price being within 15% of valuation received for the property; 3. Offers are to be accepted in accordance with the Item 1 above and the following condition noted: <i>"This offer is conditional upon the Shire of Chapman Valley completing and complying with all the necessary legislative requirements for the disposal of local government property by private treaty"</i> 4. In the event an offer is accepted by the Chief Executive Officer in accordance with Items 2 & 3 above the proposed sale is to be advertised in accordance with legislation seeking public submissions; 5. In the event of there being no submissions	Yes	Completed

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		received from the public Council authorise the Chief Executive Officer to accept the offer made for the sale of Lot 19 Chapman Valley Rd, Nabawa by Private Treaty; 6. Council allocate the funds received for the sale of Lot 19 Chapman Valley Rd, Nabawa to the Shire's Building Reserve Fund.		
26	Minute Reference 06/17-13 Management Licence – Chapman Valley Football Club	Council: - Endorses the <i>"Management Licence for the use of Portion of Lot 3/3320; Lot 29 & Lot 21 Chapman Valley Road, Nabawa"</i> between the Shire of Chapman Valley and the Chapman Valley Football Club as presented and authorise the Chief Executive Officer to finalise the Licence and implement the conditions immediately; - Endorse the deletion of the following Management Procedures as these are specific to the Chapman Valley Football Club and will now be incorporated in the Management Licence: - CMP-011 – Nabawa Oval Arena Fence; and - CMP-013 - Change Rooms & Associated Areas – Chapman Valley Football Club	Yes	Completed

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		3. Council amend Management Procedure CMP-014 to read: <i>"The area defined for the sports oval be used solely for the purpose of pedestrian team sports unless otherwise determined by the Shire."</i> 4. The naming rights of the oval to be included as a clause in the management licence to be endorsed by Council.		
27	Minute Reference: 09/17-8 Management Licence – Chapman Valley / Northampton Cricket Club	Council endorses the <i>"Management Licence for the use of Portion of Lot 3/3320; Lot 29 & Lot 21 Chapman Valley Road, Nabawa"</i> between the Shire of Chapman Valley and the Chapman Valley/Northampton Cricket Club as presented and authorise the Chief Executive Officer to finalise the Licence and implement the conditions immediately.	Yes	Completed
28	Minute Reference: 02/18-6 Provision of Online Licencing Services	Council delegate authority to the Chief Executive Officer to reach the best possible agreement with the Department of Transport to renew the Agreement for the <i>Provision of Licensing Services</i> under Section 11 of the <i>Road Traffic (Administration) Act 2008</i> .	Yes	Completed
29	Minute Reference 03/18-2 Shire of Chapman Valley Local Planning Scheme No.3	That Council: 1 Resolve to adopt Shire of Chapman Valley		

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		Local Planning Scheme No.3 pursuant to Part 5 of the <i>Planning and Development Act 2005</i> and forward, in accordance with Part 5 Division 3 Section 81 of the <i>Planning and Development Act 2005</i>, notice of the resolution to adopt and a copy of the Scheme to the Environmental Protection Authority to determine whether the Scheme should be formally assessed. 2 Forward the Shire of Chapman Valley Local Planning Scheme No.3, in accordance with Part 4 Division 2 Section 21 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, to the Western Australian Planning Commission seeking its consent to advertise. 3 Delegate to the Chief Executive Officer to undertake minor modifications to the Shire of Chapman Valley Local Planning Scheme No.3 that do not significantly alter the intent of the Scheme (including but not limited to; changes to format, spelling, grammar, numbering; Model or Deemed provisions; updates necessitated by Scheme Amendments, Structure Plans, Policies or other Strategies that have been given approval in the interim period etc.) as may be required by the Western	Yes	Completed

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		Australian Planning Commission or otherwise prior to its advertising consent being granted. 4 Upon receipt of the Western Australian Planning Commission's advice that the Shire of Chapman Valley Local Planning Scheme No.3 can be advertised, and compliance with Part 5 Division 3 Section 82 of the <i>Planning and Development Act 2005</i>, proceed to advertise the Scheme in accordance with Part 4 Division 2 Section 22 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>. 5 At the conclusion of the advertising period return the draft Shire of Chapman Valley Local Planning Scheme No.3, and any received submissions, to Council for its further consideration.		

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30	Minute Reference: 05/18-12 Annual Tenders 2018/2019	1 Council authorise the Chief Executive Officer to call tenders for all items within the adopted 2018/2019 Budget, which require tenders to be called in accordance with legislation. 2 Council delegate authority to the Chief Executive Officer, in accordance with Section 5.43(b) of the Local Government Act, 1995, to accept a preferential list of compliant suppliers for road building materials (e.g. gravel pushing, bitumen and aggregate) from tenders received, under the condition the actual expenditures to be incurred by Council does not exceed the contract & materials amounts authorised in the adopted 2018/2019 Budget for the road works program. 3 All other tenders are to be brought back to Council for resolution on successful tender.	Yes	Completed
31	Minute Reference 05/19-9 Delegation 3009 Review	Council amend Delegation 3009 to read as follows: <i>DELEGATION NUMBER -3009</i> <i>LEGISLATIVE POWER - Local Government Act 1995 & Local Government (Functions & General) Regulation, 1996</i> <i>DELEGATION SUBJECT -Tenders for Providing Goods & Services</i>	Yes	Completed

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		<i>DELEGATE - CHIEF EXECUTIVE OFFICER</i> <i>RELEVANT POLICY/PROCEDURE - Nil</i> <i>In respect to Part 4 of the Local Government (Functions and General) Regulations 1996, the CEO is delegated authority to perform the following:</i> <i>Publicly invite tenders for the supply of goods and services expected to be worth more than \$150,000. (Reference: Regulations 11(1), 12 and 13).</i> <i>Determine, in writing, the criteria for deciding which tenders should be accepted and give Statewide public notice in accordance with Regulation 14.</i> <i>Give each tenderer notice in writing containing particulars of the successful tender or advising that no tender was accepted. (Reference: Regulation 19).</i> <i>Council delegate authority to the Chief Executive Officer, in accordance with Section 5.43(b) of the Local Government Act, 1995, to accept a preferential list of compliant suppliers for road building materials (e.g. gravel pushing, bitumen and aggregate) from tenders received, under the condition the actual expenditures to be</i>		

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		<i>incurred by Council does not exceed the contract & materials amounts authorised in the adopted Budget for the road works program.</i> <i>All other decision to select a successful tender is still one for Council to determine unless otherwise resolved by Council.</i>		
32	Minute Ref: 05/19-12 Disposal of Lot 102 Chapman Valley Road Yuna	Council: 1. Council does not accept the current offer for the disposal of Lot 102 Chapman Valley Road, Yuna. 2. Council endorse the disposal of Lot 102 Chapman Valley Rd, Yuna by Private Treaty and authorise the Chief Executive Officer to negotiate the best possible price for the sale of Lot 102 Chapman Valley Rd at a price no lower than 10% of the minimum market value range. 3. Offer to be accepted in accordance with the Item 1 above and the following condition noted: <i>"This offer is conditional upon the Shire of Chapman Valley completing and complying with all the necessary legislative requirements</i>	Yes	Completed

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		<i>for the disposal of local government property by private treaty"</i> 4. In the event an offer is accepted by the Chief Executive Officer in accordance with Items 1 & 2 above the proposed sale is to be advertised in accordance with legislation seeking public submissions; 5. Council allocate the funds received for the sale of Lot 102 Chapman Valley Rd, Yuna to the Shire's Building Reserve Fund.		
33	Minute Ref: 08/19-12 Batavia Local Emergency Management Arrangements	1. Council endorse the Draft Batavia Local Emergency Management Arrangements as presented with the following comment: a. Individual local government hazard management plans be listed in the Arrangements as addendums to the document and provided under separate cover. 2. Council delegate authority to the Chief Executive Officer (in consultation with Council representatives on the Batavia Local Emergency Management Committee) to deal with minor amendments to the Draft Batavia Local Emergency Management Arrangements as part of the finalisation of the document. In	No	Still progressing

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		the event the Chief Executive Officer determines any proposed amendments to the Draft Arrangements as being significant then this matter is to be presented back to Council for further consideration. 3. Council delegate authority to the Chief Executive Officer to undertake amendments to the existing Shire of Chapman Valley Local Emergency Management Arrangements in the event the introduction of the new Batavia Local Emergency Management Arrangements is delayed to ensure legislative compliance.	Yes	Completed
34	Minute Ref: 12/19-16 Tourism & Events Working Group – Australia Day Awards	Council delegate authority to the Chief Executive Officer to determine an appropriate 2020 Australia Day Event type and location, within budget allocation and in consultation with the Tourism & Events Working Group.	Yes	Completed
35	Minute Ref: 02/20-12 Review of Council Policies & Procedures	Council endorses the Chief Executive Officer to amend all existing Policies and Procedures to best reflect the most appropriate wording of “Council” or “Shire” to be undertaken as an administrative task.	Yes	Completed
36	Minute Ref: 06/20-02 Water Sports School Lease Extension	That Council issue delegated authority to the Chief Executive Officer to prepare a lease for Kitewest to continue to operate a Water Sports School upon Reserve 50066 (Coronation Beach) subject to the	Yes	Completed

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		following conditions: 1 The period of the lease shall be not more than 5 years from the current lease expiry date (i.e. new expiry date not later than 30 June 2027). 2 The lease shall again address matters pertaining to location, visual appearance and maintenance of the water sports school sea container, and agreed improvements and manner of operation. 3 The lease issued to the Water Sports School is not to be construed as the granting of an exclusive use of the reserve, other than for the immediate area occupied by the sea container, and agreed improvements, and associated parking area for 1 vehicle and 1 trailer. 4 The annual lease fee shall be \$500 GST exclusive. 5 The lessee is required to produce and implement a Risk Management Plan to the approval of the local government. 6 The lessee shall provide a copy of their liability and indemnity insurance to the local		

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		government and ensure that the Shire of Chapman Valley is listed an interested party upon the insurance policy. 7 In the event that there any disputes in relation to the drafting and enacting of the lease this matter is to be returned to Council for its consideration.			
37	Minute Reference: 06/20-09 Bushfire Risk Management Plan – Grant Agreement	Council: i. Agree to participate in the Department of Fire and Emergency Services (DFES) Bushfire Risk Management Plan Grant Program and authorise the Chief Executive Officer to finalise the Grant Agreement with DFES for this project. ii. Advise DFES it's preference is not to auspice the proposed Bushfire Risk Management Plan Grant Program. However; will undertake this role if no other participating local government authority is willing to do so.	Yes		Completed
38	Minute Reference: 10/20-10 Council delegate authority to the Chief Executive Officer	Council delegate authority to the Chief Executive Officer to adjust the budgeted funding allocation to individual Local Road & Community Infrastructure Project projects under the following conditions:	Yes		Completed LRCIP(1) Funds Acquitted

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ITEM	COUNCIL MINUTE NUMBER	COUNCIL RESOLUTION	ACTIONED YES or NO		COMMENTS
		1. Prior approval being received from the grant provider (Department of Infrastructure, Transport, Regional Development and Communications); 2. The Parkfalls Shoulder Extension Project to be used as the adjustment project to accommodate over and under expenditure as well as the situation of third party grants linked to specific projects being unsuccessful; and 3. The overall Local Road & Community Infrastructure Project Budget grant allocation amount not being exceeded.			
39	Minute Reference: 10/20-04 Delegate authority to the Chief Executive Officer to amend the existing management	Council: Issue delegated authority to the Chief Executive Officer to amend the existing management licence to allow for the food outlet, in addition to the water sports school, upon Reserve 50066 (Coronation Beach).	Yes		Completed
40	Minute Reference: 12/20-17 Tourism & Events Advisory Group – Australia Day Awards	Council delegate authority to the Chief Executive Officer arrange the Australia Day Function 2021 to be held at Bill Hemsley Community Centre as a breakfast function including Smoothie and Coffee Vans for the function, with the TEAG members assisting with the event.	Yes		Completed

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ITEM	COUNCIL MINUTE NUMBER	COUNCIL RESOLUTION	ACTIONED YES or NO	COMMENTS
41	Minute Reference: 03/21-06 Annual Budget Review 2020/2021	1. Council adopts the 2020/2021 Statutory Budget Review, which includes all amendments listed in the Budget Review Report attached and the following additional amendments: a) Increase expenditure for Edge Repair Works on Wandana, Wandin & White Peak Rds - \$201,183 b) Remove Materials & Contract Expenditure on Wandana Rd Gravel Sheeting Project to be deferred - \$47,500 c) Remove Materials & Contract Expenditure on Richards Rd Seal Extension project to be deferred - \$25,586 d) Reallocate amount from unspent Annual Maintenance Contingency Budget in 20/21 - \$128,097 2. Delegated Authority is given to the Chief Executive Officer to transfer funds from the Plant/Light Vehicle Reserve <u>(if required)</u> for the repair of plant item P23 Caterpillar Grader.	Yes	Completed. Funds not required to be transferred. Expenditure on Grader repairs absorbed into Parts & Repairs operating Budget

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ITEM	COUNCIL MINUTE NUMBER	COUNCIL RESOLUTION	ACTIONED YES or NO	COMMENTS
42	Minute Reference: 04/21-08 Minute Reference: 05/21-07 Minute Reference: 05/21-08 Blaze Aid Funding Contribution	1 The Shire agree for BlazeAid to use the Yuna community centre for a period determined by the CEO and to be brought back to council for a determination if necessary. 2 The Shire agree to underwrite \$5,000 to initiate BlazeAid camp establishment at the Yuna community centre, with the understanding other external contributions are being sought. 3 Authorise the CEO to reallocate funds from the budget to accommodate the \$5,000 amount. 4 The CEO to liaise with CABY for the use of the Yuna community centre by BlazeAid and the effect upon the use of the building during this time. 5 The CEO to liaise with Water Corporation additional water requirements. 6 Shire's Yuna Depot to be used as storage area for BlazeAid equipment.	Yes	Completed
43	Minute Reference: 09/21-13	Council: 1. Endorse the introduction of a shared Occupational Safety & Health Compliance Officer with the Shire of Northampton as part of the Shire of Chapman Valley's organisational structure. 2. Allocate \$50,000 in the adopted 2021/2022 budget from additional Financial Assistance Grants to be received from the WA Grants		

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ITEM	COUNCIL MINUTE NUMBER	COUNCIL RESOLUTION	ACTIONED YES or NO	COMMENTS
		Commission for the costs associated with employing shared Occupational Safety & Health Compliance Officer with the Shire of Northampton and (if necessary) to obtain external consultancy/contract assistance in 2021/2022. If additional funds are required in this financial year then this be brought back to Council for consideration of additional budget variation(s) to accommodate the new position. 3. Authorise the Chief Executive Officer to work with the Shire of Northampton to: a. establish a Position Description and Remuneration Package for the Occupational Safety & Health Compliance Officer position; and b. undertake a recruitment and selection process for the Occupational Safety & Health Compliance Officer position; 4. In the event the Shire of Northampton declines to share an Occupational Safety & Health Compliance Officer the Chief Executive Officer be authorised to:	Yes No NA	

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		a. use the \$50,000 allocated to either seek another willing local government authority to share the position; and/or b. obtain external contract/consultancy services to assist with improved compliance with the Work Health Safety legislation. 5. Allocate funds in future budgets to cover costs for the ongoing employment of an Occupational Safety & Health Compliance Officer and/or external contract/consultancy services to assist with compliance with the Work Health Safety legislation.			
44	Minute Reference: 10/21-15	Council delegate authority to the Chief Executive Officer to provide a letter of support to the Midwest Development Commission for the Midwest Hydrogen Hub Bid.	Yes		
45	Minute Reference: 12/21-11	Council delegated authority the CEO to approach local businesses for catering options for the Australia Day Community Function	Yes		
46	Minute Reference: 12/21-17	Council use the current allocation of \$5,000 in the Adopted 2021/2022 Budget for Aboriginal Cultural Awareness to remove the existing and acquire and install three new flag poles to be located at the			

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ITEM	COUNCIL MINUTE NUMBER	COUNCIL RESOLUTION	ACTIONED YES or NO	COMMENTS
		Shire Offices. If additional funds are required the CEO is to be authorised to utilise the increased end of year surplus position at the 30th June 2021 to accommodate any shortfall and this be dealt with at the February/March 2022 Annual Budget Review.		
	Minute Reference: 06/22-10	Council review and endorse the Batavia Local Emergency Management Arrangements (LEMA) and Local Recovery plan as presented and authorise the Chief Executive Officer to execute the document signing with the Shire of Northampton and the City of Greater Geraldton Chief Executive Officers.		
	Minute Reference: 07/22-05	Council: 1. ENDORSE the Strategic Community Plan – Shire of Chapman Valley 2022 – 2032 as a draft for the purpose of public advertising. 2. Give discretion to the Chief Executive Officer to make minor editorial changes to the Strategic Community Plan that does not affect the intent of its content.		
	Minute Reference: 07/22-10	Council: 1. Reject RFQ 2122 – 10 Midwest Regional Group		

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ITEM	COUNCIL MINUTE NUMBER	COUNCIL RESOLUTION	ACTIONED YES or NO	COMMENTS
		Waste Collection & Processing for the provision of waste management services to the Shire of Chapman Valley and on a regional basis with the local governments of Greater Geraldton, Irwin and Northampton. 2. Authorise the CEO to negotiate with the tenderer on aspects of the tender to clarify price; and/or 3. Authorise the CEO to retender and look for more suitable tenderers. 4. Authorise the CEO to request for an extension of the current contract to assist in this evaluation process until December 2022.		