

Minutes

ORDINARY MEETING OF COUNCIL
15 OCTOBER 2014
COUNCIL CHAMBERS
WICKEPIN



Table of Contents

| | | |
|--|---|----|
| 1. | ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED) | 3 |
| 2. | PUBLIC QUESTION TIME | 3 |
| 3. | APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES..... | 5 |
| 4. | PETITIONS, MEMORIALS AND DEPUTATIONS | 5 |
| 5. | DECLARATIONS OF COUNCILLOR'S AND OFFICER'S INTEREST | 5 |
| 6. | CONFIRMATION OF MINUTES – ORDINARY MEETING OF COUNCIL – 24 SEPTEMBER 2014 | 5 |
| 7. | RECEIVAL OF MINUTES | 5 |
| 7.1 | TOWNSCAPE & CULTURAL PLANNING COMMITTEE MEETING | 6 |
| 7.2 | LIFESTYLE RETIREMENT COMMITTEE | 7 |
| 8. | STATUS REPORT | 8 |
| 9. | NOTICE OF MOTIONS OF WHICH NOTICE HAS BEEN GIVEN..... | 10 |
| 10. | RECEIPT OF REPORTS & CONSIDERATION OF RECOMMENDATIONS | 10 |
| | | |
| <i>TECHNICAL SERVICES</i> | | |
| 10.1.01 | – MANAGER WORKS AND SERVICES REPORT | 11 |
| 10.1.02 | – FIRE TRUCKS UHF RADIOS | 15 |
| | | |
| <i>GOVERNANCE, AUDIT AND COMMUNITY SERVICES</i> | | |
| 10.2.01 | – FINANCIAL REPORT | 17 |
| 10.2.02 | – LIST OF ACCOUNTS | 20 |
| 10.2.03 | - EHO/BUILDING SURVEYOR'S REPORT | 26 |
| 10.2.04 | – COMMUNITY DEVELOPMENT OFFICER'S REPORT | 27 |
| 10.2.05 | - DUAL FIRE CONTROL OFFICERS 2014/2015 – SHIRE OF DUMBLEYUNG | 30 |
| | | |
| <i>LIFESTYLE RETIREMENT</i> | | |
| 10.4.01 | – LIFESTYLE RETIREMENT COMMITTEE MEETING RECOMMENDATIONS | 31 |
| | | |
| 11. | PRESIDENT'S REPORT | 34 |
| 12. | – CHIEF EXECUTIVE OFFICER'S REPORT | 34 |
| 13. | NOTICE OF MOTIONS FOR THE FOLLOWING MEETING | 37 |
| 14. | REPORTS & INFORMATION | 37 |
| 15. | URGENT BUSINESS | 37 |
| 16. | CLOSURE | 37 |

**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 15 October 2014**

The President declared the meeting open at 1.36pm.

1. Attendance, Apologies and Leave of Absence (Previously Approved)

| | |
|------------------------|----------------|
| Shire President | Cr SJ Martin |
| Deputy Shire President | Cr JA Russell |
| Councillors | Cr FA Allan |
| | Cr AG Lansdell |
| | Cr MG Lang |
| | Cr WA Astbury |

| | |
|---------------------------|--------------------------------|
| Chief Executive Officer | Mr MJ Hook |
| Executive Support Officer | Miss LG Pearson (Minute Taker) |

Leave of Absence (Previously Approved)

Apologies

Cr GCL Hinkley
Cr RE Easton

2. Public Question Time

President Steve Martin welcomed community member, Tom Williamson and also welcomed Alf Baker and Mike Ingram from WA Kaolin.

Alf Baker and Mike Ingram thanked Council for the opportunity to update the Shire of Wickepin Council and Community on the WA Kaolin project and presented background information and what the next stages are for the project. The following topics were also touched upon in the presentation:

- WA Kaolin competitors
- The process of mining for Kaolin
- Existing operations in Kwinana
- The market; mainly Asia

Alf Baker explained the structure of the Project Management for WA Kaolin and stated himself as the Director and CEO and Andrew Sorensen being the Operations Director.

Alf Baker also highlighted that the WA Kaolin project will bring approximately 60-80 employees into the Shire of Wickepin area. He also updated the Council on the planning and approval process for the project.

Mike Ingram briefly addressed the submissions from the community and advised that he will discuss in more detail during the community consultation being held at 6.30pm that evening.

President Steve Martin thanked Alf Baker and Mike Ingram from WA Kaolin for the update.

2.20pm – Community member Tom Williamson departed the meeting.

2.20pm – Alf Baker and Mike Ingram from WA Kaolin departed the meeting.

3. **Applications for Leave of Absence/Apologies**
4. **Petitions, Memorials and Deputations**
5. **Declarations of Councillor's and Officer's Interest**
6. **Confirmation of Minutes** – Ordinary Meeting of Council – 24 September 2014

Resolution No 151014-01

Moved Cr Allan / Seconded Cr Astbury

That the minutes of the Ordinary Council meeting held on Wednesday 24 September 2014 be confirmed as a true and correct record.

Carried 6/0

7. **Receival of Minutes**

Receival of Minutes

7.1 Townscape & Cultural Planning Committee Meeting

| | |
|------------------------------------|---|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Leah Pearson, Executive Support Officer |
| File Reference: | |
| Author: | Leah Pearson, Executive Support Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 9 October 2014 |

Enclosure / Attachment:

Minutes of the Townscape & Cultural Planning Committee Meeting held on Wednesday 8 October 2014.

Background:

The Townscape & Cultural Planning Committee Meeting was held on Wednesday 8 October 2014.

Comment:

Section 5.22 of the Local Government Act 1995 provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Statutory Environment:

Section 5.22 of the Local Government Act 1995

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the Minutes of the Townscape & Cultural Planning Committee Meeting held on Wednesday 8 October 2014 be received.

Voting Requirements: Simple majority

Resolution No 151014-02

Moved Cr Lang / Seconded Cr Allan

That the recommendations listed under agenda items 7.1 and 7.2 be adopted en-bloc.

Carried 6/0

Receival of Minutes

7.2 Lifestyle Retirement Committee

| | |
|------------------------------------|---|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Leah Pearson, Executive Support Officer |
| File Reference: | |
| Author: | Leah Pearson, Executive Support Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 10 October 2014 |

Enclosure / Attachment:

Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 8 October 2014.

Background:

The Lifestyle Retirement Committee Meeting was held on Wednesday 8 October 2014.

Comment:

Section 5.22 of the Local Government Act 1995 provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Statutory Environment:

Section 5.22 of the Local Government Act 1995 provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 8 October 2014 be received.

Voting Requirements: Simple majority.

Resolution No 151014-02

Moved Cr Lang / Seconded Cr Allan

That the recommendations listed under agenda items 7.1 and 7.2 be adopted en-bloc.

Carried 6/0

8. Status Report

| Item | Subject/Action | Officer/ File | Progress | Status | Comment |
|---------------|--|------------------|---|--------|---|
| 451-190214-17 | Tincurrin Hall upgrade | CEO | That the Shire of Wickepin's Community Development Officer commence full community discussions on the future of all the community halls within the Shire of Wickepin, with all ratepayer and residents in the Shire of Wickepin, and prepare a report on the results of the Community Consultation. That the Community Consultation Report be tabled for discussion at the 21 May 2014 Ordinary Council Meeting. | ○ | Work still being done by Natalie Manton. |
| 460-190314-04 | Technical Services Committee Meeting Recommendations | CEO | That Council pass the following recommendation; 1. That Council authorise the Chief Executive Officer to investigate the realignment of the Avery Corner and the Bulmans Hill sections of the Pingelly Wickepin Road, and prepare a report with costs and funding options for the Technical Services committee on any proposed realignment. | ○ | Contact made with Main Roads WA Narrogin who is looking at the project next week. |
| 487-200814-08 | RRG - Local Road Project Funding | CEO | That Council gives the Technical Services Committee delegated authority to adopt the Five Year Road Program 2015/2016 to 2019/2020 and to submit the Regional Road Group Portion to the Main Roads Narrogin under the Local Road Project Funding Multi Criteria Assessment Program. | ✓ | Adopted. |
| 489-200814-13 | Toolibin Lake Recovery Team Membership | CEO | That Council nominates Cr Easton to be on the Department of Parks and Wildlife Great Southern District - Narrogin Office Toolibin Lake Recovery Team under the Toolibin Lake Natural Diversity Recovery Catchment Project. | ✓ | Letter forwarded with nominations. |
| 497-240914-04 | Technical Services Committee Meeting Recommendations | CEO | That council adopts the 5 year road program. | ✓ | Adopted. |
| 498-240914-05 | Western Australian Planning Commission - Butler Road | CEO | That Council advise the WAPC that it is in favour with the Application no 150527 – Lot 2105, 2100, O'Brien Road Gillimanning but advise the WAPC that these lots are on Butler Road and not O'Brien Road as shown on the survey documents. | ✓ | Letter sent 30/09/2014. |
| 499-240914-06 | Wickepin Community Centre Car Park Upgrade | CEO | That the existing external toilet block be demolished. | ○ | Listed in works program. |
| 500-240914-07 | Wickepin Community Centre Car Park Upgrade | CEO | That Council remove the trees on Campbell Street. | ○ | Listed in works program. |

| Item | Subject/Action | Officer/ File | Progress | Status | Comment |
|---------------|---|------------------|--|--------|---|
| 501-240914-08 | Wickepin Community Centre Car Park Upgrade | CEO | That Council authorise the CEO to request Judith McDougall to modify the design for the car park as per the discussion at Council meeting and that the revised design be brought back to the next ordinary meeting of Council. | ○ | Notified consultant. Part of November agenda. |
| 502-240914-09 | Wogolin Reserve History Board | CEO | <ol style="list-style-type: none"> 1. That Council allocate \$2,000 for consideration in the 2015/2016 Budget for a table and chair setting at the Wogolin Townsite Reserve. 2. That Council place parking and heritage signs at the entrance to the Wogolin Townsite Reserve. | ✓ | Letter sent to Stuart Ledwith 30/09/2014. |
| 503-240914-12 | Write off – Overdue debt | CEO | That Council write-off the debt owed by Mr. Robert Whibley for lost library books totaling \$201.55 as outlined above. | ✓ | Written off. |
| 504-240914-13 | Sewerage Asset Management Plan 2014 | CEO | That the Shire of Wickepin adopt the Shire of Wickepin Sewerage Asset Management Plan 2014 as attached. | ✓ | No further action. |
| 505-240914-14 | Application for Fuel Tank and Bowser – Lot 26 Roberts Street, Yealering | CEO | <p>That Council:</p> <ol style="list-style-type: none"> 1. Approve the fuel tanks and bowsers at Lot 26 Roberts Street, Yealering; 2. The fuel tanks and bowsers to comply with Australian Standard (AS) 1940 for the storage of flammable and combustible liquids; 3. The fuel tanks and bowsers to comply with the code of practice on how to construct a proper earth bund for fuel storage; 4. A Building Licence is required prior to the construction of the fuel tanks and bowsers. | ✓ | Letter sent to Peter Stribling sent 30/09/2014. |
| 506-240914-16 | Provision of Audit Services | CEO | That Council appoint Butler Settineri to provide audit services to the Shire of Wickepin for 2014/2015, 2015/2016, 2016/2017 and 2017/2018 financial years. | ✓ | Letters sent 30/09/2014. |
| 507-240914-17 | Weekend to End Women's Cancer – Waiving Fees Wickepin Community Centre | CEO | That Council waives the hire fees for the Wickepin Community Centre for a day or night prior to the Weekend to End Women's Cancer on the weekend of 28 th to 29 th March 2015, being organised by Ms. Joanne Leeson. | ✓ | Letter sent 30/09/2014. |
| 508-240914-18 | Request for alfresco dining | CEO | <p>That the Wickepin Newsagency be permitted to provide alfresco dining outside and adjacent to the Wickepin Newsagency on the condition that there be no obstruction to the footpath and that pedestrians have clear access to the shop and surrounding businesses.</p> <p>That the Wickepin Newsagency be permitted to display a coffee banner in the rose garden in the medium strip opposite the Wickepin Newsagency.</p> | ✓ | Letter sent 30/09/2014. |
| 509-240914-19 | Expressions of Interest - Yarling Court Unit | CEO | The expression of interest from a senior person to rent Unit 3 Yarling Court be declined on the basis that the age of the applicant does not meet the criteria for the units which are intended | ✓ | Letter sent 30/09/2014. |

| Item | Subject/Action | Officer/ File | Progress | Status | Comment |
|---------------|---|------------------|--|--------|-----------------------------|
| | | | to be rented by young, single people. That Council review the existing assessment criteria for the young singles units at Yarling Court and develop policy guidelines to assist staff with tenancy applications at the next Governance Committee meeting. | | |
| 510-240914-20 | Townscape & Cultural Planning Committee Meeting Recommendations | CEO | That Council pass the following recommendation; <ul style="list-style-type: none"> That the Wickepin Cemetery Upgrade Plan Part 2, Option C1 is endorsed by Council. | ✓ | No further action required. |
| 511-240914-22 | Urgent Business – St John Ambulance – Waive sewerage rates | CEO | That Council waive the sewerage rates for the St John Ambulance, assessment number A5241. | ✓ | Letter sent 30/09/2014. |

If not noted, please insert numbers of items once attended to and return sheet to CEO.

○ = in progress ✓ = completed ✕ =superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

2.23pm – MWS Peter Vlahov entered the chambers.

Infrastructure and Engineering Services

10.1.01 – Manager Works and Services Report

| | |
|------------------------------------|--|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Peter Vlahov, Manager Works & Services |
| File Reference: | 2610 |
| Author: | Peter Vlahov, Manager Works & Services |
| Disclosure of any Interest: | Nil |
| Date of Report: | 8 October 2014 |

Enclosure / Attachment: Ongoing Maintenance List

Background: Monthly report submitted from Manager of Works & Services, Mr Peter Vlahov.

Comment: Not applicable.

Programmed Construction Works

- Work has commenced on the Black Spot Project located at the intersection of Wickepin North Road and the Pingelly Wickepin Road. This job will hopefully be completed prior to the commencement of the harvest season.

Plant Replacement

- Front End Loader replacement. The MWS has commenced the proceedings of requesting quotes under the WALGA preferred Suppliers program for the replacement of Councils front end loader (WK 822 Komatsu WA 250). Replacement price details will be submitted to the November Council Meeting.
- Parks and Gardens Truck Replacement. The MWS has commenced the proceedings of requesting quotes under the WALGA preferred Suppliers program for the replacement of Councils small tip truck (WK698 Hino Dutro). The trade vehicle Hino Dutro tip truck WK 698 Will be advertised for sale by local tender and the price details will be submitted to the November Council Meeting including trade and private offers for the vehicle.
- Road Broom Replacement. The MWS has commenced the proceedings of requesting quotes for the replacement of Councils road broom. Prices received will be submitted to the November Council Meeting.
- MWS needs to advertise (locally) for the sale of the two small roller doors which are surplus to Council requirements.
- Council also needs to call Tenders for the 2014/2015 Bitumen requirements as the total amount exceeds the \$100,000 threshold.

Maintenance Works

- General ongoing maintenance.
- Tree slashing Harrismith North Road, Miller Road and Elsinore Road.
- Bitumen Patching.
- Street tree pruning.
- Mosquito fogging.
- Traffic counters
- Grave Digging
- Maintenance grading
- Various sign repairs and installations.
- Pool Chemical supply.

Please see ongoing list attached

Occupational Health and Safety

- There have been no incidents to report.
- Training requirements are proceeding. These will include Basic Traffic Management and three staff members will upgrade their Truck Driver Licenses.

Workshop

- General servicing
- Assist with other building and maintenance issues.

Parks and Gardens

- Mowing and slashing various, including some road verges.
- Prepare oval for the cricket season
- Install disc filter in main water delivery line at oval.
- General gardening at this time involves a great deal of weed growth control.

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary: Not applicable.

Recommendation:

That council notes the report from the Manager of Works and Services dated 8 October 2014.

Voting Requirements: Simple majority

Resolution No 151014-03

Moved Cr Lansdell / Seconded Cr Astbury

That council notes the report from the Manager of Works and Services dated 8 October 2014.

Carried 6/0

2.36pm – MWS Peter Vlahov departed the Chambers.

| | Date | Area | Action | Requested by | Complete Y/N | Date Complete | Notes |
|-----------|------------|------------|--|----------------|--------------|---------------|--|
| May | 27/05/2014 | All | Order bush fire signs for shire boundary entries. | Council | ○ | | |
| | 27/05/2014 | Wickepin | Quotes for swing and fencing for playground main street. | Mark Hook | ✓ | | |
| | 27/05/2014 | Harrismith | Quote for seat in Harrismith main street. | Mark Hook | ✓ | | |
| | 29/05/2014 | Wickepin | Washers need replacing in women's toilet in the Shire office. | Natalie Manton | ✓ | August | Complete. |
| June | 03/06/2014 | Wickepin | Plastic doggy bags needed at Community Centre. | K. Lansdell | ✓ | 04/06/2014 | |
| | 06/06/2014 | Wickepin | Oil heater not working – Unit 4 Cottage Homes. | Amy Read | ✓ | 09/06/2014 | Oil heaters are old and not used any more. |
| | 10/06/2014 | Wickepin | 5 Smith Street – TV Ariel needs fixing. | Gillian Spargo | ✓ | | |
| | 11/06/2014 | Wickepin | Roses on main street need repositioning. | | ✓ | | Have been pruned. |
| | 12/06/2014 | Wickepin | Clean courts for netball game. | Leah Pearson | ✓ | 13/06/2014 | |
| | 13/06/2014 | Tincurrin | Mowing of Tincurrin school. | Tincurrin P.S | ✓ | June | |
| | 20/06/2014 | Wickepin | Unit 4 Cottage Homes – Heater is only blowing cold air. | Vicki Kelly | ✓ | June | |
| | 23/06/2014 | Wickepin | Frames to be hung in Council Chambers. | Leah Pearson | ✓ | June | |
| | 23/06/2014 | Wickepin | Duplex floors to be cleaned and sealed. | Leah Pearson | ✓ | June | |
| | 26/06/2014 | Tincurrin | Pot hole in line Road. | Keith Parnell | ✓ | June | |
| | 27/06/2014 | Wickepin | No through sign needed on Levi Road. | Malcolm Talbat | ✓ | August | |
| July | 17/07/2014 | Wickepin | Malyalling Rd – Pot hole and small hole developing West Malyalling rd. | Gary Lang | ✓ | July 2014 | |
| | 25/07/2014 | Wickepin | Unit 3 Yarling Court – Sliding door hard to lock, replace kitchen light. | Glen Sands | ○ | | |
| | 28/07/2014 | Yealering | Yealering Hall – Oven door doesn't seal properly. | Lois Shipley | ✓ | August 2014 | |
| | 28/07/2014 | Wickepin | 6 Wogolin Road – Tree on fence line has come down needs removing. | Gwen Kirby | ✓ | | |
| | 29/07/2014 | Wickepin | Community Centre Store room has locking issues, 2 blown globes. | Tony Smith | ✓ | | |
| August | 01/08/2014 | Wickepin | Unit 2 Cottage Homes – Shower not draining properly. | Doug Gardener | ✓ | September | |
| | 13/08/2014 | Wickepin | Wickepin Cemetery – large trees with limbs coming down on graves. | Townscape | ✓ | September | |
| | 15/08/2014 | Wickepin | Community Centre – No paper in toilets. | | ✓ | September | |
| | 26/8/2014 | Wickepin | Collins street: fly wire door broken, gas leaks, broken clothes line. | Annika Mullan | ✓ | September | |
| September | 12/09/2014 | Wickepin | Community Centre – Extra green bins for pre-lim final football. | WFC | ✓ | September | |
| | 15/09/2014 | Wickepin | Unit 1 Yarling Court – TV not working. | Storm Roberts | ○ | | |
| | 16/09/2014 | Wickepin | Mens urinal cistern at the admin office is continually running. | Natalie Manton | ✓ | September | |
| | 16/09/2014 | Yealering | Tree needs trimming near school. | Linda Coxon | ✓ | September | |
| | 18/09/2014 | Wickepin | Cricket mats off oval before season starts. | Ty Miller | ✓ | 24/09/2014 | |
| | 19/09/2014 | Wickepin | Town Hall – Smashed window health centre side. | Janet Thorley | ○ | | |
| | 22/09/2014 | Wickepin | Town Hall – Tidy and clear out front room. | Natalie Manton | ✓ | September | |
| | 24/09/2014 | Wickepin | Day Care- slabs on track are lifting up – dangerous. | Daycare | ✓ | October | |
| | 25/09/2014 | Harrismith | Tree down Baker Road. | Bruce Ward | ✓ | October | |
| | 30/09/2014 | Wickepin | Wogolin Reserve History Board Signs – Parking and Heritage signs. | Council | ○ | | |
| October | 03/10/2014 | Wickepin | Get rid of weeds on Shire office path. | Hazel Green | ✓ | October | |
| | 08/10/2014 | Harrismith | Tidy up around Harrismith before photo comp on 1 November. | Townscape | ○ | | |
| | 09/10/2014 | Wickepin | Tidy up saleyards. | Ty Miller | ✓ | 09/10/2014 | |
| | 09/10/2014 | Wickepin | Unit 4 – Old furniture in spare room to be taken away. | Mark Hook | ○ | | |

Infrastructure and Engineering Services

10.1.02 – Fire Trucks UHF Radios

| | |
|------------------------------------|--------------------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Mark J Hook, Chief Executive Officer |
| File Reference: | 1702 |
| Author: | Mark J Hook, Chief Executive Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 10 October 2014 |

Enclosure / Attachment: Nil

Background:

At the last Wickepin Bush Fires Control Offices meeting the following request was made:

Moved Phillip Russell / Seconded Colin Coxon

That the shire of Wickepin be requested to purchase three hands held UHF radios for each fire truck.

Carried

Council adopted the minutes of the Bush Fire Control Officer's Meeting held on Tuesday 29 July 2014 at its August 2014 Council meeting.

Resolution No 20082014-02**Moved Cr Astbury / Seconded Cr Allan**

That the recommendations listed under agenda items 7.1 to 7.4 be adopted en-bloc.

Carried 5/0

The purchase of portable radios not ESL eligible was put in the budget as per the following:

| | | | |
|----------------------------------|-----------|-------|---------------|
| Other Minor Expenses | | | |
| Other Minor Expenses | | | |
| Wages | 01 | 500 | |
| Materials | 05 | 3,000 | |
| Utilities | 02 | 1,600 | |
| Portable Radios not ESL eligible | 05 | 3,000 | |
| Prohibited Burning Signs | 05 | 3,000 | |
| Plant | 94 | - | |
| Overheads | 98 | 265 | 11,365 |

Comment:

All the new fire trucks come automatically fitted with the new multipurpose use WAERN radios which have both UHF and VHF channel in the one radio system.

The reason given by the fire control officers for the purchase of separate UHF hand held radios is that they will be more mobile and the using of two channels in the one radio is hard to use and there has been problems with the Wickepin truck with operators not switching between channels which made the fire truck un-contactable.

More training on the WAERN radios may resolve this issue but the general consensus is that each fire truck requires an individual hand held UHF radio.

The quote of for the supply of this type of radio has been requested from Yealering Ag Parts. The quote will be tabled at the meeting.

The Chief Executive Officer will also be purchasing a hand held WAERN radio for the administration Centre to allow for more flexibility with the current base station radio fitted permanently in the Works Managers Office.

Statutory Environment: Not Applicable

Policy Implications: Not applicable.

Financial Implications:

Cost of portable Radios listed in the 2014/2015 budget for purchase of portable radios not ESL eligible was \$3,000.

Strategic Implications: Not applicable.

Summary:

Council is being requested to purchase three mobile hand held UHF two way radios for each of the fire trucks and one mobile hand held radio for the administration centre.

Recommendation:

1. That Council purchase three hand held mobile two way radios from Yealering Ag Parts at a cost of \$1,122.
2. That the Chief Executive Officer be granted approval to purchase one mobile WAERN radio at a cost of approximately \$1,200 for the administration centre.

Voting Requirements: Simple majority

Resolution No 151014-04**Moved Cr Allan / Seconded Cr Allan**

1. That Council purchase three hand held mobile two way radios from Yealering Ag Parts at a cost of \$1,122.
2. That the Chief Executive Officer be granted approval to purchase one mobile WAERN radio at a cost of approximately \$1,200 for the administration centre.

Carried 6/0

Governance, Audit and Community Services

10.2.01 – Financial Report

| | |
|------------------------------------|----------------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Natalie Manton - Finance Manager |
| File Reference: | |
| Author: | Natalie Manton – Finance Manager |
| Disclosure of any Interest: | Nil |
| Date of Report: | 6 October 2014 |

Enclosure / Attachment: Listed below & attached (monthly report).

Background: In accordance with Section 6.4(2) of the Local Government Act 1995 and Regulation 35 of the Local Government (Financial Management) Regulations 1996, attached are the monthly/triannual financial reports.

1. Operating Statement by Function and Activity
2. Bank Balances and Investments
3. Outstanding Debtors

Comment: Council is required to prepare the Statement of Financial Activity as per Local Government (FM) Reg. 36, but can resolve to have supplementary information included as required.

Statutory Environment: Section 6.4(2) of the Local Government Act 1995

Local Government (Financial Management) Regulations 1996

34. Financial reports to be prepared s. 6.4

(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), is 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.

(5) 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: Not applicable

Financial Implications: Not applicable

Strategic Implications: Not applicable

Recommendation: That the financial statements tabled for the period ending 30 September 2014 as presented be received.

Voting Requirements: Simple majority

Resolution No 151014-05

Moved Cr Lansdell / Seconded Cr Russell

That the financial statements tabled for the period ending 30 September 2014 as presented be received.

Carried 6/0

Bank Balances

As at 30/09/2014

| | Bank Statement |
|--------------------|-----------------------|
| Municipal Fund | 679,535.65 |
| Municipal Term Dep | 580,540.47 |
| Petty Cash | 500.00 |
| Reserves | 897,414.33 |
| Total | 2,157,990.45 |
| | |
| Trust Fund | 53,001.01 |
| Transport Account | 897.15 |

Debtors

Rates as at 30/09/2014

| | | |
|--------------|--------------------|-------------------|
| Account 7461 | Rates | 755,671.66 |
| Account 6051 | Sewerage | 20,653.46 |
| Account 7451 | Excess Receipts | -1,695.51 |
| Account 1092 | ESL | 17,320.50 |
| Account 7481 | Domestic Rubbish | 12,410.01 |
| Account 7491 | Commercial Rubbish | 1,956.00 |
| Account 7201 | Refuse Site Levy | 10,439.96 |
| Account 1052 | ESL Penalty | 147.31 |
| Total | | 816,903.39 |

Sundry Debtors as at 30/09/2014

| | |
|--------------|----------------|
| Current | 175.00 |
| 1 Month | 739.59 |
| 2 Months | 165.00 |
| 3 Months | 209.39 |
| Total | 1288.98 |

 Governance, Audit and Community Services

10.2.02 – List of Accounts

| | |
|------------------------------------|----------------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Natalie Manton - Finance Manager |
| File Reference: | |
| Author: | Natalie Manton - Finance Manager |
| Disclosure of any Interest: | Nil |
| Date of Report: | 6 October 2014 |

Enclosure / Attachment: List of Accounts

Background: Please find following the List of Accounts remitted during the period from 1 September 2014 – 30 September 2014

| | <u>Vouchers</u> | <u>Amounts</u> |
|--------------------------|-------------------|----------------------------|
| Municipal Account | | |
| Cheques | 15029 - 15034 | 4001.05 |
| | 15036 - 15053 | 33,417.06 |
| EFTPOS | 4816 - 4903 | 260,851.91 |
| Other Transfers | Payroll Sept 2014 | 61,593.00 |
| Superannuation | Sept | 8,951.47 |
| Trust Account | 1234 - 1235 | 700.00 |
| | TOTAL | <u>\$369,514.49</u> |

Financial Management Regulation 13 (4) also requires that a listing of all other outstanding accounts be presented to Council at the meeting. This information will be provided on the day of the meeting for inclusion in the recommendation.

Certificate of Chief Executive Officer:

The schedule of accounts, covering vouchers as listed above, have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costings and the amounts shown have been remitted.

Comment: If there are any questions in relation to the listing of accounts, please forward a request by fax to me so that detailed answers to queries can be obtained for presentation at council meeting.

Statutory Environment: Local Government (Financial Management) Regulations 1996 – Regulations 13 (2), (3) & (4)

Policy Implications: Policy F3.7 - Cheque Issue

Financial Implications: Not applicable

Strategic Implications: Not applicable

Recommendation: That Council acknowledges that payments totaling **\$369,514.49** has been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Voting Requirements: Simple majority

Resolution No 151014-06

Moved Cr Allan / Seconded Cr Lang

That Council acknowledges that payments totaling **\$369,514.49** has been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Carried 6/0

| SHIRE OF WICKEPIN | | | | | |
|---------------------------------------|------------|--|--|--------|-----------|
| CHEQUE LISTING 01/09/2014- 30/09/2014 | | | | | |
| Chq/EFT | Date | Name | Description | Amount | Bank |
| 1234 | 15/09/2014 | RURAL COMMUNITY SUPPORT SERVICE | REFUND OF HALL BOND | | 200.00 |
| 1235 | 22/09/2014 | JUDITH FAYE BRANSBY | WCC BOND REFUND | | 500.00 |
| 1529 | 03/09/2014 | AUSTRALIA DAY COUNCIL OF WA | AUSTRALIA DAY COUNCIL SUBSCRIPTION | | |
| 1530 | 03/09/2014 | BEC DANILOVIC @ WICKEPIN GARDEN CENTRE | JULY & AUG ACCOUNT | | 200.00 |
| 1531 | 03/09/2014 | QUADRIO RESOURCES P/L | RATES REFUND ON MINING TENEMENT 12/E70/03012 | | 603.00 |
| 1532 | 03/09/2014 | TEL STRA | OFFICE ADMIN PHONE | | 40.90 |
| 1533 | 03/09/2014 | GR & JE TURNER | FENCING HIRE | | 2,042.45 |
| 1534 | 03/09/2014 | IRENE MAVIS WATKINS | YEALERING CARAVAN PARK CLEANING | | 594.00 |
| EFT4816 | 03/09/2014 | AIR LIQUIDE WA PTY LTD | WELDING GAS | | 520.70 |
| EFT4817 | 03/09/2014 | YVONNE BOWEY CONSULTING | BUDGET, JUNE FINANCIALS AND PAYROLL QUERY | | 233.44 |
| EFT4818 | 03/09/2014 | BEST OFFICE SYSTEMS | MINOLTA COPIER CHARGES | | 3,552.50 |
| EFT4819 | 03/09/2014 | CUTTING EDGES PTY LTD | GRADER BLADES | | 1,402.19 |
| EFT4820 | 03/09/2014 | COURIER AUSTRALIA | FREIGHT ON GRADER BLADES | | 4,302.43 |
| EFT4821 | 03/09/2014 | CEMETERIES & CREMATORIA ASSN OF WA | CEMETERIES AND CREMETORIA SUBSCRIPTION | | 17.86 |
| EFT4822 | 03/09/2014 | ENERGY AND WATER OMBUDSMAN (WESTERN AUSTRALIA) LIMITED | ANNUAL LEVY 2014-15 | | 100.00 |
| EFT4823 | 03/09/2014 | FESA - ESL | ESL 2014/15 1ST QUARTER | | 18.34 |
| EFT4824 | 03/09/2014 | GEOFF PERKINS FARM MACHINERY CENTRE | PARTS | | 10,041.60 |
| EFT4825 | 03/09/2014 | GREAT EASTERN MOTOR LODGE | MOTEL ACCOMMODATION | | 26.98 |
| EFT4826 | 03/09/2014 | HANCOCKS HOME HARDWARE | CUPBOARDS FOR DEPOT | | 520.00 |
| EFT4827 | 03/09/2014 | IT VISION | SYNERGY CATS& DOGS WORKSHOP | | 128.00 |
| EFT4828 | 03/09/2014 | LANDVISION | PLANNING ASSESSMENT WA KAOLIN PLANNING APPLICATION | | 357.50 |
| EFT4829 | 03/09/2014 | LO-GO APPOINTMENTS | SOMEAGHER RATES ASSISTANCE | | 7,095.00 |
| EFT4830 | 03/09/2014 | LESLEY BARRETT | ARTIST IN RESIDENCE SCULPTURE PROJECT | | 1,314.45 |
| EFT4831 | 03/09/2014 | RG & JE MILLER FAMILY TRUST | PAYROLL ASSISTANCE | | 3,111.16 |
| EFT4832 | 03/09/2014 | KOMATSU AUSTRALIA PTY LTD | CARTRIDGE FOR LOADER | | 3,234.00 |
| EFT4833 | 03/09/2014 | NARROGIN BEARING SERVICE | SMALL PARTS AND TOOLS | | 24.37 |
| EFT4834 | 03/09/2014 | STAR TRACK EXPRESS | FREIGHT ON STATIONERY ORDER | | 366.32 |
| EFT4835 | 03/09/2014 | PCS | UPGRADE SYNERGY TO 101.301 FOR SUPERANNUATION | | 107.75 |
| EFT4836 | 03/09/2014 | WAGIN PLUMBING | BACK FLOW DEVICES ON STAND PIPES | | 170.00 |
| EFT4837 | 03/09/2014 | LIONEL ANTHONY RIGBY | CARAVAN PARK 2014/15 1ST QUARTERLY PAYMENT AND VEHICLE ALLOWANCE | | 9,780.10 |
| EFT4838 | 03/09/2014 | BULLIVANTS | TRAILER PARTS | | 2,299.45 |
| EFT4839 | 03/09/2014 | WICKEPIN HOTEL | DRINKS FOR COUNCIL MEETINGS | | 648.02 |
| EFT4840 | 03/09/2014 | WICKEPIN COMMUNITY RESOURCE CENTRE | LIBRARY OPERATING SUBSIDY | | 136.50 |
| EFT4841 | 03/09/2014 | WATERSHED NEWS | ANNUAL WATERSHED PAYMENT 2014/15 | | 38,500.00 |
| EFT4842 | 15/09/2014 | AUSTRALIA POST | AUGUST ACCOUNT | | 6,500.00 |
| EFT4843 | 15/09/2014 | AUSTRALIAN GOVERNMENT CHILD SUPPORT AGENCY | Payroll deductions | | 410.42 |
| EFT4844 | 15/09/2014 | CUTTING EDGES PTY LTD | PARTS WK518 WK813 | | 110.28 |
| EFT4845 | 15/09/2014 | COUNTRY PAINT SUPPLIES | CARAVAN PARK HOUSE SUPPLIES | | 2,380.99 |
| EFT4846 | 15/09/2014 | COURIER AUSTRALIA | LIBRARY | | 164.65 |
| EFT4847 | 15/09/2014 | STAPLES / CORPORATE EXPRESS | STATIONERY | | 28.53 |
| EFT4848 | 15/09/2014 | KELLY COCHRANE | CLEAN YEALERING HALL AND PUBLIC TOILETS | | 202.41 |
| | | | | | 200.00 |

Attachment- Item 10.2.02

| | | | | | |
|---------|------------|--|---|-----|-----------|
| EFT4849 | 15/09/2014 | EWEN RURAL SUPPLIES | AUGUST ACCOUNT | -\$ | 2,468.47 |
| EFT4850 | 15/09/2014 | AC & EJ FULFORD & CO | PUSH GRAVEL | -\$ | 23,650.00 |
| EFT4851 | 15/09/2014 | FACEY GROUP | FIRST INSTALMENT 14/15 SPONSORSHIP | -\$ | 11,000.00 |
| EFT4852 | 15/09/2014 | GREAT SOUTHERN FUEL SUPPLIES | AUGUST ACCOUNT | -\$ | 20,774.56 |
| EFT4853 | 15/09/2014 | JR & A HERSEY | GENERAL CAR SUPPLIES | -\$ | 571.67 |
| EFT4854 | 15/09/2014 | HARRIS ZUGLIAN ELECTRICS | INSPECT FAULT AT SEWER POND | -\$ | 414.70 |
| EFT4855 | 15/09/2014 | MCDUGALL WELDMENTS | REPAIRS TO BACKHOE SADDLE | -\$ | 2,168.09 |
| EFT4856 | 15/09/2014 | JUDITH MCDUGALL | DRAFT FOR PARKING PROPOSAL | -\$ | 1,320.00 |
| EFT4857 | 15/09/2014 | MELCHIORRE PLUMBING AND GAS | REPAIR FIRE HYDRANT | -\$ | 342.68 |
| EFT4858 | 15/09/2014 | NARROGIN HIRE SERVICE | RETIC ITEMS | -\$ | 253.20 |
| EFT4859 | 15/09/2014 | NARROGIN RETRAVISION | UNIDEN PHONE - CEO | -\$ | 99.00 |
| EFT4860 | 15/09/2014 | NARROGIN BEARING SERVICE | PARTS | -\$ | 171.44 |
| EFT4861 | 15/09/2014 | NARROGIN QUARRY OPERATIONS | LANDSCAPING DUST | -\$ | 647.52 |
| EFT4862 | 15/09/2014 | STAR TRACK EXPRESS | FREIGHT | -\$ | 70.89 |
| EFT4863 | 15/09/2014 | NARROGIN BOILERMAKERS | UNIFORMS JAMES MATTHEWS | -\$ | 517.30 |
| EFT4864 | 15/09/2014 | PERTH AUDIO VISUAL | COMMUNITY CENTRE CABLES | -\$ | 149.00 |
| EFT4865 | 15/09/2014 | MAUREEN PREEDY | CLEAN YEALERING TOILETS AND HALL | -\$ | 262.50 |
| EFT4866 | 15/09/2014 | ROYAL LIFE SAVING SOCIETY | WATCH AROUND WATER FEES | -\$ | 100.00 |
| EFT4867 | 15/09/2014 | THE DAN TURNER FAMILY TRUST | CONCEPT DRAWINGS WICKEPIN COMMUNITY CENTRE - CAR PARK | -\$ | 1,300.00 |
| EFT4868 | 15/09/2014 | TOTAL BUSINESS TECHNOLOGY | CORDLESS HEADSET - ADMIN OFFICER | -\$ | 495.00 |
| EFT4869 | 15/09/2014 | WA LOCAL GOVT ASSOCIATION | REGISTRATION STEVE MARTIN | -\$ | 7,549.52 |
| EFT4870 | 15/09/2014 | WICKEPIN NEWSAGENCY | MILK, PAPERS AND CATERING | -\$ | 102.40 |
| EFT4871 | 15/09/2014 | WICKEPIN COMMUNITY RESOURCE CENTRE | SPONSORSHIP | -\$ | 1,000.00 |
| EFT4872 | 15/09/2014 | WORLDWIDE ONLINE PRINTING | BUSHFIRE SEASON MAGNET | -\$ | 517.00 |
| EFT4873 | 22/09/2014 | AUSTRALIAN GOVERNMENT CHILD SUPPORT AGENCY | Payroll deductions | -\$ | 110.28 |
| EFT4874 | 22/09/2014 | YVONNE BOWEY CONSULTING | CONSULTANCY FEES | -\$ | 6,597.50 |
| EFT4875 | 22/09/2014 | COURIER AUSTRALIA | LIBRARY CONTRIBUTION - INV 0135 | -\$ | 28.53 |
| EFT4876 | 22/09/2014 | COVS PARTS PTY LTD | AUGUST ACCOUNT | -\$ | 236.92 |
| EFT4877 | 22/09/2014 | DEWS EXCAVATIONS | TINCURRIN REFUSE SITE WORKS | -\$ | 5,203.00 |
| EFT4878 | 22/09/2014 | EDWARDS MOTORS PTY LTD | NEW COLORADO UTE LX | -\$ | 49,880.00 |
| EFT4879 | 22/09/2014 | EASIFLEET | MTSUBISHI TRITON GLX | -\$ | 722.20 |
| EFT4880 | 22/09/2014 | HAINES NORTON | NUTS AND BOLTS ACCOUNTING | -\$ | 1,727.00 |
| EFT4881 | 22/09/2014 | KEL'S TYRES | TYRES - INV 47061-47085 | -\$ | 2,198.90 |
| EFT4882 | 22/09/2014 | GREAT SOUTHERN WASTE DISPOSAL | AUGUST ACCOUNT | -\$ | 4,802.14 |
| EFT4883 | 22/09/2014 | NARROGIN PUMPS, SOLAR AND SPRAYING | 3 AZUD MOD/3NR FILTER | -\$ | 854.26 |
| EFT4884 | 22/09/2014 | NARROGIN AGRICULTURAL REPAIRS | BOLT AND NUT | -\$ | 13.00 |
| EFT4885 | 22/09/2014 | STAR TRACK EXPRESS | FREIGHT ON PARTS | -\$ | 88.42 |
| EFT4886 | 22/09/2014 | AIRPORT BUILDING SERVICES | FAULTY FLOATS - SEWER PUMP STATION | -\$ | 1,947.50 |
| EFT4887 | 22/09/2014 | SIGMA CHEMICALS | REPAIR POOL VACUUM MACHINE | -\$ | 566.05 |
| EFT4888 | 22/09/2014 | TOTAL UNDERCAR | WHEEL ALIGNMENT | -\$ | 93.50 |
| EFT4889 | 22/09/2014 | WESTRAC EQUIPMENT | OIL FILTER AND FUEL FILTER | -\$ | 83.44 |
| EFT4890 | 22/09/2014 | WESTERN AUSTRALIAN TREASURY CORP | Loan No. 100 Interest payment - | -\$ | 2,132.25 |
| EFT4891 | 30/09/2014 | TRISSET BOSS P/L | RATE NOTICES | -\$ | 638.00 |
| EFT4892 | 30/09/2014 | BALLARDS OF NARROGIN | MULCH 1 CUBIC METRE | -\$ | 441.00 |
| EFT4893 | 30/09/2014 | YEALERING AGPARTS & REPAIRS | GAS BOTTLE CARAVAN PARK | -\$ | 126.50 |
| EFT4894 | 30/09/2014 | COURIER AUSTRALIA | RATES NOTICES FREIGHT | -\$ | 73.18 |

Attachment- Item 10.2.02

| | | | | | |
|----------|------------|--|--|-----|-----------|
| EFT4895 | 30/09/2014 | DEWS EXCAVATIONS | EXCAVATE GRAVE | -\$ | 297.00 |
| EFT4896 | 30/09/2014 | HARRISMITH GOLF CLUB | PURCHASE NEW HWS | -\$ | 890.00 |
| EFT4897 | 30/09/2014 | LOCAL GOVERNMENT ASSOCIATION OF WA | PROPOSED KAOLIN MINE DEGRITTING PROCESS | -\$ | 739.59 |
| EFT4898 | 30/09/2014 | LOCAL GOVERNMENT MANAGERS AUSTRALIA | LGMA ANNUAL STATE CONFERENCE | -\$ | 1,190.00 |
| EFT4899 | 30/09/2014 | LESLEY BARRETT | 2 DAY WORK SHOP | -\$ | 3,118.03 |
| EFT4900 | 30/09/2014 | STAR TRACK EXPRESS | FREIGHT ON FILTERS | -\$ | 86.32 |
| EFT4901 | 30/09/2014 | PCS | COMPUTER SUPPORT | -\$ | 365.00 |
| EFT4902 | 30/09/2014 | ANTONY SMITH | MAINTENANCE AROUND SHIRE | -\$ | 372.22 |
| EFT4903 | 30/09/2014 | THE TRAMPOLINE MAN | CUSTOM MADE JJ STRING MAT | -\$ | 1,800.00 |
| 15036 | 15/09/2014 | THE AMAROO TRUST | 4000 CUBIC METRES OF GRAVEL | -\$ | 4,400.00 |
| 15037 | 15/09/2014 | GT RADIATOR AND MACHINING SERVICES | CLEAN OUT RADIATOR | -\$ | 165.00 |
| 15038 | 15/09/2014 | LAKE YEALERING BOWLING CLUB | COMMUNITY GRANTS | -\$ | 771.30 |
| 15039 | 15/09/2014 | PARRYS | TREVOR TAPPING AND CAMERON CHARLES WORK CLOTHING | -\$ | 326.57 |
| 15040 | 15/09/2014 | RAMPAGE DESIGN | JUMP RAMP | -\$ | 1,980.00 |
| 15041 | 15/09/2014 | SOUTHWEST ISUZU | TOWING TRUCK FOR WARRANTY WORK | -\$ | 545.00 |
| 15042 | 15/09/2014 | TELSTRA | COLIN SAT PHONE | -\$ | 76.17 |
| 15043 | 15/09/2014 | SYNERGY | STREETLIGHTS | -\$ | 1,641.05 |
| 15044 | 15/09/2014 | WATER CORPORATION | 40 WOGOLIN ROAD | -\$ | 36.44 |
| 15045 | 22/09/2014 | DRYANDRA COUNTRY VISITOR CENTRE INC | FUNDING CONTRIBUTION 14/15 | -\$ | 10,500.00 |
| 15046 | 22/09/2014 | SYNERGY | GROUPED ACCOUNT | -\$ | 8,553.50 |
| 15047 | 22/09/2014 | WA HINO SALES & SERVICE | FUEL TANK STRAPS - INVOICE 189234 | -\$ | 205.33 |
| 15048 | 22/09/2014 | WATER CORPORATION | 16 DALTON ST | -\$ | 194.54 |
| 15049 | 30/09/2014 | BEC DANILOVIC @ WICKIEPIN GARDEN CENTRE | COMPOST AND PLANTS | -\$ | 1,047.40 |
| 15050 | 30/09/2014 | TELSTRA | GROUPED ACCOUNT | -\$ | 1,820.35 |
| 15051 | 30/09/2014 | NARELLE THORNTON | FITNESS CLASSES | -\$ | 526.50 |
| 15052 | 30/09/2014 | WA HINO SALES & SERVICE | OIL FILTER - INV 189511 | -\$ | 591.47 |
| 15053 | 30/09/2014 | WATER CORPORATION | RABBIT PROOF FENCE | -\$ | 36.44 |
| DD8577.1 | 03/09/2014 | WA LOCAL GOVERNMENT SUPER PLAN | Payroll deductions | -\$ | 3,376.77 |
| DD8577.2 | 03/09/2014 | PRIME SUPER | Superannuation contributions | -\$ | 168.76 |
| DD8577.3 | 03/09/2014 | AUSTRALIAN SUPER | Superannuation contributions | -\$ | 166.10 |
| DD8577.4 | 03/09/2014 | ING CUSTODIANS PTY LTD | Superannuation contributions | -\$ | 179.95 |
| DD8577.5 | 03/09/2014 | CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND | Superannuation contributions | -\$ | 168.76 |
| DD8577.6 | 03/09/2014 | MATA SUPER FUND | Superannuation contributions | -\$ | 169.54 |
| DD8577.7 | 03/09/2014 | TREMAINE SUPERANNUATION FUND | Superannuation contributions | -\$ | 91.18 |
| DD8586.1 | 17/09/2014 | WA LOCAL GOVERNMENT SUPER PLAN | Payroll deductions | -\$ | 3,618.93 |
| DD8586.2 | 17/09/2014 | PRIME SUPER | Superannuation contributions | -\$ | 168.76 |

Attachment- Item 10.2.02

| | | | | | |
|--------------|------------|--|------------------------------|----------------------|------------------|
| DD8586.3 | 17/09/2014 | AUSTRALIAN SUPER | Superannuation contributions | -\$ | 136.39 |
| DD8586.4 | 17/09/2014 | ING CUSTODIANS PTY LTD | Superannuation contributions | -\$ | 208.45 |
| DD8586.5 | 17/09/2014 | CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND | Superannuation contributions | -\$ | 197.26 |
| DD8586.6 | 17/09/2014 | MTAA SUPER FUND | Superannuation contributions | -\$ | 198.04 |
| DD8586.7 | 17/09/2014 | TREWAYNE SUPERANNUATION FUND | Superannuation contributions | -\$ | 102.58 |
| TOTAL | | | | -\$307,118.91 | \$ 700.00 |

Attachment- Item 10.2.02

Governance, Audit and Community Services

10.2.03 - EHO/Building Surveyor's Report

| | |
|------------------------------------|-------------------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Allan Ramsay, EHO/Building Surveyor |
| File Reference: | 2203 |
| Author: | Allan Ramsay, EHO/Building Surveyor |
| Disclosure of any Interest: | Nil |
| Date of Report: | 9 October 2014 |

Enclosure / Attachment: Nil

Background: Monthly report submitted by EHO/Building Surveyor, Mr. Allan Ramsay.

Building Licenses:

There were two (2) building application(s) approved and license issued for the month of September 2014.

Listed below is a summarised breakdown of the application and proposed structure:

| License No | Name & Address of Owner | Registered Builder (RB) or Owner Builder (OB) | Structure | Situation of Building Lot or Street No & Town |
|------------|-------------------------|---|------------------|---|
| 1/14-15 | Colin Fleay | Trevor Parsons | Chemical Shed | 20 Wogolin Road, Wickepin WA 6370 |
| 2/14-15 | Wendy Dawn Hampel | DJS Building Services | 90m2 Patio Gable | 143 Watt Road Wickepin WA 6370 |

Implications: Not applicable

Financial Implications: Not applicable

Strategic Implications: Not applicable

Enabling Legislation: Shire of Wickepin Local Town Planning Scheme No. 4.

Council Policy: Nil

Recommendation:

That council notes the report from the EHO/Building Surveyor dated 9 October 2014.

Resolution No 151014-07

Moved Cr Lang / Seconded Cr Russell

That council notes the report from the EHO/Building Surveyor dated 9 October 2014.

Carried 6/0

Governance, Audit and Community Service

10.2.04 – Community Development Officer's Report

| | |
|------------------------------------|---|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Lee Parker, Community Development Officer |
| File Reference: | 206 |
| Author: | Lee Parker, Community Development Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 9 October 2014 |

Enclosure / Attachment:

| | |
|-------------------------------------|---|
| <p>Arts and Cultural</p> | <p>Dryandra Country Art, Food and Wine Event</p> <ul style="list-style-type: none"> • Met with Dryandra Country Art, Food and Wine re next trail. • Assisted prospective stall holders with 'expressions of interest' for 2015 trail • Feedback to Narrogin. <p>Sculpture Workshops</p> <ul style="list-style-type: none"> • Forwarded information promoting workshops to general public. • Maintained communication with artist – consolidated payments/invoices • Co-ordinated sculpture weekends. • Spent weekends assisting artist, Lesley Barrett. • Prepared media release for Narrogin Observer <p>Art Prize</p> <ul style="list-style-type: none"> • Liaised with schools in Shire and Narrogin re participation • Correspondence with artists with regards entering Art Prize • General mailing/emailing • Maintenance of facebook to generate interest • Provided information to artists. |
| <p>Community Development</p> | <p>Townscape</p> <ul style="list-style-type: none"> • Provided report and attended Townscape meeting. • Researched and sourced plaques for Garden Competition • Ordered skate park equipment – new ramp • Correspondence with Jerome Davenport, urban artist for skate park <p>Wine and Cheese evening</p> <ul style="list-style-type: none"> • Meeting to co-ordinate evening • Information to ESO for mail drop/flyers/poster • Correspondence with prospective buskers for evening • Meeting with caterer and menu planning. • Correspondence re sponsorship • Liaise with Finance Manager • Application for bar licence • General correspondence <p>Other</p> <ul style="list-style-type: none"> • Provided notes for Watershed, Facebook page and mail out • Follow up grant opportunities for Shire of Wickepin projects. • Forwarded information to community members on grant opportunities and events. • Maintained communication between the Shire and the groups/individuals in the towns. • Responded to queries from CDO Network |

| | |
|--|--|
| | <ul style="list-style-type: none"> Correspondence and telephone conversations with Narrogin ARTS and Rebecca Allenby. |
| Community Safety and Crime | |
| Economic Development | <ul style="list-style-type: none"> Wickepin Market Day in October – meetings and planning Communication and correspondence with Wheatbelt Development Commission re age-friendly cluster housing concept. Provided verbal report on cluster housing and attended Lifestyle Committee meeting. Drafted correspondence for Lifestyle Committee. |
| Tourism, Marketing and Promotion | <ul style="list-style-type: none"> Sourced photos for tourism brochure Correspondence with Market Creations re website and brochure Investigated possibility of QR reader for brochure, linked to Shire website Provided additional information to Market Creations, the company involved in printing new tourist brochures. Conversation with Market Creations as to the formatting and layout of the tourism brochures. Meeting with Linley Rose and Libby Heffernan with regards tourism map. |
| Sport and Recreation | <p>Kidsport</p> <ul style="list-style-type: none"> Maintained and updated file for Kidsport Forwarded Kidsport information to sporting clubs. Reminded clubs to complete registrations. <p>Other</p> <ul style="list-style-type: none"> Forwarded grant opportunities to sporting groups within the Shire. |
| Special Needs Groups inc; Youth, Disabled and Older People. | <ul style="list-style-type: none"> Provided information for groups to access grants. |
| Heritage | |
| Governance Other | <ul style="list-style-type: none"> Staff support as needed. |

Funding Applications Status Report

| Project Name | Funding Organisation | Amount Requested exc Gst | Status |
|---|-----------------------------|---------------------------------|--|
| Walk trails plan | Lotterywest | \$19,071 | Application has been submitted for signage for Heritage Walk trail. |
| ANZAC Centenary Grant | Dept Veteran's Affairs | \$24,374 | Verbal approval of \$18,000 for pillars Council contribution cash \$10,000 Council contribution in kind \$2,816 Waiting for Federal Approval |
| Restoration of Old Railway Station building | Lotterywest | \$56,350 | Approved. \$30,000 from Lotterywest Council contribution \$20,000 to be allocated from 2014/15 budget. Waiting to clarify ownership of land from Public Transport Authority. |
| Embrace Our Roots | Community Arts Network WA | \$9,350 | Council contribution cash \$5,000. Included in 2013/14 budget Council contribution in-kind \$3,900 |

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications:

(1) To Develop and Maintain Quality Services and Infrastructure:

A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.

(2) To Ensure the Protection and Improvement of the Environment:

A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.

(3) To Promote the Development of a Viable and Diversified Local Economy:

A strong, diversified economic and industrial base that provides new and varied employment opportunities for all age groups.

(4) To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities:

A healthy, strong and connected community that is actively engaged and involved.

(5) To Provide Efficient, Effective and Accountable Governance:

Availability of council services, personal development opportunities and adequate resident and staff accommodation to attract and retain quality resources.

(6) To Promote the Shire as a Focal Point in the Development of the Greater Region:

A council actively involved in promoting regional facilities and activities to its community and neighbouring regions.

Recommendation:

That council notes the report from the Community Development Officer dated 9 October 2014.

Voting Requirements: Simple majority.

Resolution No 151014-08

Moved Cr Allan / Seconded Cr Astbury

That council notes the report from the Community Development Officer dated 9 October 2014.

Carried 6/0

Governance, Audit & Community Services

10.2.05 - Dual Fire Control Officers 2014/2015 – Shire of Dumbleyung

| | |
|------------------------------------|--------------------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Shire of Narrogin |
| File Reference: | 901 |
| Author: | Mark J Hook, Chief Executive Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 12 August 2014 |

Enclosure / Attachment: Nil

Background:

Council has received a letter from the Shire of Dumbleyung requesting Gordon Davidson and Ken Wright be appointed as Dual Fire Control Officers with the Shire of Wickepin for the 2014/2015 Bushfire Season.

Comment:

Bush Fire Control Officers who adjoin neighbouring shires require the adjoining Shires approval to act as Dual Fire Control Officers.

Statutory Environment: Bush Fires Act 1954.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary:

Council is being requested by the Shire of Dumbleyung to appoint Gordon Davidson and Ken Wright as Dual Fire Control Officers for the 2014/2015 fire season.

Recommendation:

That council appoints Gordon Davidson and Ken Wright as Dual Fire Control Officers from the Shire of Dumbleyung for the 2014/2015 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

Voting Requirements: Simple majority

Resolution No 151014-09

Moved Cr Lansdell / Seconded Cr Astbury

That council appoints Gordon Davidson and Ken Wright as Dual Fire Control Officers from the Shire of Dumbleyung for the 2014/2015 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

Carried 6/0

Lifestyle Retirement

10.4.01 – Lifestyle Retirement Committee Meeting Recommendations

| | |
|------------------------------------|--------------------------------------|
| Submission To: | Lifestyle Retirement Committee |
| Location / Address: | Whole Shire |
| Name of Applicant: | Lifestyle Retirement Committee |
| File Reference: | |
| Author: | Mark J Hook, Chief Executive Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 9 October 2014 |

Enclosure / Attachment: Nil.

Background:

Lifestyle Retirement Committee Meeting held Wednesday 8 October 2014.

Comment:

The Lifestyle Retirement Committee Meeting was held on Wednesday 8 October 2014 and passed the following Recommendations:

Moved Cr Lansdell / Seconded Syd Martin

That it be recommended to Council that the Lifestyle Retirement committee advertise to the community that they are looking for suggestions of names for the complex on Johnson Park which is to be used for aged accommodation.

Carried 6/0

Moved Karen Williamson / Seconded Cr Fran Allan

That it be recommended to Council that Karen Williamson from the Lifestyle Retirement committee write to the Harvest Day Community Fund Group/committee highlighting background information on the Lifestyle Retirement committee and expressing interest in funding for the aged accommodation within Wickepin.

Carried 6/0

Moved Karen Williamson / Seconded Cr Lansdell

That it be recommended to Council that the Lifestyle Retirement committee organize a grain drive for the aged accommodation project.

Carried 6/0

Moved Karen Williamson / Seconded Syd Martin

That it be recommended to Council that the Lifestyle Retirement committee invite the Hon Terry Waldron MLA Minister for Sport and Recreation; Racing and Gaming to attend the February 2015 committee meeting, to show the enthusiasm and proactivity of the committee with regards to this project.

Carried 6/0

| | |
|--------------------------------|-----------------|
| Statutory Environment: | Nil. |
| Policy Implications: | Not applicable. |
| Financial Implications: | Nil. |
| Strategic Implications: | Not applicable. |

Recommendation:

That Council pass the following recommendations:

1. That the Lifestyle Retirement committee advertise to the community that they are looking for suggestions of names for the complex on Johnson Park which is to be used for aged accommodation.
2. That Karen Williamson from the Lifestyle Retirement committee write to the Harvest Day Community Fund Group/committee highlighting background information on the Lifestyle Retirement committee and expressing interest in funding for the aged accommodation within Wickepin.
3. That the Lifestyle Retirement committee organise a grain drive for the aged accommodation project.
4. That the Lifestyle Retirement committee invite the Hon Terry Waldron MLA Minister for Sport and Recreation; Racing and Gaming to attend the February 2015 committee meeting, to show the enthusiasm and proactivity of the committee with regards to this project.

Voting Requirements: Simple majority

Resolution differs from the Officers Recommendation as Council felt that the resolutions should be dealt with separately.

Resolution No

Moved / Seconded

That the Lifestyle Retirement committee advertise to the community that they are looking for suggestions of names for the complex on Johnson Park which is to be used for aged accommodation.

Motion lapsed due to want of a mover

Resolution No 151014-11

Moved Cr Allan / Seconded Cr Martin

That Council write to the Harvest Day Community Fund Group/committee highlighting background information on the Lifestyle Retirement committee and expressing interest in funding for the aged accommodation within Wickepin.

Carried 5/1

Resolution differs from the Officers Recommendation as Council also felt that in Resolution No. 151014-11, the letter should be addressed from Council instead of from Karen Williamson from the Lifestyle Retirement Committee.

Resolution No**Moved Cr Lansdell / Seconded**

That the Lifestyle Retirement committee organise a grain drive for the aged accommodation project.

Motion lapsed due to want of a seconder

Resolution No 151014-10**Moved Cr Allan / Seconded Cr Astbury**

That the Lifestyle Retirement committee invite the Hon Terry Waldron MLA Minister for Sport and Recreation; Racing and Gaming to attend the February 2015 committee meeting, to show the enthusiasm and proactivity of the committee with regards to this project.

Carried 6/0

11. President's Report

President Steven Martin advised Council that Cr Easton, Cr Russell and Cr Lansdell, along with the CEO Mark Hook, attended the WALGA Freight Routes Review of heavy vehicle routes in the region held in Wickepin at the Community Centre at 9.30am on Thursday 9 October 2014.

Cr Russell and Cr Lansdell gave an update from the meeting, highlighting the usefulness of the review.

3.30pm – Cr Landell departed the Chambers.

3.32pm – Cr Lansdell returned to the Chambers.

Council

12. – Chief Executive Officer's Report

| | |
|------------------------------------|--------------------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Mark J Hook, Chief Executive Officer |
| File Reference: | |
| Author: | Mark J Hook, Chief Executive Officer |
| Disclosure of Any Interest: | Nil |
| Date of Report: | 8 October 2014 |

Living Lakes

Worley Parsons have not received any further input after the Living Lakes meeting last Month, so they are preparing the Concept Design Report on the basis of the development options that were discussed during the Community Consultation Workshop on 5 September 2014.

Ian Weaver, their hydrologist, is hoping to get the chance to take another look at the Lake now that there is some water in the lake.

WALGA Freight Routes Review

Cr Russell, Cr Easton and Cr Lansdell with the Chief Executive Officer, attended a meeting at the Wickepin Community Centre to discuss the Freight Routes Review.

The Wheatbelt South Regional Road Group resolved to undertake a review of heavy vehicle routes in the region.

The Staff from Main Roads Heavy Vehicle Services and Wheatbelt Region were in attendance to provide information and details of policies as required.

This initial workshop session is being held to bring together the local issues at a sub-regional and regional scale.

Kaolin Mine

Council have received submissions on the Kaolin Mine proposal and the Chief Executive Officer has sent these off to Council's Town Planning Consultants Landvision for comment.

A report will be prepared by Landvision for the November Council Meeting. Council is still awaiting the planning fees from Kaolin WA Pty Ltd and once this has been received the planning process will be finalised.

The Chief Executive has also made contact with Mark Bondiotti from WALGA regarding the traffic route agreement for the Kaolin Mine proposal.

Alf Baker from WA Kaolin has advised that he will be attending the October Council Meeting to discuss the Kaolin Mine proposal with Council and will also be attending a Community meeting that evening at 6.30pm in the Wickepin Community Centre for the community information as requested by Council.

Chief Executive Officer

I would like to thank the President, Councillors and Staff for the get well sentiments and for the general support I received after my brief stint in the Murdoch Hospital. Thank you all for your support.

Computer Upgrades

The new server has been installed and the computers are back up and running. There are still a few minor issues to be sorted but in all the changeover has been good and the new server is a lot faster than the old one.

Meetings Attended

| October 2014 | Issue/Subject |
|---------------------|---|
| 08/10 | Townscape and Cultural Planning committee meeting. |
| | Lifestyle Retirement Committee meeting and trip to see current aged housing. |
| 09/10 | Wheatbelt South Regional Road Group - Freight Network meeting at the Wickepin Community Centre. |
| 14th | Danial Pell Regional Transport Officer Regional Services Department of Transport – Lake Yealering Boating Facilities. |

Delegations

| No. | Delegation Name | Delegation To | Delegation Exercised | When Exercised | Persons Affected |
|------------|--|----------------------|-------------------------------------|-----------------------|--------------------------------|
| A1 | Cheque Signing and Account Authorisation | CEO | Signing Cheques | September 2014 | Nil |
| A2 | Septic Tank Application Approvals | EHO | | | |
| A3 | Building Approvals | BO | | | |
| A4 | Road Side Advertising | CEO | | | |
| A5 | Application for Planning Consent | CEO | | | |
| A6 | Appointment and Termination of Staff | CEO | | | |
| A7 | Rates Recovery – Instalment Payments | CEO | Payment Plans | | Rate Payers |
| A8 | Issue of Orders | CEO | | | |
| A9 | Legal Advice | CEO | | | |
| A10 | Permits to Use Explosives | CEO | | | |
| A11 | Street Stalls | CEO | | | |
| A12 | Liquor Consumption on Shire Owned Property | CEO | WFC Wind-up | 4 October 2014 | Wickepin Football Club |
| | | | Quiz Night | 17 October 2014 | Yealering Progress Association |
| | | | Wine and Cheese Evening – Art Prize | 24 October 2014 | Lee Parker |
| A13 | Hire of Community Halls / Community Centre | CEO | Wine and Cheese Evening – Art Prize | 24 October 2014 | Lee Parker |

Recommendations:

That Council endorses the Chief Executive Officer's Report dated 8 October 2014.

Voting Requirements: Simple majority

Resolution No 151014-12**Moved Cr Lang / Seconded Cr Allan**

That Council endorses the Chief Executive Officer's Report dated 8 October 2014.

Carried 6/0

13. Notice of Motions for the Following Meeting**14. Reports & Information**

President Steven Martin welcomed the CEO Mark Hook back to work. The CEO Mark Hook thanked the Councillors for their support during his time off.

15. Urgent Business**16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 3.42pm.