

# Minutes

ORDINARY MEETING OF COUNCIL  
22 JULY 2015  
COUNCIL CHAMBERS  
WICKEPIN



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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin  
Wednesday 22 July 2015**

The President declared the meeting open at 1.32pm.

**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
	Cr RE Easton
	Cr GCL Hinkley
Chief Executive Officer	Mr MJ Hook
Executive Support Officer	Ms LG Pearson (Minute Taker)
Lake Yealering Bowling Club Members	Kevin Coxon
	Shirley Elson
	John McKenzie

**Leave of Absence (Previously Approved)**

**Apologies**

**2. Public Question Time**

President Steven Martin welcomed Kevin Coxon, Shirley Elson and John McKenzie, members of the Lake Yealering to public question time.

Kevin Coxon gave an update on the Lake Yealering Bowling Club and the need for a synthetic bowling green to be placed. Kevin Coxon advised that the club put in and has been rejected for two CSRFF Grant applications, and are seeking support from Council regarding funding. Kevin advised that the Lake Yealering Bowling Club has full support from the Yealering Community.

President Steven Martin thanked Kevin Coxon, Shirley Elson and John McKenzie for their attendance and advised that the matter will be discussed in Agenda Item 10.2.08.

*1.39pm – Kevin Coxon, Shirley Elson and John McKenzie departed the meeting.*

### 3. Applications for Leave of Absence/Apologies

#### Resolution No 220715-01

##### Moved Cr Hinkley / Seconded Cr Allan

That Council grant a leave of absence for the Ordinary Council meeting on 19 August for the following Councillors;

Cr JA Russell  
Cr MG Lang

Carried 8/0

### 4. Petitions, Memorials and Deputations

### 5. Declarations of Councillor's and Officer's Interest

Item	Item Title	Councillor/Officer	Interest	Reason
10.2.08	CSRFF Small Grant Application 15/16 – Lake Yealering Bowling Club	Cr Fran Allan	Financial	Secretary and Treasurer of the Lake Yealering Bowling Club

### 6. Confirmation of Minutes – Ordinary Meeting of Council – 17 June 2015

#### Resolution No 220715-02

##### Moved Cr Russell / Seconded Cr Astbury

That the minutes of the Ordinary Council meeting held on Wednesday 17 June 2015 be confirmed as a true and correct record.

Carried 8/0

### 7. Receival of Minutes

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## 7.1 Bush Fire Control Officer's Meeting

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Pearson, Executive Support Officer
<b>File Reference:</b>	
<b>Author:</b>	Leah Pearson, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	8 July 2015

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**Enclosure / Attachment:**

Minutes of the Bush Fire Control Officer's Meeting held on Tuesday 7 July 2015.

**Background:**

The Bush Fire Control Officer's Meeting was held on Tuesday 7 July 2015.

**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 Bush Fire Control Officer's Meeting held on Tuesday 7 July 2015 be received.

**Voting Requirements:** Simple majority.

**Resolution No 220715-03****Moved Cr Lang / Seconded Cr**

That the Minutes of the Bush Fire Control Officer's Meeting held on Tuesday 7 July 2015 be received.

**Carried 8/0**

## 8. Status Report

Where a resolution is formal, procedural or lost it has not been recorded (e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc).

Item	Subject/Action	Officer/ File	Progress	Status	Comment
451-190214-17	Tincurrin Hall upgrade	CEO	<p>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.</p> <p>That the Community Consultation Report be tabled for discussion at the 21 May 2014 Ordinary Council Meeting.</p>	✓	Will be presented to Council July 2015.
545-180315-08	Governance, Audit and Community Services Committee Meeting Recommendations	CEO	<p>That Council pass the following recommendations;</p> <p>1. That council formally enters into a legally binding three year agreement in accordance with the below mentioned terms commencing from 1 July 2015 in accordance with the following parameters:</p> <p><b>Shire of Wickepin and Facey Group AGREEMENT – MEMORANDUM OF UNDERSTANDING 1 July 2015 to 30 June 2018</b></p> <p><b>Between</b></p> <p><b>The Shire of Wickepin</b>, of 77 Wogolin Road, Wickepin, And</p> <p><b>Facey Group</b> of 40 Wogolin Road, Wickepin</p> <p><b>Whereby it is agreed as follows:</b></p> <p>That the Shire of Wickepin and the Facey Group agree to the following terms and conditions for the period commencing 1 July 2015 to 30 June 2018.</p> <p><b>1. Office Premises – Community Agricultural Centre, 40 Wogolin Road, Wickepin</b></p> <p>1.1 The Shire of Wickepin agrees to provide the Facey Group with office premises located at 40 Wogolin Road, Wickepin.</p> <p>1.2. The Shire of Wickepin agrees to meet the following costs relevant to the provision of office premises:</p> <ul style="list-style-type: none"> <li>■ Building insurance (excluding contents);</li> <li>■ Water Corporation rates and consumption charges;</li> <li>■ Power consumption charges;</li> <li>■ Cleaning costs; and</li> <li>■ Building maintenance.</li> </ul> <p>1.3 The Facey Group must:</p> <ul style="list-style-type: none"> <li>■ ensure the building is kept in a clean and tidy state; and</li> <li>■ Provide a list of items requiring annual budget determination to the Shire of Wickepin Administration Centre no later than 30 April of each year.</li> </ul> <p><b>2 General Operational Support</b></p> <p>2.1 The Shire of Wickepin agrees to provide the Facey Group the following operational subsidy for the term of the agreement:</p> <ul style="list-style-type: none"> <li>■ 2015/2016 \$20,000 plus GST</li> <li>■ 2016/2017 \$20,000 plus GST</li> <li>■ 2017/2018 \$20,000 plus GST</li> </ul> <p>The operational subsidy shall be paid in two equal instalments upon presentation of an invoice by the Facey Group to the Shire. The subsidy shall assist the Facey Group to meet the following operational costs:</p> <ul style="list-style-type: none"> <li>■ Employment costs – wages &amp; salary;</li> <li>■ Insurance costs – workers compensation, public</li> </ul>	✓	Agreements have been signed and returned.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
			<p>liability: and</p> <ul style="list-style-type: none"> <li>■ Office expenses – stationery, minor office equipment and consumables, utility charges.</li> </ul> <p><b>2.3</b> The Facey Group will provide the Shire of Wickepin at the commencement of each financial year with certificates of currency for public liability insurance and workers compensation insurance.</p> <ul style="list-style-type: none"> <li>■ The Facey Group will provide to the Shire of Wickepin as soon as practicable at the completion of each financial quarter a copy of their financial position including but not limited to profit and loss statement and bank reconciliation.</li> </ul> <p><b>3 Provision of Motor Vehicle</b></p> <p><b>3.1</b> The Shire of Wickepin agrees to provide the Facey Group with one executive vehicle for the full term of the agreement. The type of vehicle will be determined by the Shire of Wickepin in consultation with the Executive Committee of the Facey Group. The Shire of Wickepin will meet the full cost of changing over the vehicle in accordance with Shire of Wickepin budget deliberations and Shire of Wickepin plant and equipment replacement policy.</p> <p><b><u>The Motor Vehicle will be provided on the following conditions:</u></b></p> <ul style="list-style-type: none"> <li>■ The Facey Group to meet all operational costs associated with the vehicle (fuel, insurance, registration, servicing and other costs associated with normal wear and tear).</li> <li>■ The Facey Group Executive Officer and partner are permitted to use the vehicle for private use up to a maximum of 1,500km per month. The Facey Group Executive Committee is responsible for overseeing the usage of the vehicle provided.</li> <li>■ The Facey Group to be responsible for all matters relating to FBT for the private use of the vehicle.</li> <li>■ The vehicle may be used by Facey Group Employees and Facey Group Committee Members. The Facey Group Executive Committee is responsible for overseeing the usage of the vehicle provided.</li> <li>■ Other persons may drive the vehicle provided, at the permission of the Facey Group Employees.</li> <li>■ Anyone driving the vehicle shall hold a current Australian Drivers Licence.</li> <li>■ The vehicle shall be kept in a clean and tidy manner at all times, taking into account normal wear and tear.</li> <li>■ Odometer readings shall be noted in Facey Group minutes and forwarded to the Shire of Wickepin.</li> </ul> <p><b>4 Progressive Agriculture Award</b></p> <p>The Shire of Wickepin will provide an Annual award to persons from within the Shire of Wickepin judged to have made the greatest contribution to Landcare / Agriculture for the year, as determined by the Facey Group Committee. The Award shall be to a Maximum value of \$150 per annum for the term of this agreement.</p>		
559-150415-16	Dryandra Country Visitor Centre 2015/216 Budget Allocation	CEO	That Council request the Chief Executive officer to prepare a proposal for the 2015/2016 Budget Deliberations on the full costs and methods of achieving a dedicated Tourism person for the Shire of Wickepin.	○	Still to be undertaken by the CEO.
561-150415-18	Townscape & Cultural Planning Committee Meeting Recommendation	CEO	That the Chief Executive Officer cost each project submitted by the Townscape and Cultural Planning Committee and place in the committees five year program.	✓	Project in budget.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
	ns				
563-200515-06	Technical Services Committee Meeting Recommendations	CEO	That Council request the CEO to look at suitable signage and community education to deal with the issue of the pedestrian crossing on the Wickepin Main Street.	○	Roadwise preparing report.
581-170615-04	Greening Australia - Seed Collecting to July 2016	CEO	That Council grant permission to Greening Australia to Collect Native Plant Seed from Reserves Vested in the Shire of Wickepin up to the 30 <sup>th</sup> June 2016 with the following conditions: <ul style="list-style-type: none"> <li>• All persons collecting native seed are licensed according to the Wildlife Conservation Act (1950) and will abide by the conditions of the licence.</li> <li>• Permission is for a twelve month period beginning 1st July 2015.</li> <li>• This letter allows for collection by only Greening Australia (WA) staff members.</li> <li>• Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds.</li> <li>• All care will be taken to avoid the disturbance of fauna habitat.</li> <li>• All care will be taken to avoid any disturbance that may lead to soil degradation.</li> <li>• Comply with Councils fire and vehicle movement regulations.</li> </ul>	✓	Letter sent 22/06/2015.
582-170615-05	Aurecon Pty Ltd – Telecommunications infrastructure Wickepin	CEO	That Council grant formal planning consent for a 25 meter slim line monopole with triangular head frame, Three Argus RVVPX310B2 panel antennae's at the 25 meter level and Ancillary equipment necessary for the operation and proper functioning of the facility upon Lot 14830 on Plan 3375 Volume 1229 Folio 473 currently owned by Australian Communications commission of Telecom Centre 80 Stirling Street Perth subject to compliance with the following: <ol style="list-style-type: none"> <li>1. Development shall be in accordance with the attached application dated 28<sup>th</sup> May 2015 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed application shall not be modified or altered without the prior written approval of the local government.</li> <li>2. Development shall be in accordance with the shire of Wickepin policy 11.3.1 Town Centre Design and Townscape Guidelines.</li> <li>3. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.</li> </ol>	✓	Letter sent 22/06/2015.



Item	Subject/Action	Officer/ File	Progress	Status	Comment
			<p><b>Notes</b></p> <ol style="list-style-type: none"> <li>1. This approval is valid for a period of two (2) years from the date of approval and will deemed to have lapsed if the development has not substantially commenced before the expiration of this period.</li> <li>2. Where an approval has so lapsed, no development/land use shall be carried out without the further approval of the local government having first been sought and obtained.</li> <li>3. All operations must be carried out in accordance with Australian Standard – Radiation Protection Standard.</li> <li>4. All operations must be carried out in accordance with the Australian Communications and Media Authority requirements pertaining to electromagnetic energy.</li> </ol>		
583-170615-09	Dual Fire Control Officers 2015/2016 – Shire of Kulin	CEO	That council appoints John Spark and Anthony Dearlove as Dual Fire Control Officers from the Shire of Kulin for the 2015/2016 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.	✓	Letter sent 22/06/2015.
584-170615-10	Dual Fire Control Officers 2015/2016 – Shire of Pingelly	CEO	That council appoints Rodney Leonard Shaddick, Robert Alexander Kirk, Victor Arthur Lee and Andrew Augustin Marshall as Dual Fire Control Officers from the Shire of Pingelly for the 2015/2016 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.	✓	Letter sent 22/06/2015.
585-170615-11	Dual Fire Control Officers 2015/2016 – Shire of Corrigin	CEO	That council appoints Craig Jespersen and Greg Doyle as Dual Fire Control Officers from the Shire of Corrigin for the 2015/2016 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.	✓	Letter sent 22/06/2015.
586-170615-12	Policy Manual Review 2015	CEO	That the Policy Manual as presented in its entirety be adopted by Council.	✓	Policy Manual given to all staff
587-170615-13	Review of Delegations from Council to Chief Executive Officer	CEO	That council adopts Shire of Wickepin Delegations Register as reviewed at its ordinary meeting on 17 June 2015.	✓	Put register on file 19/06/2015.
588-170615-14	Equal Employment Opportunity Management Plan 2015/2019	CEO	That Council adopts the Shire of Wickepin Equal Employment Opportunity Management Plan 2015/2019, as presented.	✓	No further action.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
589-170615-15	Reserves 2015/16	CEO	That Council; 1. Remove the following reserves from the 2015/2016 adopted budget: <ul style="list-style-type: none"> <li>• Seasonal Accommodation Reserve</li> <li>• Townscape Reserve</li> </ul> 2. Join the following Reserves in the 2015/2016 adopted budget: <ul style="list-style-type: none"> <li>• Building Reserve</li> <li>• Staff Housing Reserve</li> </ul> 3. Adopt the following description for the Aged Persons Accommodation Reserve in the 2015/2016 adopted budget: <u><b>Aged Persons Accommodation Reserve</b></u> To be used for the construction and future maintenance requirements for Aged Person Accommodation units.	✓	Part of 2015/2016 budget.
590-170615-16	Central Country Zone - Wheatbelt Health MOU Group	CEO	That Council supports the Central Country Zone's participation in the Wheatbelt Health MOU Group.	✓	Letter sent 22/06/2015.
591-170615-18	Chief Executive Officers – Annual review	CEO	That Council increase the Current Chief Executive Cash component of his salary by 2.5% as of 1 July 2015 to \$119,925 per year.	✓	Changed in payroll 08/07/2015.
592-170615-19	Manager of Works – Salary Review	CEO	That Council increase the Manager of Works Cash component of his salary by 2.5% as of the first pay period on or after 1 July 2015 to \$78,925 per year.	✓	Changed in payroll 08/07/2015.

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

1.44pm – MWS Peter Vlahov entered the Chambers.

Infrastructure and Engineering Services

### 10.1.01 – Manager Works and Services Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Peter Vlahov, Manager Works & Services
<b>File Reference:</b>	2610
<b>Author:</b>	Peter Vlahov, Manager Works & Services
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	9 July 2015

**Enclosure / Attachment:** Ongoing Maintenance List

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

**Comment:** Not applicable.

#### Programmed Construction Works

- Extra R2R Funding 2015/16 and 2016/17. Council may consider using the extra funding to reconstruct and cement stabilise Lomos South Road over two years, commencing in 2015/16 and completing the works in 2016/17. Council will receive extra funds as per allocations. See Road Program.
- Wickepin Community Centre Car Park Upgrade – Kerbing, Lighting and Line marking has now been completed. The limestone retaining wall and fence reconditioning is in progress.
- Fox Road gravel sheeting has been completed. Some warning signage is yet to be installed.
- The works crew are currently gravel sheeting Townsendale Road.
- Locating gravel supplies for the 2015/16 works program.
- Waste transfer stations are now ready for use. Some minor ongoing improvements may occur after monitoring during actual use.

#### Plant Replacement

- Prices are being sort for various plant items for the 2015/16 budget.

#### Maintenance Works

- Various building maintenance issues
- Wash sports floor.
- Various signage repairs and replacements.
- Pot hole patching.
- Grading various roads such as Line Road, Tincurrin North Road, Lange Road , Malyalling Road and others as required.
- Refuse sites maintenance.
- Dog and cat control.
- Various tree issues and other general maintenance.
- Some flooding damage to Lange Road and Normans Road has been repaired.
- Clean gutters at the Yealering Town Hall.
- Remove blockage caused by tree roots from sewer manhole located in Wogolin Street.
- Various issues concerning building maintenance.
- Install headwalls on Townsendale Road culverts re construction program.

Please see ongoing list attached

### **Occupational Health and Safety**

- The LGIS Safety Audit Recommendations have been received and most of the recommendations have been implemented. Some recording procedures are currently being evaluated and will be introduced during the next few weeks.
- There have been no incidents to report.

### **Workshop**

- Isuzu tipper has had a fuel sensor replaced. This work had to be carried out at South West Isuzu and cost \$3,200.
- Assist with other building and maintenance issues.
- Assist with Transfer Stations construction.
- General ongoing services and repairs.

### **Parks and Gardens**

- A new staff member (Allan Hemley) has been appointed to Parks and Gardens.
- Mowing and slashing various, including some road verges
- Tree planting at Yealering and Wickepin.
- Empty water storage tanks located at Wickepin Community Centre into sewer system to provide water for oval reticulation. Lack of rain has meant that the storage dam water level is extremely low.
- Prepare plan for Yealering Town Hall garden improvements.
- Wickepin oval mowing and maintenance
- Hockey oval maintenance.
- Upgrade various gardens.
- Weed spraying various areas.

**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 9 July 2015.

**Voting Requirements:** Simple majority

### **Resolution No 220715-04**

#### **Moved Cr Allan / Seconded Cr Lansdell**

That council notes the report from the Manager of Works and Services dated 9 July 2015.

**Carried 8/0**

## ROAD PROGRAM 2015 / 2016

			ROADS TO RECOVERY 2015/2016						
R2R076	Leeson	Start 6.20 End 8.20	Gravel sheeting, widening, reduction of veg & signs	20,550	13,974	10,575	10,000	55,099	
R2R008	Keeping Street	Tincurrin	Reseal	-	-	-	18,000	18,000	
R2R107	Campbell Street	Wogolin Road to White St	Reseal, Repair tree damage Asphalt Memorial Car park	-	-	-	90,000	90,000	
R2R098	Angwin	Start 0.00 2.00	Gravel sheeting, widening and Clearing	18,750	12,750	8,864	10,000	50,364	
R2R161	Lake	Start 0.00 End 2.50	Gravel sheeting, widening and Clearing	24,950	16,966	10,154	8,000	60,070	
R2R037	Townsendale	Start 0.00 End 2.70	Gravel sheeting, widening and Clearing	15,950	10,846	10,821	8,000	45,617	
R2R150	Fence	Start 10.30 End 15.30	Reseal	-	-	-	145,000	145,000	
R2R015	Wickepin North	Start 3.40 End 3.60	Reseal	-	-	-	8,489	8,489	
R2R155	Lomos South Road		Reconstruct Cement Stabilisation stage 1				201,573	201,573	

**MWS Action Request Register 2015**

	Date	Area	Action	Requested by	Complete Y/N	Date Complete	Notes
2014	30/09/2014	Wickepin	Wogolin Reserve History Board Signs – Parking and Heritage signs.	Council	○		To be placed.
	15/10/2014	Wickepin	Private Works: 54 Campbell Street.	Tony Smith	○		
	11/12/2014	Wickepin	Street sign for Collins Street – Wogolin Intersection.	Lauren Osborne	○		Signs need installing
January	14/01/2015	Harrismith	Tree down over road near cricket oval.	Leah Pearson	✓	15/01/2015	
	14/01/2015	Harrismith	Tree down blocking Baker Road.	Cheryl Groom	✓	15/01/2015	
	20/01/2015	Wickepin	Finish end path ramp at Admin office.	Judy Bransby	✓	21/01/2015	
	23/01/2015	Wickepin	Caravan Park – men’s urinal been turned off 3 weeks ago, cannot flush.		✓	06/02/2015	
	27/01/2015	Wickepin	Knocked over branches 14 Johnston Street.	Rob Loveridge	✓	18/02/2015	
	30/01/2015	Wickepin	Unit 1 Yarling Court – Washing machine top washers need replacing	Jody Dunn	✓		
	30/01/2015	Wickepin	Unit 1 Yarling Court – TV Ariel not working.	Jody Dunn	✓		
February	04/02/2015	Yealering	Lomus Road bitumen is lifting and dangerous.	Lynda Coxon	✓		Temporary fix.
	06/02/2015	Harrismith	Place Children crossing signs on Wickepin Harrismith Road loc 7390.	Carmen Bayley	✓	19/03/2015	
	11/02/2015	Wickepin	White rail at admin office needs repainting.	Townscape	✓	18/02/2015	Repainted.
	11/02/2015	Yealering	Attention needed to Yealering Gardens and dead plants need removing.	Townscape	✓		
	11/02/2015	Wickepin	Mark posts in lawn where war memorial posts will be placed.	Townscape	✓		
	11/02/2015	Harrismith	Tree fallen down in Harrismith Playground	Townscape	✓		
	11/02/2015	Yealering	Cowthrop on Corner of Roberts and Smith Street.	P. McKormick	✓		Private property
	11/02/2015	Wickepin	Facey Group – PowerPoint needs checking.	Facey Group	✓		
	24/02/2015	Harrismith	Caravan Park Dongas – Stove not working.	Tanya Sands	✓		Complete.
	26/02/2015	Wickepin	Yarling Court Unit 1 – Air-conditioning leaking.	Jody Dunn	✓		
	04/03/2015	Wickepin	War Memorial – Water drainage running down to pub.	Allan Lansdell	✓		Gardener is monitoring.
	March	04/03/2015	Harrismith	Bin on the Wickepin-Harrismith Road requires a lid.	Tech services	✓	
04/03/2015		Harrismith	Wind sock to be replaced at the air strip.	Tech services	○		Ordered.
04/03/2015		Wickepin	Clean all gutters in Council buildings.	Governance	✓		Complete.
09/03/2015		Wickepin	Yarling Court Unit 3 – tidy up gardens.	Leah	✓	10/03/2015	Complete.
10/03/2015		Harrismith	Tidy up at cricket ground for grand final.	Leah	✓		
11/03/2015		Yealering	Yealering Hall – globe needs replacing.	Townscape	✓		
11/03/2015		Harrismith	Harrismith air strip – slashing is needed rather than grading.	Townscape	✓		Complete.
11/03/2015		Harrismith	Wind sock on Harrismith air strip – needs clearing before it is replaced.	Townscape	✓		
12/03/2015		Wickepin	Gillimanning Road sign needs replacing.	Tina Simpson	✓		
16/03/2015		Wickepin	Brand down at Unit A Collins Street – needs removing.	Anika Mullan	✓	18/03/2015	
16/03/2015		Wickepin	Caravan Park – Door frame broken and long light bulb needs changing.	Tony Rigby	○		
18/03/2015		Yealering	Opposite Coxon’s Garage – pine tree full of termites needs removing.	Wayne Rushton	✓		
19/03/2015		Wickepin	CRC – Assistance to change light bulb.	A. Heaney	✓		
23/03/2015		Yealering	Mow lawn at CWA building.	Progress	✓		
23/03/2015	Yealering	Dalton Road needs grading.	Progress	✓			
23/03/2015	Yealering	Replace plants at the front and back of hall.	Progress	✓			

	24/03/2015	Yealering	Remove trees from the hall.	Kim Smith	✓		
	30/03/2015	Wickepin	Unit 3 Yarling Court – light filled with water and TV Arial needs fixing.	Luke Hatchman	✓		TV Arial fixed. All complete.
April	02/04/2015	Toolibin	Sign for Cemetery Road.	Lorinda Knox	✓		Ordered.
	02/04/2015	Wickepin	Have oval ready for first game of footy.	WFC	✓		
	08/04/2015	Wickepin	Place garden competition signs.	Townscape	✓		Complete.
	08/04/2015	Wickepin	Cemeteries to be tidied before ANZAC Day.	Townscape	✓		Complete.
	08/04/2015	Various	Place RV signs.	Townscape	○		
	08/04/2015	Wickepin	Facey Group - Outside tap is dripping.	Facey Group	✓		
	08/04/2015	Wickepin	Facey Group – Men’s toilets runs all day and night.	Facey Group	✓		
	08/04/2015	Wickepin	Facey Group – Kitchen tap is loose.	Facey Group	✓		
	08/04/2015	Wickepin	Facey Group – Flouro light tube needs replacing.	Facey Group	✓	05/05/15	
	08/04/2015	Wickepin	Facey Group – Cold water tap is leaking – washing machine.	Facey Group	✓		
	13/04/2015	Wickepin	Community Centre – Get rid of dead mouse smell and spider webs.	Amanda	✓		
	15/04/2015	Wickepin	Prune brushes to same level for ANZAC Day.	Council	✓		Can’t be done – the bushes are too different.
	15/04/2015	Harrismith	Harrismith South Road, Gray Road and Ward Road need grading.	Bruce Ward	✓	06/05/15	
	16/04/2015	Harrismith	T Junction of the Line Road/Stock Route Road – bush area needs clearing.	Council	✓		
	20/04/2015	Wickepin	Cold showers in Community Centre change rooms.	WFC	✓		
	20/04/2015	Wickepin	Various jobs for ANZAC Day.	Leah	✓		
	20/04/2015	Wickepin	Mark the Hockey Oval.	Hockey Club	✓		
	22/04/2015	Wickepin	Clean all gutters for housing.	Inspections	✓		
	22/04/2015	Wickepin	Yarling Court - Unit 2 - Front light globe outside needs replacing.	Inspections	✓		
	22/04/2015	Wickepin	Yarling Court - Unit 3 - Broken fly screen window.	Inspections	✓		
	22/04/2015	Wickepin	Cottage Homes - Unit 3 - Move front blind cord.	Inspections	✓		
	22/04/2015	Wickepin	Unit 3 – Cut back creeper over the car port.	Inspections	✓		
	22/04/2015	Wickepin	Unit 4 - Change light in kitchen (doesn’t always work).	Inspections	✓		
	22/04/2015	Wickepin	Unit 4 - Fix hand rail (ask Amy what exactly she needs)	Inspections	✓		
	22/04/2015	Wickepin	7 Fisher Street - Stove top was in budget last year and needs to be fitted.	Inspections	○		
	22/04/2015	Wickepin	5 Smith Street - Arm chair needs removing (back outside area).	Inspections	✓		
	22/04/2015	Wickepin	5 Smith Street - Curtain rail on sliding door to back garden needs fixing.	Inspections	✓		
	22/04/2015	Wickepin	34 Henry Street – Branch over footpath.	Luci Sartori	✓		
	28/04/2015	Wickepin	Mouse poo in Community Centre.	W. Meddings	✓		
	29/04/2015	Wickepin	Unit 2 Yarling Court – Glass damaged in bedroom opposite main road.	Violet Holmes	✓		
29/04/2015	Wickepin	Unit 2 Yarling Court – Hot water system is only warm – needs checking.	Violet Holmes	✓			
May	01/05/2015	Wickepin	Private Works Request – 2 large trees need removing in yard.	Julie Auld	✓		
	01/05/2015	Wickepin	Chair trolley needs collecting.	Leah	✓	05/05/2015	
	01/05/2015	Wickepin	Community Centre – next to pie warmer in kitchen – plug needs removing	Mark	✓	06/05/2015	Completed by electrician.
	01/05/2015	Wickepin	Wickepin Public Toilets – light stuck on. Handles need tightening.	Leah	✓	05/05/2015	
	04/05/2015	Wickepin	Wickepin Caravan Park – light globe needs replacing in laundry.	A. Ramsay	✓	05/05/2015	
	04/05/2015	Wickepin	Recycling Shed – Fire extinguisher needs to be locked.	A. Ramsay	✓		
	04/05/2015	Wickepin	Facey Group – Light in kitchen needs an electrician.	Facey Group	✓		
	04/05/2015	Wickepin	Facey Group – Plumber for downpipe.	Facey Group	○		

	04/05/2015	Wickepin	Old Railway Building – Tree at the back of building needs to be trimmed.	A. Ramsay	✓	06/05/2015	
	04/05/2015	Harrismith	Dongas – globe outside needs replacing.	A. Ramsay	✓		
	04/05/2015	Harrismith	Dongas – Exhaust fan not working may need an electrician.	A. Ramsay	✓		
	04/05/2015	Harrismith	Dongas – Change batteries in smoke alarms.	A. Ramsay	✓		
	04/05/2015	Wickepin	Henry Street – Part of pavement has lifted up footpath.	P. Gardener	○		
	05/05/2015	Wickepin	Whiteboards back to community Centre.	Glenn Leeson	✓	06/05/2015	
	05/05/2015	Wickepin	Netball Courts to be cleaned for 9 <sup>th</sup> May.	Amanda	✓		
	06/05/2015	Wickepin	Weeds need seeing to at Facey Group building.	Facey Group	✓		
	07/05/2015	Wickepin	Wickepin War Memorial – Loose brick on steps.	Governance	✓		
	07/05/2015	Wickepin	Campbell Street – Blue metal dust needs shoveling.	Governance	✓		
	11/05/2015	Yealering	Tidy up Yealering Cemetery.	Wayne Rushton	✓		
	13/05/2015	Wickepin	10 Smith Street – wood back door in garage lock not working.	Stacey Halstead	○		
	13/05/2015	Yealering	Corner of Congreve and Connor Street – sand/gravel needs removing.	Les Robinson	✓	15/05/2015	
	13/05/2015	Wickepin	Tree pruning – 34 Henry Street – side of tree needs pruning.	Luci Sartori	✓		
	14/05/2015	Yealering	Clean between graves, under trees and Shipley Road fence.	Wayne Rushton	✓	15/05/15	
	18/05/2015	Wickepin	Unit 1 Yarling Court – Place rat baits in roof.	Jody Dunn	○		
	19/05/2015	Wickepin	Shire office – replace 1 light globe.	Mark Hook	✓		
	19/05/2015	Wickepin	Unit 3 Cottage Homes – replace double PowerPoint in kitchen.	Colin Fleay	✓	29/05/2015	
	19/05/2015	Wickepin	Unit 3 Cottage Homes – Hinge in laundry.	Colin Fleay	✓	29/05/2015	
	19/05/2015	Wickepin	Unit 3 Yarling Court – TV Aerial not working.	Tim Rushton	✓		
	20/05/2015	Wickepin	Wickepin Caravan Park – Lock in disabled shower broken.	Kirsten Rigby	✓		
	20/05/2015	Wickepin	Wickepin Caravan Park – Refillable, fitted soap dispenser.	Kirsten Rigby	✓		
	21/05/2015	Wickepin	Unit 2 Cottage Homes – Move leave and dirt at the back.	Doug Gardener	✓	26/05/2015	
	21/05/2015	Wickepin	Cottage Homes – Trim bush over electricity meter.	Nat Manton	✓	25/05/2015	
	25/05/2015	Yealering	Plaque and ashes into niche wall.	Amanda	✓	28/05/2015	
	25/05/2015	Wickepin	5 Smith Street – Tidy up front and back garden.	Leah	✓	27/05/2015	
	27/05/2015	Wickepin	Community Centre – lights over doors to mezzanine not working.	Beth Thompson	✓	29/05/2015	
	27/05/2015	Wickepin	Community Centre – Exit light over stairwell blinks.	Beth Thompson	○		
	28/05/2015	Wickepin	Office – fix flag poles.	Mark	✓	28/05/2015	
June	02/06/2015	Wickepin	Unit 3 Yarling Court – Tidy front and back garden.	Leah Pearson	✓	05/06/2015	
	02/06/2015	Wickepin	Unit 4 Cottage Homes – Toilet needs fixing.	Amy Read	✓	02/06/2015	
	03/06/2015	Wickepin	Community Centre – leaking tap oval side of mezzanine.	Tony Smith	✓		
	03/06/2015	Wickepin	Old floor sweeper needs maintenance.	Tony Smith	✓		
	04/06/2015	Wickepin	5 Smith Street – Aerial for TV not working.	Luke Hatchman	✓		
	06/06/2015	Wickepin	5 Smith Street – Power socket in kitchen needs seeing to.	Luke Hatchman	✓		
	10/06/2015	Wickepin	Unit 2 Yarling Court – Window needs fixing.	Violet Holmes	✓		
	11/06/2015	Wickepin	Fix sports ground fence at Campbell Street side of oval.	Mark Hook	✓		
	12/06/2015	Wickepin	Community Centre – Stack trolley needs wheels fixed.	WFC	✓	12/06/2015	
	12/06/2015	Wickepin	Unit 1 Yarling Court – Tiles lifting at back of shower from ants nest.	Jody Dunn	○		
	16/06/2015	Wickepin	Unit 4 Yarling Court – Sliding door handles not working in laundry.	Tim Rushton	○		
	16/06/2015	Wickepin	Community Centre – Require light switch and power socket in ladies.	Anthea Hill	○		



	18/06/2015	Wickepin	Admin office – Women’s toilet light needs changing.	Leah	✓		
	19/06/2015	Wickepin	Unit 1 Cottage Homes – Tap not working.	John Gardener	✓		
	26/06/2015	Wickepin	Downpipe has come away at back of Police Station.	Helen Warrilow	✓		
July	06/07/2015	Yealering	Sand delivery for Yealering Primary School.	Dani Sims	✓		
	07/07/2015	Wickepin	Holes near graves need filling at Cemetery.		✓		
	07/07/2015	Wickepin	Check sewer line at Jeanette Penders House.	Jeanette Pender	✓		
	08/07/2015	Yealering	Bollard lights not working.	Colin Coxon	✓		
	08/07/2015	Wickepin	Community Centre Mezzanine blinds derailed, chain broken	Hazel Green	○		
	09/07/2015	Wickepin	Health Centre – Roots are lifting paving.	Kelly Miller	○		
	10/07/2015	Wickepin	Replace cistern in Unit 4 Cottage Homes.	W. Meddings	○		

## 10.1.02 – 2016/2017 National and State Blackspot funding

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	2617
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	13 July 2015

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### Enclosure / Attachment:

Black Spot Nominations;

- Malyalling road Mutton road Y junction
- Line road - 3 kilometre section west of Tincurrin
- Line road - 3 kilometre section east of Tincurrin

### Background:

Main Roads have called for the Nominations for the National and State Blackspot for the 2016/17 financial year black spot funding.

Three hard copies of each black spot nomination along with any supporting documentation are to be posted or delivered to Sarah Cornwell, Wheatbelt South Region Main Roads Narrogin by the following dates:

- Federal Black Spot closing date                      31 July 2015
- State Black Spot closing date                              28 August 2015

### Comment:

Submissions seeking federal funding are sent by Main Roads Wheatbelt directly to Main Roads in Perth for assessment, but these are also assessed by Main Roads Wheatbelt for possible state black spot funding. The Main Roads WA Wheatbelt Region's assessment process is for all nominations and is in two parts or phases.

Phase 1 determines if a submission is proposing a suitable black spot enhancement treatment with regard to an identified black spot problem concern; the relevance of the black spot concern or problem in terms of any extraneous proposed treatments, and in whether a submission has provided enough detail/traffic data/maps/photos for the assessors to adequately assess the submission.

If a submission is recommended to advance to phase 2, the focus of the further assessment is to rate the submission based on a potential/severity matrix, and further on the 'value for money' for the proposed treatment and its estimated total cost. Funding is then allocated against the prioritised list of projects until the funding is exhausted, but taking into account any mandatory staging or not of a project. The prioritised list of recommended submissions and their state black spot funding allocations is then sent to Perth to seek SAC endorsement, and then ministerial approval.

Road safety audits should address black spot problem areas and not be inclusive of sections or lengths of road that target black spot funding for road asset improvement works.

The projects funded under the 2016/2017 State Black Spot Funding are on a 2 to 1 basis.

The following resolution was passed by Council at its Ordinary Meeting held on the 20 May 2015:

### Resolution No 200515-10

#### Moved Cr Russell / Seconded Cr Lang

1. That the Chief Executive Officer fully cost the following roads for the State and National Blackspot program for the 2016/2017 Financial Year:
  1. Gillimanning Road from SLK3.63 to SLK 17.49
  2. Line Road from SLK 0.00 to SLK 15.45
  3. Line Road from SLK 15.45 to SLK2 5.27
  4. Junction of Malyalling Road and Mutton Road
2. That the costed submissions be brought to the Technical Services Committee being held on the 1<sup>st</sup> July 2015 for a decision on the projects to be submitted to the 2016/2017 State and National Blackspot program prior to the following closing dates:
  - Federal Black Spot closing date 31 July 2015
  - State Black Spot closing date 28 August 2015

**Carried 8/0**

As the 1<sup>st</sup> July 2015 Technical Services Committee meeting was cancelled due to School Holiday commitments this item is presented to the full Council Meeting for consideration.

Gillimanning Road from SLK3.63 to SLK 17.49 does not fit within the Blackspot guidelines so it has been omitted from the final costing for presentation to Council.

**Statutory Environment:** *Local Government Act 1995*  
Regional Road Group Procedures Black Spot

**Policy Implications:** Not applicable.

**Financial Implications:**

All projects are funded two thirds Main Roads one third Council.

1.	Malyalling road Mutton road Y junction	\$ 40,370
2.	Line road - 3 kilometre section west of Tincurrin	\$ 16,756
3.	Line road - 3 kilometre section east of Tincurrin	\$ 16,756

TOTAL \$ 73,882

MRWA \$ 49,255  
Council \$ 24,627

**Strategic Implications:** Not applicable.

**Summary:**

Council is being requested to submit the following roads to the State and National Blackspot programs for the 2016/2017 Financial Year:

- |  |          |
|--|----------|
| 1. Line Road from SLK 0.00 to SLK 15.45        | \$16,756 |
| 2. Line Road from SLK 15.45 to SLK2 5.27       | \$16,756 |
| 3. Junction of Malyalling Road and Mutton Road | \$40,370 |

By the following dates:

Federal Black Spot closing date	31 July 2015
State Black Spot closing date	28 August 2015

**Recommendation:**

That Council submit the following roads to the State and National Blackspot programs for the 2016/2017 Financial Year:

- |  |          |
|--|----------|
| 1. Line Road from SLK 0.00 to SLK 15.45        | \$16,756 |
| 2. Line Road from SLK 15.45 to SLK2 5.27       | \$16,756 |
| 3. Junction of Malyalling Road and Mutton Road | \$40,370 |

By the following dates:

Federal Black Spot closing date	31 July 2015
State Black Spot closing date	28 August 2015

**Voting Requirements:** Simple majority

### Resolution No 220715-05

#### Moved Cr Lang / Seconded Cr Russell

That Council submit the following roads to the State and National Blackspot programs for the 2016/2017 Financial Year:

- |  |          |
|--|----------|
| 1. Line Road from SLK 0.00 to SLK 15.45        | \$16,756 |
| 2. Line Road from SLK 15.45 to SLK 25.27       | \$16,756 |
| 3. Junction of Malyalling Road and Mutton Road | \$40,370 |

By the following dates:

Federal Black Spot closing date	31 July 2015
State Black Spot closing date	28 August 2015

**Carried 8/0**

## Infrastructure and Engineering Services

**10.1.03 – Closure Thomson Road**

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Daniel Bird
<b>File Reference:</b>	2619
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	9 July 2015

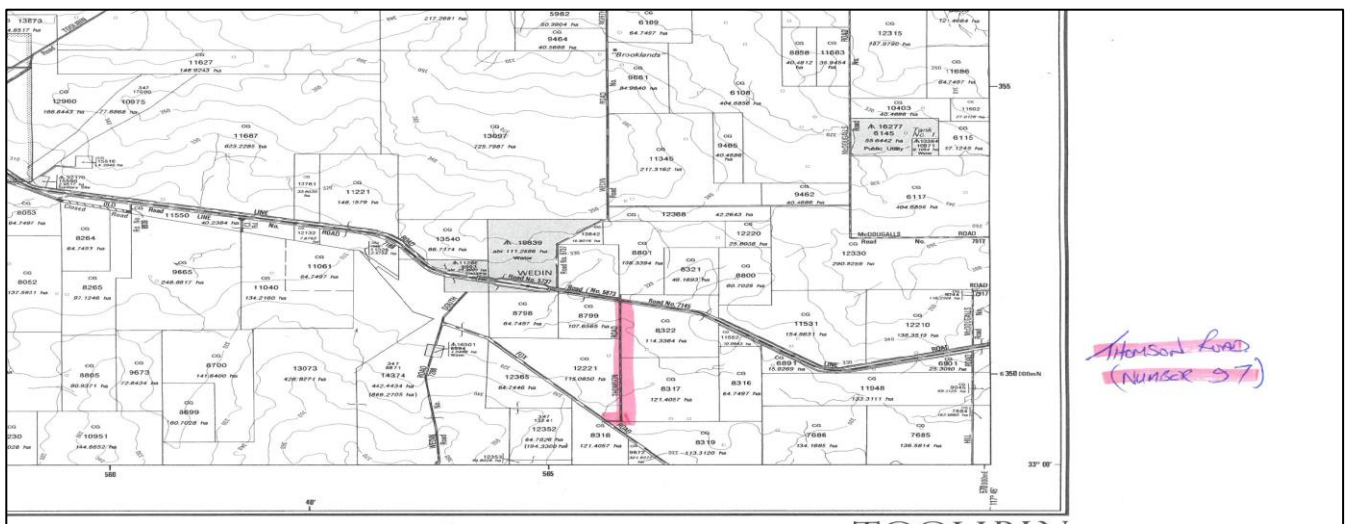
**Enclosure / Attachment:** Nil

**Background:**

Council has received the following letter from Daniel Bird:

*Dear Mr Hook and Wickepin Shire Councillors*

*My letter is in regard to Thomson road at Wedin which runs through our property between the Line road and Fox road. I wish to explore the possibility of purchasing this land from the shire. The road is currently a gated road and is not maintained by the shire in recent years nor used by the public. This road would serve as our laneway giving better access to the movement of stock and machinery throughout the farm. Closure off this road would have no impact on the public nor cut off access to any other road. South Wedin road is only 1.5km to the west and Hill road is 2.5km to the east. Both these roads are maintained by the shire and are better roads to give access from the Line road to Fox road. Thanks in advance for your consideration.*

**Comment:**

Most roads and streets are dedicated by order of the Minister for Lands, or by approval of a plan of subdivision. There are a substantial number of private roads where closure and disposal is effected by the Minister at the request of the relevant local government.

A road consists of the entire "easement" between the external boundaries defining the legal limits of the road corridor. Generally, a road easement includes the constructed road, kerbing and verge areas including street lawns and roadside vegetation up to the boundaries of abutting land holdings.

Under the *Land Administration Act 1997 (LAA)* "road means", subject to section 54, land dedicated at common law or reserved, declared or otherwise dedicated under an Act as an alley, bridge, court, lane, road, street, thoroughfare or yard for the passage of pedestrians or vehicles or both;

### Who owns the land in a public road?

When a road has been dedicated to public use, ownership of the land within the road easement is with the State. If the road is subsequently closed, the subject land becomes unallocated Crown land and may be disposed of under the LAA. Public roads are usually under the care, control and management of the local government in which they are located, regardless of whether the road is built or not.

### Closure of a public road?

The five steps for public road closure and disposal are:

1. Approach the local government to ascertain if it is willing to consider a road closure request.
2. The local government must then comply with *section 58 of the LAA and regulation 9 of the Land Administration Regulations 1998*, dealing with public advertising, objections and service agency responses, formally resolving to close the road and advising the department in writing.
3. Consideration by the department and determination of a purchase price.
4. Acceptance by the proponent and payment of purchase price and other costs associated with the proposal.
5. Completion of road closure and disposal actions, including the lodging of a Road Closure Order and Amalgamation Order for registration in Landgate.

An adjoining landowner wishing to seek the permanent closure of a public road should approach the local government to establish if it is prepared to undertake the formalities in accordance with the LAA, including reference to all service authorities and the department.

Proposed road closures are assessed on their individual merits and RDL's State Land Services Division acts on the advice of the relevant local government, and in consultation with the Department of Planning's Statutory Planning Division. For a wide range of reasons, a road closure may not necessarily be undertaken. Depending on the circumstances of a proposed road closure (and the proponent's intended development of the land), a service authority may require relocation of its facilities at the proponent's expense, or request a LAA easement to protect its installation in situ. Subject to LAA requirements being met and there being no impediment to closure, the local government will resolve whether or not to proceed with permanent road closure and will advise the department in writing.

The State Land Services Division considers the local government's requests for closure and, if closure is agreed to, considers and arranges the disposition of the land in the closed road; determines the purchase price; arranges any easements and survey/graphic requirements; and undertakes conveyancing. Statutory fees also apply. Purchase price is fixed by the department in consultation with the Valuer General. The price is normally the unimproved market value of the land. Upon payment of purchase monies, stamp duty and statutory fees and following any survey action, service authority plant relocation and/or agreement to easements in lieu, the department may proceed with formal road closure and disposal action to facilitate amalgamation of the closed road area with the adjacent freehold land as a single composite area. The road closure takes effect once the Closure Order is registered at Landgate. The area will then become unallocated Crown land.

How long will the process take?

The duration of each closure varies considerably depending on complexity and from case to case. The process of closure and disposal may be significantly delayed by any or all of the following factors:

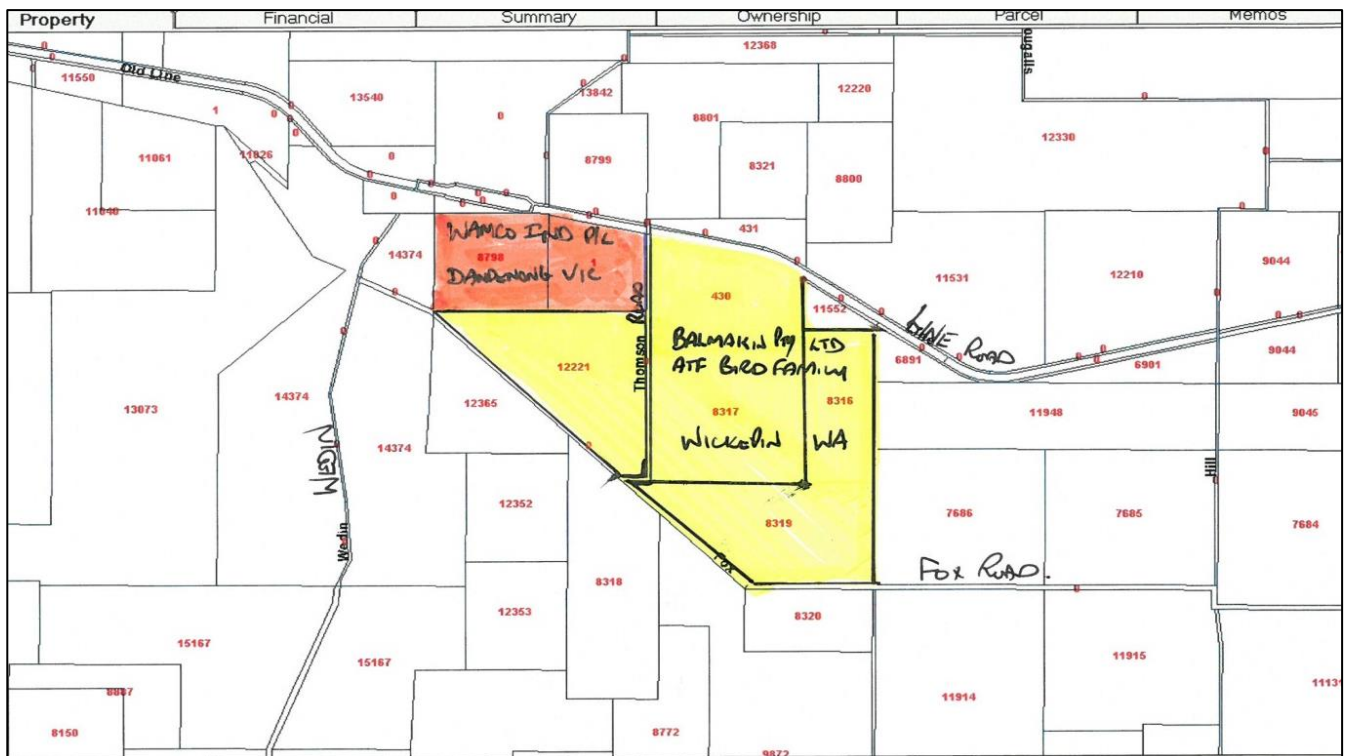
- objections to closure
- disputes between abutting land-holders
- disputes over pricing
- resolution of relocation or protection of services to remain in road
- problems in survey
- Legal complexities, such as strata titling affecting the land with which the closed road is to be amalgamated.

Subject to local government complying with the relevant statutory requirements, straightforward road closure and disposal may take up to six months to complete.

The land owners adjoining Thomson Road are shown on the following Map.

Yellow - A6594 Balmakin Pty Ltd ATF the Bird Family  
 Po Box 36 Wickepin WA 6370  
 Williams Location 12221, 8316, 8317, 8319, 8322

Orange – A6580 Wamco Industries Pty Ltd  
 2 Abbots Road  
 Dandenong Victoria 3175  
 Williams Location 8798, 8799





Under Section 58 of the *Land Administration Act 1997* A Local Government cannot a request for a road closure until a period of 35 days has elapsed from advertising the proposed road closure in a newspaper circulating in its district of notice of the proposed road closure, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice. The advertising covers advising all utility providers of the proposed road closures so they can make comment. If Council, after the Receival of submissions, agrees with the proposed road closure the land within the road easement is offered to all adjoining land owners at current market values, the final decision on all road closures rests with the Minister for Lands. All survey fees etc. are borne by the persons purchasing their portion of the road reserve.

The Chief Executive has been contacted on the possible upgrading of Thomson Road as a school bus route for students from the Tincurrin School that could possibly be attending the Wickepin Primary School next year.

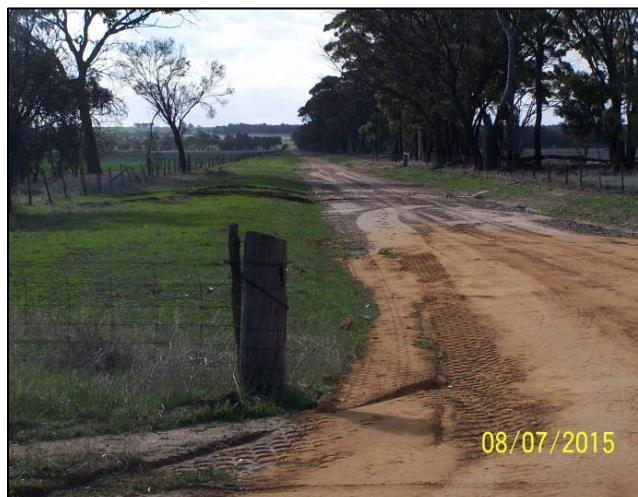
Thomson Road is currently gated at each end and has been cleared of all vegetation; the road surface is of natural material and is currently used as a laneway for sheep etc.

Fox Road has been gravel sheeted as part of the 2014/2015 road to recovery program and the Fox Road intersection with Thomson Road has been slightly upgraded as part of the Roads to Recovery job. The intersection with Fox road is not shown correctly as the road does in fact turn at a right angle onto Fox Road and not straight as shown in the photos.

Below are photos of Thomson Road showing the gates at each end and the current state of the road:





**Statutory Environment:**

The *Land Administration Act 1997* (LAA) is Western Australia's legislation dealing with the creation and closure of roads. The LAA is administered by the Minister for Lands, assisted by the Department of Regional Development and Lands (RDL). Part 5 of the LAA deals with matters relating to public roads, Part 4 has provisions dealing with private roads, Part 6 of the LAA is the State's legislation dealing with the sale, leasing and licensing of State land. Section 87 of the LAA handles the disposal of land after road closures, which would generally be by amalgamation with adjoining properties. Under the Land Administration Act 1997 "road means", subject to section 54, land dedicated at common law or reserved, declared or otherwise dedicated under an Act as an alley, bridge, court, lane, road, street, thoroughfare or yard for the passage of pedestrians or vehicles or both;

**Section 58. Closing roads**

- (1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.
- (2) When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.
- (3) A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.
- (4) On receiving a request delivered to him or her under subsection (2), the Minister may, if he or she is satisfied that the relevant local government has complied with the requirements of subsections (2) and (3) —
  - (a) by order grant the request; or
  - (b) direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or
  - (c) refuse the request.
- (5) If the Minister grants a request under subsection (4) —
  - (a) the road concerned is closed on and from the day on which the relevant order is registered; and
  - (b) any rights suspended under section 55(3)(a) cease to be so suspended.
- (6) When a road is closed under this section, the land comprising the former road —
  - (a) becomes unallocated Crown land; orif a lease continues to subsist in that land by virtue of section 57(2), remains Crown land.

**Policy Implications:**

No Policy. **8.1.4 Road Closures** only covers temporary road closures due to bad weather or damage to the existing road.

**Financial Implications:**

All costs borne by person requesting road closure or land owners who purchase sections of closed road.

**Strategic Implications:** Nil

**Summary:**

Council is being requested as per *Section 58 of the Land Administration Act 1997* to advertise the proposed closure of Thomson Road, requesting comments on the proposed closure for a period of 35 days in a newspaper circulating in its district.

**Recommendation:**

That Council as per *Section 58 of the Land Administration Act 1997* advertise the proposed closure of Thomson Road, requesting comments on the proposed closure for a period of 35 days in a newspaper circulating in its district.

**Voting Requirements:** Simple majority

**Resolution No 220715-06**

**Moved Cr Russell / Seconded Cr Lansdell**

That this matter lay on the table.

**Carried 8/0**

2.02pm – MWS Peter Vlahov departed the Chambers.

Infrastructure and Engineering Services



## 10.1.04 – Disposal Reserve 18106 Lot 17 Tincurrin Primary School

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Reserve 18106 Lot 17 Tincurrin Road Tincurrin
<b>Name of Applicant:</b>	Department of Lands
<b>File Reference:</b>	A6116
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	15 July 2015

**Enclosure / Attachment:** Nil

### Background:

Council has received the following letter from the Department of Lands requesting if Council has any objections to the proposal proceeding:

 <p>Government of <b>Western Australia</b> Department of <b>Lands</b></p>	<p>Land Asset Management Unit</p> <p>Our ref: LAMU488, File no. 05551-1922 Enquiries: Simone Soliman, Ph: (08) 6552 4786 Simone.Soliman@lands.wa.gov.au</p>								
<p>9 July 2015</p>									
<p>Chief Executive Officer Shire of Wickepin PO Box 19 WICKEPIN WA 6370</p>	<table border="1"> <tr> <td colspan="2" style="text-align: center;">SHIRE OF WICKEPIN</td> </tr> <tr> <td>DATE RECEIVED:</td> <td style="text-align: center;">15 JUL 2015</td> </tr> <tr> <td>FILE NO:</td> <td style="text-align: center;">A6116</td> </tr> <tr> <td>TO:</td> <td style="text-align: center;">CEO</td> </tr> </table>	SHIRE OF WICKEPIN		DATE RECEIVED:	15 JUL 2015	FILE NO:	A6116	TO:	CEO
SHIRE OF WICKEPIN									
DATE RECEIVED:	15 JUL 2015								
FILE NO:	A6116								
TO:	CEO								
<p>Dear Sir/Madam</p>									
<p><b>Proposed disposal of Reserve 18106 – Lot 17 Tincurrin Road, Tincurrin – Lot 17 on Deposited Plan 147055</b></p>									
<p>The Department of lands will be disposing of the abovementioned property on behalf of the Education Department of WA in the near future. Please find enclosed a plan and an aerial of the subject site for your information.</p>									
<p>In accordance with the Shire of Wickepin's Town Planning Scheme No. 4, Lot 17 is zoned "Public Purposes: Primary School".</p>									
<p>To facilitate this proposal, your comments are now sought as to whether you have any objections to this proposal proceeding.</p>									
<p>It would also be appreciated if you could advise of the location of any communication services you may be aware of in the vicinity.</p>									
<p>Your further advice will be awaited in this regard.</p>									
<p>Yours faithfully</p>									
 <p>Simone Soliman Project Officer Land Asset Management Unit</p>									
<p><small>Gordon Stephenson House, 140 William Street Perth Western Australia 6000 PO Box 1143 West Perth Western Australia 6872 Telephone (08) 6552 4400 Facsimile (08) 6552 4417 Freecall: 1800 735 784 (Country only) Email: info@lands.wa.gov.au Website: www.lands.wa.gov.au ABN: 68 565 723 484</small></p>									









Scale : 1:2242 (Geographical)  
 MGA : SW=571860.9E,6350578.0N Zone 50 / NE=572336.7E,6351296.2N Zone 50  
 Lat/Long : 117°46'08.697", -32°58'50.912" / 117°46'26.822", -32°58'27.479" H 271mm by W 210mm

Printed : 16:02 Wed 8/Jul/2015  
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**Comment:**

Council has been made aware of the closure of the Tincurrin Primary School and this is part of the closure process.

The letter from the Department of Lands is only in relation to the disposal of Reserve 18106 – Lot 17 Tincurrin Road deposited plan 147055 Tincurrin WA and not the Education Department Buildings sitting on the Reserve. Council should however treat the request to include the buildings as well as the land.

Council should object to the proposal proceeding until the community of Tincurrin is in a position to advise Council as to whether they feel the current buildings should be retained for the benefit of the Tincurrin Community.

Council needs to reply to the Department of lands advising them that the land and buildings should be offered to the Tincurrin Community for use by the Tincurrin Community.

My understanding is that the Education Department offers the assets to other schools if they can be moved and utilized at other schools in the Region.

This action will require some level of financial commitment from Council as the cost of maintaining the existing buildings would probably come back to the Council.

**Statutory Environment:** Shire of Wickepin Town Planning Scheme Number 4

4.1.1 A change in the use of land from one use to another is permitted if–

- (a) the local government has exercised its discretion by granting planning approval;
- (b) the change is to a use which is designated with the symbol 'P' in the cross reference to that zone in the Zoning Table and the proposed use complies with all the relevant development standards and any requirements of the Scheme;
- (c) the change is an extension of a use within the boundary of the lot which does not change the predominant use of the lot; or
- (d) the change is to an incidental use that does not change the predominant use of the land.

- Note:*
1. *The planning approval of the local government is required for the development of land in addition to any approval granted for the use of the land. In normal circumstances one application is made for both the use and development of land.*
  2. *The local government will not refuse a 'P' use because of the unsuitability of the use for the zone but may impose conditions on the use of the land to comply with any relevant development standards and requirements of the Scheme, and may refuse or impose conditions on any development of the land.*
  3. *In considering a 'D' or 'A' use, the local government will have regard to the matters set out in clause 10.2.*
  4. *The local government must refuse to approve any 'X' use of land. Approval to an 'X' use of land may only proceed by way of an amendment to the Scheme.*

**“community purpose”** means the use of premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organizations involved in activities for community benefit;

**Policy Implications:** Nil

**Financial Implications:**

Unknown at this stage but Council would need to commit to maintain the buildings if they were gifted to the Tincurrin Community.

**Strategic Implications:** Nil

**Summary:**

Council is being requested by the Department of Lands if it has any objections to the proposed disposal of Reserve 18106 – Lot 17 Tincurrin Road deposited plan 147055 Tincurrin WA proceeding.

This Reserve is the current Tincurrin Primary School.

**Recommendation:**

1. That Council objects to the disposal of Reserve 18106 – Lot 17 Tincurrin Road deposited plan 147055 Tincurrin WA being the Tincurrin Primary School proceeding on the grounds that Council feels the land should be offered to the Tincurrin Community.
2. That Council advise the Department of Lands that Council feels the land and buildings on Reserve 18106 – Lot 17 Tincurrin Road deposited plan 147055 should be offered to the Tincurrin Community.

**Voting Requirements:** Simple majority

**Resolution No 220715-07**

**Moved Cr Hinkley / Seconded Cr Lansdell**

1. That Council objects to the premature disposal of Reserve 18106 – Lot 17 Tincurrin Road deposited plan 147055 Tincurrin WA being the Tincurrin Primary School proceeding prior to closure of the Tincurrin Primary School on 31 December 2015.
2. That Council advise the Department of Lands that if they are to proceed with the disposal of Reserve 18106 – Lot 17 Tincurrin Road deposited plan 147055 Tincurrin WA being the Tincurrin Primary School, Council would like to be considered in acquiring the land.

**Carried 8/0**

*The recommendation differed to the officer's recommendation as Council felt that the community had not been sufficiently consulted in this issue.*

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Governance, Audit and Community Services

## 10.2.01 – Financial Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton - Finance Manager
<b>File Reference:</b>	
<b>Author:</b>	Natalie Manton – Finance Manager
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	15 July 2015

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**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 June 2015 as presented be received.

**Voting Requirements:** Simple majority

### **Resolution No 220715-08**

#### **Moved Cr Allan / Seconded Cr Easton**

That the financial statements tabled for the period ending 30 June 2015 as presented be received.

**Carried 8/0**

## Bank Balances

As at 30/06/2015

	<b>Bank Statement</b>
Municipal Fund	1,282,973.05
Municipal ANZ Term Deposit	
Municipal OCDF	288,764.52
Petty Cash	700.00
Reserves	1,058,936.13
<b>Total</b>	<b>\$2,631,373.70</b>
Trust Fund	\$45,508.80
Transport Account	4,235.80

## Debtors

Rates as at 30/06/2015

Account 7461	Rates	24933.84
Account 6051	Sewerage	2936.54
Account 7451	Excess Receipts	-5766.37
Account 1092	ESL	1,285.00
Account 7481	Domestic Rubbish	705.90
Account 7491	Commercial Rubbish	0.00
Account 7201	Refuse Site Levy	275.35
Account 1052	ESL Penalty	181.81
<b>Total</b>		<b>\$24,554.07</b>

**Sundry Debtors as at 30/06/2015**

Current	47557.78
1 Month	9.85
2 Months	
3 Months	205.00
<b>Total</b>	<b>\$47,771.83</b>

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:** 15 July 2015

**Enclosure / Attachment:** List of Accounts

**Background:** List of Accounts remitted during the period from 1– 30 June 2015

	<u>Vouchers</u>	<u>Amounts</u>
<b>Municipal Account</b>		
Cheques	15171 – 15191	47,110.45
EFT	5484 5585	258,900.88
Superannuation	June	8,553.98
Other Transfers	Payroll June	75,013.28
<b>Trust</b>		
EFT	5517-5518	150.00
Cheques	1256	1,740.00
	<b>TOTAL</b>	<b><u>\$391,468.59</u></b>

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:** 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

**Strategic Implications:** Not applicable

**Recommendation:** That Council acknowledges that payments totaling **\$391,468.59** have 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 220715-09**

**Moved Cr Allan / Seconded Cr Russell**

That Council acknowledges that payments totaling **\$391,468.59** have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Carried 8/0**

List of Accounts Due & Submitted to Committee

Jun-15

Chq/EFT	Date	Name	Description	Muni	Trust
1256	08/06/2015	DOCEP - BOND ADMINISTRATOR	LODGEMENT OF BOND		\$1,740.00
EFT5517	08/06/2015	PAIGE RAE	REFUND COMMUNITY BUS BOND		\$100.00
EFT5518	08/06/2015	ROSLYN WYLLIE	CAT TRAP REFUND		\$50.00
EFT5484	02/06/2015	WESTERN AUSTRALIAN TREASURY CORP	Loan No. 101 Interest payment -		\$2,239.82
EFT5486	05/06/2015	AUSTRALIAN LOCAL GOVERNMENT	ALGA CONFERENCE CR MARTIN		\$1,300.00
EFT5487	08/06/2015	AUSTRALIAN PLANT WHOLESALERS	PLANTS		\$514.80
EFT5488	08/06/2015	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT RECOVERY		\$2,875.49
EFT5489	08/06/2015	YVONNE BOWEY CONSULTING	APRIL FINANCIALS HALF YEAR FORMAT		\$1,377.50
EFT5490	08/06/2015	BEST OFFICE SYSTEMS	COPIER CHARGES		\$970.58
EFT5491	08/06/2015	BITUTEK	SUPPLY AND SPRAY CRS EMULSION		\$28,462.50
EFT5492	08/06/2015	LANDGATE	VALUATION EXPENSES		\$154.00
EFT5493	08/06/2015	DEWS EXCAVATIONS	COMMUNITY CENTRE CARPARK		\$3,300.00
EFT5494	08/06/2015	FULTON HOGAN	EZSTREET 15.8KG BAG		\$1,980.00
EFT5495	08/06/2015	ECONOMIC REGULATION AUTHORITY	QUANTUM ASSISTANCE AUDIT AND REVIEW		\$8,470.00
EFT5496	08/06/2015	FESA - ESL	2014/15 ESL QUARTER 4		\$3,436.80
EFT5497	08/06/2015	GREAT SOUTHERN FUEL SUPPLIES	MAY FUEL ACCOUNT		\$15,274.54
EFT5498	08/06/2015	GEOFF PERKINS FARM MACHINERY CENTRE	ATTACH NEW HOSE		\$271.30
EFT5499	08/06/2015	STATE LIBRARY OF WA	DDS FREIGHT RECOUP 2014/15 WICKEPIN LIBRARY		\$292.34
EFT5500	08/06/2015	MAJOR MOTORS PTY LTD	REGULATOR		\$123.68
EFT5501	08/06/2015	NARROGIN HIRE SERVICE	RETIC ITEMS		\$77.62
EFT5502	08/06/2015	GREAT SOUTHERN WASTE DISPOSAL	MAY ACCOUNT		\$4,366.62
EFT5503	08/06/2015	NARROGIN HARDWARE MAKIT	SUPPLIES		\$67.50
EFT5504	08/06/2015	NARROGIN RETRAVISION	REPAIR ANTENNA		\$256.00
EFT5505	08/06/2015	NARROGIN AUTO ELECTRICS	BATTERIES FOR CHERRY PICKER		\$823.15
EFT5506	08/06/2015	NARROGIN PACKAGING	DISHWASHER POWDER		\$46.65
EFT5507	08/06/2015	STAR TRACK EXPRESS	PARTS		\$45.75
EFT5508	08/06/2015	PARRYS	SAFETY CLOTHING		\$239.20
EFT5509	08/06/2015	WAGIN PLUMBING	REPLACE FAULTY WATER COOLER		\$3,234.00
EFT5510	08/06/2015	ROCLA	HEADWALLS		\$4,680.42
EFT5511	08/06/2015	ANTONY SMITH	WORK AT COMMUNITY CENTRE		\$1,030.00
EFT5512	08/06/2015	SMART SUPPLIES (AUST) PTY LTD	BINDING MACHINE		\$1,480.00
EFT5513	08/06/2015	TRACKSPARES	CUTTING EDGE		\$638.00

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EFT5514	08/06/2015	WESTRAC EQUIPMENT	INVOICE P19681397		\$39.82
EFT5515	08/06/2015	WESTERN AUSTRALIAN TREASURY CORP	Loan No. 98 Interest payment - SUB-DIVISION		\$16,724.10
EFT5516	08/06/2015	WAGIN TRUCK CENTRE	MAINTENANCE ON WK248		\$3,950.34
EFT5519	15/06/2015	AUSTRALIAN TAXATION OFFICE	GST CLEARING ACCOUNT		\$979.00
EFT5520	15/06/2015	KELLY COCHRANE	CLEANING		\$450.00
EFT5521	15/06/2015	LANDGATE	RURAL INTERIM VALUATION SHARED		\$154.00
EFT5522	15/06/2015	EWEN RURAL SUPPLIES	MAY ACCOUNT		\$3,149.91
EFT5523	15/06/2015	GRAB PHOTOGRAPHY & DESIGN	GOLDEN MEMORIAL PARK		\$1,155.00
EFT5524	15/06/2015	JASON SIGNMAKERS	VARIOUS SIGNS		\$1,584.00
EFT5525	15/06/2015	MORRISON LOW	MEMORANDUM OF FEES		\$2,200.00
EFT5526	15/06/2015	MAUREEN PREEDY	CLEANING		\$283.50
EFT5527	15/06/2015	PACIFIC BRANDS WORKWEAR	WORK CLOTHING		\$82.50
EFT5528	15/06/2015	WICKEPIN NEWSAGENCY	PAPERS AND CATERING		\$800.80
EFT5529	22/06/2015	AUSTRALIA POST	MAY ACCOUNT		\$248.55
EFT5530	22/06/2015	BURGESS RAWSON (WA) PTY LTD	WATER USAGE		\$235.43
EFT5531	22/06/2015	BELVEDERE NURSERY	PLANTS		\$176.80
EFT5532	22/06/2015	COURIER AUSTRALIA	LIBRARY		\$28.60
EFT5533	22/06/2015	COVS PARTS PTY LTD	ROTATING BEACON		\$240.55
EFT5534	22/06/2015	DEWS EXCAVATIONS	CULVERTS AND HEADWALLS		\$9,570.00
EFT5535	22/06/2015	DIAMOND LOCK & KEY	MKSP KEY		\$71.25
EFT5536	22/06/2015	DOWN TO EARTH TRAINING	TRAINING		\$3,296.70
EFT5537	22/06/2015	DENARO NOMINEES	LOCATE CABLE AND POWER AT COMMUNITY CENTRE		\$1,336.50
EFT5538	22/06/2015	EASIFLEET	FACEY GROUP LEASE		\$626.80
EFT5539	22/06/2015	ECONOMIC REGULATION AUTHORITY	QUATUM MANAGEMENT CONSULTING AUDIT		\$2,117.40
EFT5540	22/06/2015	HARRIS ZUGLIAN ELECTRICS	COMMUNITY CENTRE WORKS		\$4,456.44
EFT5541	22/06/2015	JASON SIGNMAKERS	T JUNCTION SIGNS		\$85.80
EFT5542	22/06/2015	NORTHSTAR ASSET PTY LTD / ARTISTRALIA	MOVIE COPYRIGHT FEES		\$264.00
EFT5543	22/06/2015	KEL'S TYRES	TYRES		\$1,111.00
EFT5544	22/06/2015	LOCAL GOVERNMENT ASSOCIATION OF WA	WATKINS DEATH NOTICE		\$49.46
EFT5545	22/06/2015	MAJOR MOTORS PTY LTD	HOLDER DOOR		\$29.63
EFT5546	22/06/2015	MORRISON LOW	MEMORANDUM FEES		\$7,293.00
EFT5547	22/06/2015	NARROGIN BEARING SERVICE	RATCHET		\$139.95
EFT5548	22/06/2015	NARROGIN PUMPS, SOLAR AND SPRAYING	VACUUM HEAD		\$35.00
EFT5549	22/06/2015	NARROGIN CARPET CLEANERS	CLEAN CARPETS		\$1,500.00
EFT5550	22/06/2015	PCS	FINANCE SYNERGY PAYROLL FILES		\$255.00

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EFT5551	22/06/2015	PRO TECH LOCKSMITHS	NEW MASTER KEY SYSTEM	\$5,250.00
EFT5552	22/06/2015	SHENTON ENTERPRISES PTY LTD	PUMP SWIMMING POOL	\$10,640.30
EFT5553	22/06/2015	SHIRE OF NARROGIN	1000L EMULSION IN POD	\$1,650.00
EFT5554	22/06/2015	WESTRAC EQUIPMENT	FILTERS	\$162.76
EFT5555	29/06/2015	CR F ALLAN	COUNCILLOR ALLOWANCE FEB TO JUNE 2015	\$2,236.08
EFT5556	29/06/2015	WES ASTBURY	MEMBERS ALLOWANCE FEB TO JUNE 2015	\$1,355.00
EFT5557	29/06/2015	BEST OFFICE SYSTEMS	COPIER CHARGES	\$1,229.87
EFT5558	29/06/2015	COURIER AUSTRALIA	FREIGHT	\$99.02
EFT5559	29/06/2015	COVS PARTS PTY LTD	FLEX HOSE	\$37.21
EFT5560	29/06/2015	LANDGATE	GRV VALUATION EXPENSES	\$13,500.00
EFT5561	29/06/2015	CR ROSS EASTON	MEMBERS ALLOWANCE FEB TO JUNE 2015	\$1,446.96
EFT5562	29/06/2015	EVERLON BRONZE	GRANITE NICHE WALL	\$20,547.90
EFT5563	29/06/2015	AC & EJ FULFORD & CO	EXCAVATE RUBBISH HOLE	\$5,082.00
EFT5564	29/06/2015	FRANK WESTON & CO	GALV PIPE FOR COMMUNITY CENTRE	\$194.48
EFT5565	29/06/2015	HARRIS ZUGLIAN ELECTRICS	INSPECT AND REPLACE SMOKE ALARMS	\$6,103.90
EFT5566	29/06/2015	CR GERRI HINKLEY	MEMBERS ALLOWANCE FEB TO JUNE 2015	\$1,886.10
EFT5567	29/06/2015	JASON SIGNMAKERS	FENCING FOR WAR MEMORIAL	\$10,879.28
EFT5568	29/06/2015	CR MURRAY GRAYDEN LANG	MEMBERS MEETING ALLOWANCE	\$856.00
EFT5569	29/06/2015	CR ALLAN LANSDELL	MEMBER MEETING ALLOWANCE FEB TO JUNE 2015	\$1,274.80
EFT5570	29/06/2015	CR STEVEN JOHN MARTIN	MEMBERS ALLOWANCE FEB TO JUNE 2015	\$2,552.56
EFT5571	29/06/2015	RG & JE MILLER FAMILY TRUST	PAYROLL SERVICE APRIL TO JUNE 2015	\$3,157.00
EFT5572	29/06/2015	NARROGIN GLASS	GLASS REPAIRS AT SPORTS CLUB	\$2,345.08
EFT5573	29/06/2015	NARROGIN RETRAVISION	TV ANTENNA AND CONNECTIONS	\$450.50
EFT5574	29/06/2015	NARROGIN TOYOTA	CLUTCH MASTER CYLINDER	\$477.49
EFT5575	29/06/2015	NYALIC	NYALIC TUFF PREP	\$294.80
EFT5576	29/06/2015	PCS	UPDATE PLAY ACCOUNT	\$85.00
EFT5577	29/06/2015	WAGIN PLUMBING	CLEAR BLOCKED SEWER LINE	\$371.25
EFT5578	29/06/2015	RYLAN PTY LTD	KERBING COMMUNITY CENTRE AND WASTE TRANSFER STN	\$8,518.40
EFT5579	29/06/2015	ROCLA	HEADWALLS	\$1,628.00
EFT5580	29/06/2015	RSA WORKS	BLACK SPOT APPLICATIONS LINE ROAD AND MUTTON RD	\$880.00
EFT5581	29/06/2015	LIONEL ANTHONY RIGBY	WICKEPIN CARAVAN PARK COMMISSION MAY JUNE	\$286.96
EFT5582	29/06/2015	PETER STRIBLING	YEALERING CARAVAN PARK COMMISSION	\$226.18
EFT5583	29/06/2015	SIGMA CHEMICALS	CADDY FOR POOL	\$216.91
EFT5584	29/06/2015	ANTONY SMITH	REPLACE FLUE 7 SMITH ST	\$230.00
15171	08/06/2015	BEC DANILOVIC @ WICKEPIN GARDEN CENTRE	PLANTS VARIOUS AND COMPOST	\$750.00

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15172	08/06/2015	TELSTRA	GROUPED ACCOUNT	\$2,268.68
15173	08/06/2015	NARROGIN OUTDOOR SOLUTIONS	PAVERS	\$70.00
15174	08/06/2015	WATER CORPORATION	RABBIT PROOF FENCE STORAGE TANK	\$36.01
15176	15/06/2015	DESIGN CONCRETE WA PTY LTD	CREAM CONCRETE SEAT	\$825.00
15177	15/06/2015	SHIRE OF WICKEPIN	VEHICLE LICENCES	\$5,419.15
15178	22/06/2015	DAWN JONES	CLEANING	\$250.00
15180	22/06/2015	TELSTRA	DAMAGE TO 49 CAMPBELL STREET	\$515.63
15181	22/06/2015	SYNERGY	STREELIGHTS	\$2,360.05
15182	22/06/2015	WATER CORPORATION	WATER ACCOUNTS	\$4,415.92
15183	22/06/2015	SHIRE OF WICKEPIN	PETTY CASH	\$293.95
15184	29/06/2015	BLACKWOODS	RESPIRATORS	\$111.90
15185	29/06/2015	A & A CORASANITI	LIMESTONE BLOCKS AT COMMUNITY CENTRE	\$25,863.20
15186	29/06/2015	DAWN JONES	CLEANING HARRISMITH PUBLIC TOILETS	\$250.00
15187	29/06/2015	CR JULIE RUSSELL	MEETING ALLOWANCE FEB TO JUNE 2015	\$1,142.80
15188	29/06/2015	SHIRE OF WICKEPIN	LICENCE P3220	\$25.20
15189	29/06/2015	TELSTRA	TELEPHONE ACCOUNT JUNE 2015	\$1,484.36
15190	29/06/2015	SYNERGY	ELECTRICITY ACCOUNT PLAYGROUP	\$168.30
15191	29/06/2015	WATER CORPORATION	WATER CHARGES SPORTS GROUND	\$860.30
DD8777.1	10/06/2015	WA LOCAL GOVERNMENT SUPER PLAN	FORTNIGHTLY SUPERANNUATION CON	\$3,493.85
DD8777.2	10/06/2015	PRIME SUPER	Superannuation contributions	\$168.76
DD8777.3	10/06/2015	ING CUSTODIANS PTY LTD	Superannuation contributions	\$179.76
DD8777.4	10/06/2015	MTAA SUPER FUND	Superannuation contributions	\$340.57
DD8777.5	10/06/2015	TREMAINE SUPERANNUATION FUND	Superannuation contributions	\$53.52
DD8787.1	24/06/2015	WA LOCAL GOVERNMENT SUPER PLAN	FORTNIGHTLY SUPERANNUATION CON	\$3,408.86
DD8787.2	24/06/2015	RAMSAY SUPERANNUATION FUND	Superannuation contributions	\$146.20
DD8787.3	24/06/2015	PRIME SUPER	Superannuation contributions	\$151.47
DD8787.4	24/06/2015	ING CUSTODIANS PTY LTD	Superannuation contributions	\$179.24
DD8787.5	24/06/2015	MTAA SUPER FUND	Superannuation contributions	\$340.57
DD8787.6	24/06/2015	TREMAINE SUPERANNUATION FUND	Superannuation contributions	\$91.18
				<b>\$314,565.31</b>
				<b>\$1,890.00</b>

Attachment- Item 10.2.02



Governance, Audit and Community Service

**10.2.03 – Community Development Officer's Report**

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Lee Parker, Community Development Officer
<b>File Reference:</b>	206
<b>Author:</b>	Lee Parker, Community Development Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	8 July 2015

Enclosure / Attachment: Nil

<b>Arts and Cultural</b>	<p><b>Dryandra Country Art Food and Wine Event</b></p> <ul style="list-style-type: none"> <li>• Correspondence with committee and interested parties for 2016 event</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Maintenance of Facebook</li> <li>• Supported ARTS Narrogin with their projects</li> <li>• Correspondence with Western Power and Thiess with regards repurposing the power poles from Wickepin into an art installation</li> </ul>
<b>Community Development</b>	<p><b>Townscape</b></p> <ul style="list-style-type: none"> <li>• Budget adjustment</li> <li>• Liaison with builders re Railway fence</li> </ul> <p><b>War Memorial Upgrade</b></p> <ul style="list-style-type: none"> <li>• Liaison re seating at the memorial</li> <li>• Correspondence with Jason Signs re the 'fence' at the memorial</li> <li>• Research into images for visual wall at War Memorial</li> </ul> <p><b>Wickepin Cemetery</b></p> <ul style="list-style-type: none"> <li>• Correspondence with Everlon re cemetery</li> <li>• Maintained in-depth correspondence with the families</li> <li>• Notices in papers re the replacement of the niche wall</li> <li>• Finalised replacement plaque orders</li> <li>• Discussion with builders</li> <li>• Site meeting</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Provided notes for Facebook page and mail out</li> <li>• Follow up grant opportunities for Shire of Wickepin projects.</li> <li>• Assisted community members on grant opportunities and events.</li> <li>• Responded to queries from CDO Network</li> </ul>
<b>Community Safety and Crime</b>	
<b>Economic Development</b>	<p><b>Facey Carriage Drive</b></p> <ul style="list-style-type: none"> <li>• Meetings/conversations/correspondence to ensure project moves forward</li> </ul>
<b>Tourism, Marketing</b>	<ul style="list-style-type: none"> <li>• Organised recreational vehicle welcome signs from WALGA</li> </ul>

<b>and Promotion</b>	<ul style="list-style-type: none"> <li>• Liaison with Janet Vlahov re images for website and brochure</li> <li>• Discussions with tourism operators</li> <li>• Organised a series of promotional mini-videos for the Shire. To be used on social media.</li> </ul>
<b>Sport and Recreation</b>	<p><b>Walk Trails</b></p> <ul style="list-style-type: none"> <li>• Correspondence with tpg re walk trails</li> <li>• Final proof reading and art approval for signage</li> <li>• Discussion with Jason Signs re the manufacture of signs</li> </ul> <p><b>Kidsport</b></p> <ul style="list-style-type: none"> <li>• Maintained and updated file for Kidsport</li> <li>• Forwarded Kidsport information to sporting clubs</li> <li>• Correspondence with Department of Sport and Recreation</li> </ul>
<b>Special Needs Groups inc; Youth, Disabled and Older People.</b>	<ul style="list-style-type: none"> <li>• Provided information for groups to access grants.</li> <li>• Preparatory work on Johnston Park development</li> <li>• Advised HACC of upcoming senior event</li> </ul>
<b>Heritage</b>	<ul style="list-style-type: none"> <li>• Requested quotes for the brickwork to be undertaken on the old Railway Station Building</li> <li>• Correspondence with builders</li> <li>• Discussions and correspondence with Lotterywest</li> </ul>
<b>Governance Other</b>	<ul style="list-style-type: none"> <li>• Staff support as needed</li> <li>• Budget discussions and meetings</li> </ul>

### Projects Currently On CDO Desk for 2015

<b>War Memorial</b>	<ul style="list-style-type: none"> <li>✓ Due for completion Mid-April</li> <li>• ANZAC grant and Shire funded</li> <li>• <i>Seating to be finalised</i></li> </ul>
<b>Railway Building Restoration</b>	<ul style="list-style-type: none"> <li>• Due for completion end of July. <i>Running late for acquittal.</i></li> <li>• Lotterywest and Shire funded</li> </ul>
<b>Facey Carriage Drive</b>	<ul style="list-style-type: none"> <li>• Annual event to occur last weekend in August</li> <li>• Shire support in-kind</li> </ul>
<b>Wickepin Cemetery</b>	<ul style="list-style-type: none"> <li>• To be completed by October/November</li> <li>• Royalties for Regions, Country Local Governments Fund</li> </ul>
<b>Walk Trails Signage</b>	<ul style="list-style-type: none"> <li>• To be completed by early November (hopefully earlier)</li> <li>• Funded by Lotterywest and Shire</li> </ul>
<b>Campfire Country Hall Crawl</b>	<ul style="list-style-type: none"> <li>• Possible annual event to be held over last weekend in October</li> <li>• Shire support in-kind</li> </ul>
<b>Lotterywest grants</b>	<ul style="list-style-type: none"> <li>• Grants to be submitted signage for Yealering and Harrismith</li> <li>• Due October</li> </ul>

## Funding Applications Status Report

Project Name	Funding Organisation	Amount Requested exc Gst	Status
Heritage Walk Trail Signage	Lotterywest	\$19,071	Approved. \$19,071 Council contribution cash \$7000
Restoration of Old Railway Station building	Lotterywest	\$56,350	Approved. \$30,000 from Lotterywest Council contribution \$20,000
Johnston Park Development	Wheatbelt Regional Grants SVG	\$51,260	Approved. \$51,260 Council contribution (Labour and Materials) \$7,458

## CDO Budget

Money placed in the CDO budget that is not allocated to a specific project is used in a number of ways:

- CDO is currently in negotiations with Western Power and Thiess for repurposing the telephone poles removed from the town. Money will be allocated to this project. As it is a fledgling project there are currently no costings available for the 2016 budget.
- Currently Shire provides no direct financing to the Dryandra Art Food and Wine Trail. Extensive promotion is carried out during this period. Help is given through in-kind services. Surrounding Shires provide extra support through cash and in-kind support, too. Having a working budget will allow CDO to help more directly with this initiative. 550 people were part of the 2015 Trail in Wickepin.
- CDO supports many initiatives of the CRC. Being able to support with a minor cash injection is helpful for community events throughout the shire.
- Community groups/primary schools need support, on occasion, with projects.

## **Railway Traffic Office Restoration**

Lotterywest has funded \$30,000 with, as part of the grant, Shires contribution of \$20,000.

Laura Gray, Heritage Consultant, has given the Shire a scope of works for the restoration works. This will be partly covered by the \$50,000. The brick walls need urgent works, which do not fall into the grant.

The electricity is connected to the building but is currently a health and safety hazard. The building is currently not being used as the condition internally is non-viable.

The Railway Office is one of the 4 historical focal points for the Heritage Walk Trail. This trail has new signage being installed, funded by Lotterywest. The Railway Office is the first building as you start the trail. The railway yard behind the building will be used to house a machinery display. The trail leads to and around the Railway Office. The restoration of the four buildings and interpretation of the precinct will provide opportunities for future uses and events to celebrate the history of the Wickepin. The heritage precinct within walking distance of the main street makes it ideally located as a venue for visiting groups, concerts, festivals and community events as it has few streets and vehicle traffic is limited. The entire Heritage Trail (Yarling Walk) is where the Shires focus needs to be to connect the town's heritage with its current & future residents and potential tourists. The trail is already an important part of the community infrastructure; however the appeal to tourists needs to be encouraged. This includes making the old railway building a viable building.

A number of community groups and individuals have expressed the desire to use the building as a pop-up photographic display. The Dryandra Food Art and Wine Festival is growing and for Wickepin to continue to belong

to the festival, we need to have a space for local artists to display work. The town hall is one of the options, but Wickepin also needs a space on the main road – where the actual ‘people’ traffic is. Shire will need to do internal works (woodwork, painting, electrical) for this to be an option.

Wickepin is beginning to get substantial positive feedback about the town and its appearance. The profile of the Shire is rising, too. Restoring the old Railway Office into a usable building is yet another selling point for the town.



Wickepin Railway Station Office currently



And Potentially (Brickwork in Wickepin will not be painted.)

**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 8 July 2015

**Voting Requirements:** Simple majority.

**Resolution No 220715-10****Moved Cr Lansdell / Seconded Cr Allan**

That council notes the report from the Community Development Officer dated 8 July 2015.

**Carried 8/0**

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Governance, Audit and Community Services

## 10.2.04 - Disability Access and Inclusion Plan 2015 - 2020

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Allan Ramsay, EHO/Building Surveyor
<b>File Reference:</b>	1431
<b>Author:</b>	Allan Ramsay, EHO/Building Surveyor
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	17 June 2015

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### Enclosure / Attachment:

Disability Access and Inclusion Plan 2015 -2020

### Background:

The current Disability and Inclusion Plan 2008 (DAIP) is outdated and was required to be updated in 2013. As a consequence an updated DAIP has been drafted sent to the Disability Services Commission for comment and advertised locally for comment. One comment was received regarding disability access to the Wickepin Town Hall which was noted for investigation.

It's a legal requirement to have a current DAIP and to report every financial year to the Disability Commission on the progress that is being made in providing Disability Access to the Shire's infrastructure as well as assisting people with a disability in information of services provided by the Shire and employment opportunities.

### Officers Comments

The outcomes in the amended DAIP include a copy available on the Shire WEB, the DAIP being available at committee meetings such as the Landscape meetings and any planned new building projects so that all parties are aware of the need for disability access. This will assist in proper planning to ensure that the outcomes are achieved for disability access.

**Strategic Implications:** Not applicable

**Enabling Legislation:** *Disability Service Act*

**Council Policy:** Nil

### Recommendation:

That Council adopts the Shire of Wickepin Disability Access and Inclusion Plan 2015 - 2020.

## Resolution No 220715-11

### Moved Cr Russell / Seconded Cr Allan

That Council adopts the Shire of Wickepin Disability Access and Inclusion Plan 2015 - 2020.

**Carried 8/0**

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Governance, Audit and Community Services

## 10.2.05 – Bush Fire Control 2015/2016

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark Hook, Chief Executive Officer
<b>File Reference:</b>	901 / 1816
<b>Author:</b>	Mark Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	8 July 2015

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**Enclosure / Attachment:** Nil

### Background:

The Bush Fire Control Officers AGM took place on Tuesday 7 July 2015.

### Officers Comments:

Under the Bush Fires Act 1954, it is required by Council to adopt the appointment of Bush Fire Control Officers for the 2015/2016 Bush Fire season.

### Chief Bush Fire Control Officer

#### **Moved Steve Rose / Seconded Colin Coxon**

##### **Recommendation:**

Steve Rose nominated David Stacey as the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2015/2016 bush fire season;

David Stacey accepted the nomination.

There being no further nominations Chief Executive Officer Mark J Hook declared David Stacey elected to the position of the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2015/2016 fire season.

**Carried**

### Deputy Chief Bush Fire Control Officer

#### **Moved Phillip Russell / Seconded Colin Coxon**

##### **Recommendation:**

Colin Coxon nominated Roger Butler as the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2015/2016 bush fire season;

There being no further nominations Chairman declared Roger Butler elected to the position of the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2015/2016 fire season.

**Carried**

**Fire Control Officers/Bush Fire Radio Operators/Fire Weather Officers****Moved David Stacey /Seconded Steve Rose****Recommendation:**

That the following persons are appointed as Fire Control Officers/Bush Fire Radio Operators and Fire Weather Instrument Officers of the Shire of Wickepin for the 2015/2016 bush fire season:

Wes Astbury  
 Tim Heffernan  
 Lachlan White  
 Daniel White  
 Steve Rose  
 Keith Parnell  
 Rex Bergin  
 Philip Russell  
 Roger Butler  
 Peter Stacey  
 Colin Coxon  
 David Stacey  
 Gordon McDougall  
 Jimmy Hamilton  
 Trevor Leeson  
 Mark Hook

**Carried**

Clover Burning Permits**Moved Phillip Russell /Seconded Colin Coxon****Recommendation:**

That the following persons be appointed as Clover Permit Issuing Officers for the 2015/2016 fire season:

Steve Rose  
 Wes Astbury

**Carried**

**Moved David Stacey / Seconded Phillip Russell****Recommendation:**

That the following persons be appointed as Dual Fire Control Officers for the 2015/2016 fire season:

David Stacey, Peter Stacey & Colin Coxon	Shire of Corrigin
Rex Bergin, Lachlan White & Phillip Russell	Shire of Narrogin
Steve Rose, Rex Bergin & Roger Butler	Shire of Cuballing
Gordon McDougall & Wes Astbury	Shire of Dumbleyung
Lachlan White & Daniel White	Shire of Wagin
Roger Butler, Colin Coxon, & Steve Rose	Shire of Pingelly
Wes Astbury, Colin Coxon & David Stacey	Shire of Kulin

**Carried**



Fire Break Notice 2015/2016**Moved Steve Rose / seconded Colin Coxon****Recommendation:**

That the following fire break order and burning periods be endorsed for the 2015/2016 season:

**Bush Fires Act 1954  
Shire of Wickepin  
Annual Firebreak Notice 2015/2016**

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre of Local Shire Bush Fire Control Officer.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2015 and thereafter to 28 April 2016 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

**Rural Land**

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;

To subdivide each holding into lots of no greater than 200 hectares; and

To surround the homestead, out buildings and fuel storages on any such land.

**Townsite Land**

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.

**Clearing of Fence Lines**

When clearing for new fence lines, landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

**Fencing of Road Reserves**

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

**Burning on Roadsides**

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

**Burning Periods**

Restricted Burning – 1 October 2015 to 13 November 2015;

Prohibited Burning – 14 November 2015 to 7 February 2016;

Restricted Burning – 8 February 2016 to **28 April 2016**

**Harvest and Fire Ban 2014/2015 Season**

Harvesting is banned on Christmas Day and New Years Day

Lighting of fires are banned on Good Friday and Easter Sunday

**Carried**

**Strategic Implications:** Not applicable

**Enabling Legislation:** *Bush Fires Act 1954*

**Council Policy:** Nil

**Officers Recommendation:**

1. That Dave Stacey be appointed as the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2015/2016 bush fire season;
2. That Roger Butler be appointed as the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2015/2016 bush fire season;
3. That the following persons are appointed as Fire Control Officers/Bush Fire Radio Operators and Fire Weather Instrument Officers of the Shire of Wickepin for the 2015/2016 bush fire season:
  - Wes Astbury
  - Tim Heffernan
  - Lachlan White
  - Daniel White
  - Steve Rose
  - Keith Parnell
  - Rex Bergin
  - Philip Russell
  - Roger Butler
  - Peter Stacey
  - Colin Coxon
  - David Stacey
  - Gordon McDougall
  - Jimmy Hamilton
  - Trevor Leeson
  - Mark Hook
4. That the following persons be appointed as Clover Permit Issuing Officers for the 2015/2016 fire season:
  - Steve Rose
  - Wes Astbury
5. That the following persons be appointed as Dual Fire Control Officers for the 2015/2016 fire season:

- David Stacey, Peter Stacey & Colin Coxon	Shire of Corrigin
- Rex Bergin, Lachlan White & Phillip Russell	Shire of Narrogin
- Steve Rose, Rex Bergin & Roger Butler	Shire of Cuballing
- Gordon McDougal & Wes Astbury	Shire of Dumbleyung
- Lachlan White & Daniel White	Shire of Wagin
- Roger Butler, Colin Coxon, & Steve Rose	Shire of Pingelly
- Wes Astbury, Colin Coxon & David Stacey	Shire of Kulin

6. That the following fire break order and burning periods be endorsed for the 2015/2016 season:

**Bush Fires Act 1954**  
**Shire of Wickepin**  
**Annual Firebreak Notice 2015/2016**

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre of Local Shire Bush Fire Control Officer.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2015 and thereafter to 28 April 2016 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

**Rural Land**

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;

To subdivide each holding into lots of no greater than 200 hectares; and

To surround the homestead, out buildings and fuel storages on any such land.

**Townsite Land**

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.

**Clearing of Fence Lines**

When clearing for new fence lines, landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

**Fencing of Road Reserves**

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

**Burning on Roadsides**

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

**Burning Periods**

Restricted Burning – 1 October 2015 to 13 November 2015;

Prohibited Burning – 14 November 2015 to 7 February 2016;

Restricted Burning – 8 February 2016 to **28 April 2016**

**Harvest and Fire Ban 2014/2015 Season**

Harvesting is banned on Christmas Day and New Years Day

Lighting of fires are banned on Good Friday and Easter Sunday

## Resolution No 220715-12

### Moved Cr Lang / Seconded Cr Russell

1. That Dave Stacey be appointed as the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2015/2016 bush fire season;
2. That Roger Butler be appointed as the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2015/2016 bush fire season;
3. That the following persons are appointed as Fire Control Officers/Bush Fire Radio Operators and Fire Weather Instrument Officers of the Shire of Wickepin for the 2015/2016 bush fire season:
  - Wes Astbury
  - Tim Heffernan
  - Lachlan White
  - Daniel White
  - Steve Rose
  - Keith Parnell
  - Rex Bergin
  - Philip Russell
  - Roger Butler
  - Peter Stacey
  - Colin Coxon
  - David Stacey
  - Gordon McDougall
  - Jimmy Hamilton
  - Trevor Leeson
  - Mark Hook
4. That the following persons be appointed as Clover Permit Issuing Officers for the 2015/2016 fire season:
  - Steve Rose
  - Wes Astbury
5. That the following persons be appointed as Dual Fire Control Officers for the 2015/2016 fire season:
 

- David Stacey, Peter Stacey & Colin Coxon	Shire of Corrigin
- Rex Bergin, Lachlan White & Phillip Russell	Shire of Narrogin
- Steve Rose, Rex Bergin & Roger Butler	Shire of Cuballing
- Gordon McDougal & Wes Astbury	Shire of Dumbleyung
- Lachlan White & Daniel White	Shire of Wagin
- Roger Butler, Colin Coxon, & Steve Rose	Shire of Pingelly
- Wes Astbury, Colin Coxon & David Stacey	Shire of Kulin
6. That the following fire break order and burning periods be endorsed for the 2015/2016 season:

**Bush Fires Act 1954**  
**Shire of Wickepin**  
**Annual Firebreak Notice 2015/2016**

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre of Local Shire Bush Fire Control Officer.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2015 and thereafter to 28 April 2016 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

### **Rural Land**

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;  
To subdivide each holding into lots of no greater than 200 hectares; and  
To surround the homestead, out buildings and fuel storages on any such land.

### **Townsite Land**

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.

### **Clearing of Fence Lines**

When clearing for new fence lines, landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

### **Fencing of Road Reserves**

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

### **Burning on Roadsides**

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

### **Burning Periods**

Restricted Burning – 1 October 2015 to 13 November 2015;

Prohibited Burning – 14 November 2015 to 7 February 2016;

Restricted Burning – 8 February 2016 to **28 April 2016**

### **Harvest and Fire Ban 2014/2015 Season**

Harvesting is banned on Christmas Day and New Years Day

Lighting of fires are banned on Good Friday and Easter Sunday

**Carried /**

*Cr Julie Russell congratulated all the Bush Fire Control Officers for their continued great work over the fire seasons.*

Governance, Audit & Community Services

## 10.2.06 – Blackwood Basin Group Elections

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark Hook, Chief Executive Officer
<b>File Reference:</b>	1102
<b>Author:</b>	Mark Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	7 July 2015

**Enclosure / Attachment:** Nil

### Background:

The BBG is calling for nominations from Councillors or interested community persons for two positions representing the Upper Catchment Shires of the Blackwood for the upcoming two year period.

**Nominations close Friday 31 July 2015.**

### Comment:

The call for nominations is in line with previous year's correspondence. Council in the past has forwarded the nomination details to Facey Group for consideration as part of their Natural Resource Management role.

Council passed the following resolution at its 16 May 2012 Ordinary Meeting:

### Resolution No 160512-21

#### Moved Cr Allan / Seconded Cr Hinkley

That Council forwards the correspondence onto the Facey Group for the nomination of a person to the Blackwood Basin Group Committee.

**Carried 7/0**

The current representatives are Janette Liddelow and the other position is vacant.

The Shires of Broomehill Tambellup, Dumbleyung, Gnowangerup, Katanning, Kent, Kojonup, Kulin, Narrogin, Wagin, West Arthur, Wickepin, Williams and Woodanilling, are each invited to nominate a person or persons to represent the upper Catchment Shires on the BBG. The nomination does not need to be a Councillor it can be any person in the shire area.

**Statutory Environment:** Local Government Act 1995

**Policy Implications:** Not applicable

**Financial Implications:** Not applicable

### Strategic Implications:

This matter fits within Objective Two of the Shire of Wickepin Community Strategic Plan to ensure the protection and improvement of the environment.

<b>Theme 2 – To ensure the Protection and Improvement of the Environment</b>		
A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come		
<b>Goal</b>	<b>Action</b>	<b>Measure</b>
<b>2.1 Continue to support and encourage actions taken in relation to environmental problems.</b>	<ul style="list-style-type: none"> <li>• Support to the Facey Group relevant to retention of remnant vegetation, salinity control, etc. sustainability, downstream processing, revegetation other functions</li> <li>• Continue support for the control of pest plants and vermin.</li> <li>• Monitor, review and adhere to the principals of the Roadside Vegetation Conservation Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure protection of vegetation on the reserves vested in Council in accordance with Council policy.</li> </ul>
<b>2.2 Investigate and foster actions to deal with waste disposal and recycling issues.</b>	<ul style="list-style-type: none"> <li>• Take action to ensure the successful implementation of waste disposal.</li> <li>• Investigate the options for Waste Rubbish Disposal and establish and support recycling and implement proposals.</li> <li>• Maintain and improve the Wickepin Effluent Disposal system.</li> <li>• Recycle wastewater for use on recreational areas.</li> </ul>	<ul style="list-style-type: none"> <li>• We have a clear, published waste disposal plan monitored annually to ensure compliance.</li> </ul>

**Summary:**

Council is being requested to nominate two persons to the BBG representing the Upper Catchment Shires of the Blackwood for the upcoming two year period.

**Recommendation:**

That Council forwards the correspondence onto the Facey Group for the nomination of a person to the Blackwood Basin Group Committee for a two year period.

**Voting Requirements:** Simple majority

**Resolution No 220715-13**

**Moved Cr Lang / Seconded Cr Hinkley**

That Council forwards the correspondence onto the Facey Group for the nomination of a person to the Blackwood Basin Group Committee for a two year period.

**Carried 8/0**

*Agenda Item 10.2.08 CSRFF Small Grant Application 15/16 – Lake Yealering Bowling Club was moved forward.*

*2.40pm – Cr Fran Allan departed the Chambers due to declaring a Financial Interest; Secretary and Treasurer of the Lake Yealering Bowling Club.*

Governance, Audit & Community Services

## **10.2.08 - CSRFF Small Grant Application 15/16 – Lake Yealering Bowling Club**

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Lake Yealering Bowling Club
<b>File Reference:</b>	1502
<b>Author:</b>	Mark Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	14 July 2015

**Enclosure / Attachment:** Nil

### **Background:**

The Chief Executive Officer has been advised by Jenifer Collins Manager of the Wheatbelt Department of Sport and Recreation that the resubmitted CSRFF small grant application for the conversion of the grass green to Synthetic Greens at the Lake Yealering Bowling Club was unsuccessful.

### **Comment:**

The Shire of Wickepin and the Lake Yealering Bowling Club in 2014, with Royalties for Regions Funding, renewed the Banks & Surrounds at the Lake Yealering Bowling Club and replaced the bench seats which have enhanced the appearance of the green and club house.



**2011/2012 Royalties for Regions funding used was \$40,672.73**

Part two of the Lake Yealering Bowling Club upgrade is the replacement of the grass green to a Synthetic Surface. With the CSRFF small grant being unsuccessful council has to look at other options on how to fund the replacement of the grass greens to Synthetic surfaces for the Lake Yealering Bowling Club.



Members of the Lake Yealering Bowling Club have met with the Chief Executive Officer to discuss options for the replacement of the grass greens to synthetic if the resubmitted CSRFF small grant was unsuccessful.

The Lake Yealering Bowling Club has advised the Chief Executive Officer that the Lake Yealering Bowling Club is now able to fund one third of the total project cost off \$52,313 and would be able to fund the repayment of a self-supporting Loan through Councils borrowings powers with the Treasury Department for \$28,000 as a further contribution towards the total project cost.

If Council was to agree to the above proposal this would leave the funding for the replacement of the grass green to synthetic as follows:

Lake Yealering Bowling Club	<b>LYBC</b>		\$52,313
Self-Supporting Loan LYBC	<b>LYBC</b>		\$28,149
Shire of Wickepin	<b>MUNI</b>		\$88,434
<b>TOTAL</b>			<b>\$168,896</b>

Council has three options to fund the replacement of the Lake Yealering Bowling Green to a synthetic surface and they are as follows:

**OPTION ONE** - Re apply to Department of Sport and Recreation for the CSRFF July 2015 Small Grants Round:

CSRFF July Small Grants Round Deadlines  
2015/2016 funding round - \$750,000 available

1st July 2015                      Round Opens  
31st July 2015                    Club Community Group applications must be submitted to LGA by end of July 2015 to ensure Council endorsement.  
31st August 2015                Applications to be lodged at your Regional DSR office

Lake Yealering Bowling Club	<b>LYBC</b>		\$52,313
CSRFF Small Grant	<b>DSR</b>		\$56,298
Shire of Wickepin	<b>MUNI</b>		\$60,285
<b>TOTAL</b>			<b>\$168,896</b>

**OPTION TWO** Fund the project in 2015/2016 Budget:

Funding would be as follows:

Lake Yealering Bowling Club	<b>LYBC</b>		\$52,313
Self-Supporting Loan LYBC	<b>LYBC</b>		\$28,149
Shire of Wickepin	<b>MUNI</b>		\$88,434
<b>TOTAL</b>			<b>\$168,896</b>

**OPTION THREE – Fund the project in the 2016/2017 financial year:**

Transfer the amount allocated in the 2015/2016 Budget of \$60,285 to a Reserve Account for the Replacement of the Lake Yealering Grass Bowling Greens.

Budget a further \$56,298 in the 2016/2017 Budget and transfer the \$60,285 from the Reserve Account for the Replacement of the Lake Yealering Grass Bowling Greens into the 2016/2017 Budget.

Lake Yealering Bowling Club to contribute \$52,313 cash toward the project in the 2016/2017 Budget.

This would make the contribution to the project in 2016/2017 as:

Lake Yealering Bowling Club	<b>LYBC</b>	\$52,313
Reserve Account for the Replacement of the Lake Yealering Grass Bowling Greens	<b>RESERVE</b>	\$60,285
Shire of Wickepin	<b>MUNI</b>	\$56,298
<b>TOTAL</b>		<b>\$168,896</b>

**Statutory Environment:** Local Government Act 1995, CSRFF July Small Grants Round Guidelines.

**Policy Implications:**

Under Council policy 3.1.6 Financial Assistance to Sporting and Community Groups, Council will generally commit only to 1/3<sup>rd</sup> of the total project cost.

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### 3.1.6 FINANCIAL ASSISTANCE TO SPORTING AND COMMUNITY GROUPS

**OBJECTIVE: Provide guidelines for the provision of financial assistance to community and sporting clubs within the Shire of Wickepin.**

A maximum of 2.5% of the previous year's levied rates may be provided for in Council's budget each year to distribute to community and sporting organisations upon application to the Council.

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#### 3.1.6.1 FUND OBJECTIVE

Funds from Council may be made available for the following:

- establishment or improvement of playing areas or buildings necessary for the conduct of sport or for community use; and
- to assist community groups in establishing a service or activity seen as a need for the betterment of and improvement to the enjoyment of life within the community.

Council anticipates funding up to 1/3<sup>rd</sup> of the total project cost, with the applicant group to contribute 1/3<sup>rd</sup> and obtain grant funding or other funding for the remaining 1/3<sup>rd</sup>. Voluntary labour and equipment may be included in the applicant's contribution.

Council employees or equipment may be used in lieu of a cash contribution from Council.

Council will favour applications that would not otherwise be funded through other government grants e.g. CSRFF.

### 3.1.6.2 APPLICATION PROCEDURE

Applications for funding must be received at the Shire of Wickepin Office by 30 April each year to be considered in the Council budget. Applications are to be made in writing on the Shire of Wickepin Community Grants form (attached).

Applications should only be made when an applicant group is confident that all cash the applicant proposes to contribute will be readily available if a grant is approved.

The value of work undertaken by volunteers can be included in the local contribution but this value may not exceed one third of the completed value of the project. The voluntary work should be described and valued at the rate of \$20.00 per hour.

Funds are not to be used for trophies, prizes or expenses (including loan repayments) incurred in the conduct of the sport or community activities.

Council reserves the right for the CEO or his/her delegate to carry out an inspection of the project at any time prior to and at completion of the project.

#### **Financial Implications:**

Overall the project is budgeted to cost \$168,896 for one green. The current green has 7 rinks. Department of Sport and Recreation normally cap their funding at a contribution of 1/3<sup>rd</sup> of the cost of a maximum of one 8 rinks green.

Council had allowed for the raising of a self-supporting Loan of \$25,000 to the Lake Yealering Bowling Club in the 2014/2015 budget but this was removed from the 2015/2016 Budget Estimates as the Lake Yealering Bowling Club was able to fund their portion through Community donations.

If Council went with Option Two, the repayments for the Self-Supporting Loan of \$28,000 would be in the vicinity of \$3,500 per year.

**Strategic Implications:**

<b>Theme 4 – To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities</b>		
<b>A healthy, strong and connected community that is actively engaged and involved</b>		
<b>Goal</b>	<b>Action</b>	<b>Measure</b>
<b>4.1 Support the development and maintenance of recreational facilities and organisations in the district.</b>	<ul style="list-style-type: none"> <li>• Provide regular maintenance and development of recreation facilities.</li> <li>• Provide and maintain walk trails for recreation and tourism purposes.</li> </ul>	<ul style="list-style-type: none"> <li>• We have adopted a recreation maintenance and development plan to be published to the community to address this need.</li> </ul>
<b>4.2 Give support to the retention and expansion of educational facilities in the community.</b>	<ul style="list-style-type: none"> <li>• We progressively upgrade and provide community amenities and facilities that cater to the needs of all age groups. This includes recognising particular community group needs that may include adequate medical facilities for local health issues.</li> </ul>	<ul style="list-style-type: none"> <li>• We have a clear, published community educational and facilities plan that addresses the community's needs.</li> </ul>
<b>4.3 Community engagement</b>	<ul style="list-style-type: none"> <li>• Council proactively engages with all elements of its community in order to make decisions that reflect positively on the future of the Shire.</li> </ul>	<ul style="list-style-type: none"> <li>• A clear, documented engagement process with set activities that are tracked and reported against on a quarterly basis.</li> </ul>
<b>4.4 Give support to Arts, Crafts and Cultural activities and Special Events</b>	<ul style="list-style-type: none"> <li>• Maintain the present level of support to Arts &amp; Crafts and Cultural Groups.</li> <li>• Encourage the conduct of "Special Events" by community and other groups</li> </ul>	<ul style="list-style-type: none"> <li>• We publish a monthly calendar of events and actively invest in the promotion of community activities.</li> <li>• The Shire will actively facilitate access to suitable tertiary education services to help meet our community's needs.</li> </ul>

**Summary:**

Council is being requested to consider three options for funding to construct one new synthetic bowling green at the lake Yealering Bowling Club.

**Recommendation:**

1. That the Shire of Wickepin Fund the replacement of the grass green at the Lake Yealering Bowling Club with a suitable synthetic surface in the 2015/2016 budget under OPTION ONE - Re apply to the Department of Sport and Recreation for the CSRFF July 2015 Small Grants Round:

Lake Yealering Bowling Club	LYBC		\$52,313
CSRFF Small Grant	DSR		\$56,298
Shire of Wickepin	MUNI		\$60,285
<b>TOTAL</b>			<b>\$168,896</b>

2. That the Shire of Wickepin Fund the replacement of the grass green at the Lake Yealering Bowling Club with a suitable synthetic surface in the 2015/2016 budget under OPTION TWO Fund the project in 2015/2016 Budget with the following contributions:

Lake Yealering Bowling Club	LYBC		\$52,313
Self-Supporting Loan LYBC	LYBC		\$28,149
Shire of Wickepin	MUNI		\$88,434
<b>TOTAL</b>			<b>\$168,896</b>

3. That the Shire of Wickepin Fund the replacement of the grass green at the Lake Yealering Bowling Club with a suitable synthetic surface in the 2015/2016 budget under OPTION THREE – Fund the project in the 2016/2017 financial year.

Transfer the amount allocated in the 2015/2016 of \$60,285 to a Reserve Account for the Replacement of the Lake Yealering Grass Bowling Greens. Budget a further \$56,298 in the 2016/2017 Budget and transfer the \$60,285 from the Reserve Account for the Replacement of the Lake Yealering Grass Bowling Greens into the 2016/2017 Budget. Lake Yealering Bowling Club to contribute \$52,313 cash toward the project in the 2016/2017 Budget.

**Voting Requirements:** Simple majority

## Resolution No 220715-14

### Moved Cr Lang / Seconded Cr Easton

That the Shire of Wickepin Fund the replacement of the grass green at the Lake Yealering Bowling Club with a suitable synthetic surface in the 2015/2016 budget under OPTION ONE - Re apply to the Department of Sport and Recreation for the CSRFF July 2015 Small Grants Round:

Lake Yealering Bowling Club	LYBC		\$52,313
CSRFF Small Grant	DSR		\$56,298
Shire of Wickepin	MUNI		\$60,285
<b>TOTAL</b>			<b>\$168,896</b>

**Carried 4/3**

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Governance, Audit and Community Services

## 10.2.07 – CSRFF 2016/2017 Funding Round

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	1502
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	2 July 2015

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**Enclosure / Attachment:** Wickepin Cricket Club CSRFF small grants application 2015/2016

### **Background:**

The Department of Sport and Recreation is seeking applications from incorporated not for profit community groups and Local Government Authorities for financial support through the Community Sport and Recreation Fund (CSRFF).

The purpose of the CSRFF program is to provide financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation.

The CSRFF program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

Through CSRFF, the State Government invests annually in the development of high-quality physical environments in which people can enjoy sport and recreation.

There is \$7 million available for allocation in the 2016/17 funding round.

There are three types of CSRFF grants – small grants, annual grants and forward planning grants.

### Maximum amount

The maximum standard CSRFF grant approved will be no greater than one-third of the total estimated cost (excluding GST) of the applicant's project.

If the applicant is registered for GST, the grant is grossed up with the GST amount.

Applicants must be a local government authority, not-for-profit sport, recreation or community organisation and incorporated under the WA Associations Incorporation Act 1987. Clubs must demonstrate equitable access to the public on a short-term and casual basis.

### The types of projects which will be considered for funding include:

- Upgrade and additions to existing facilities where they will lead to an increase in physical activity or more rational use of facilities.
- Construction of new facilities to meet sport and recreation needs.
- New or replacement (not resurfacing) of synthetic surfaces. Where an application is made for a new or synthetic surface, evidence of long-term planning for all nearby facilities is required.
- Floodlighting projects – where an application is made for floodlighting projects, evidence must be provided that demonstrates if a transformer upgrade is required.

Funding is not available for:

- Projects that commence before approvals are announced
- Development of privately-owned facilities
- Arts, music and craft facilities
- Facilities considered to be a full State Government responsibility, proposed by either government departments, schools or parents and citizen associations
- Recurring maintenance or operating costs of existing facilities
- Purchase of land, landscaping, car parks, access roads and other infrastructure costs
- Stand-alone playgrounds
- Bikeways or pathways acting as transport routes
- Non land-based facilities, e.g., boat launching ramps, ocean pools and marinas
- Non-fixed equipment
- Fixed sports specific equipment (e.g. electronic targets, scoreboards)
- Facilities or fixtures for the express purpose of serving alcohol
- Projects that do not meet Australian design standards
- Projects that have already received a CSRFF grant and are seeking an additional grant to meet cost increases
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed. An assessment will be made in November and if no physical progress has occurred, new applications may not be recommended.
- Projects that have State Government funding in excess of 83.33% of the total project cost.

**Comment:**CSRFF small grants

\$2,500–\$66,666 will be allocated to projects involving a basic level of planning. The total project cost for grant must not exceed \$200,000. Grants given in this category must be claimed in the financial year following the date of approval. For projects with a grant request below \$2,500 it is expected that the applicant should be able to fully fund these.

Maximum grants for small grants may increase to 50% funding if a development bonus is approved.

## Examples of small grant projects:

- cricket pitch and practice wickets
- safety fences for sport and recreation facilities, i.e. motor sports
- minor upgrade to swimming pool
- small floodlighting project
- court resurfacing or upgrade
- construction of or upgrade to shade shelters
- large scale dams, water collection systems and pipelines for distribution (maximum grant offered is \$60,000)
- Various planning studies to a maximum grant amount of \$25,000.



### Application process and timelines

The CSRFF small grants have two rounds each year. Rounds are advertised and open in February and July and close on the last working day in March and August each year.

#### CSRFF July Small Grants Round Deadlines

2015/2016 funding round - \$750,000 available

1 <sup>st</sup> July 2015	Round Opens
31 <sup>st</sup> July 2015	Club Community Group applications must be submitted to LGA by end of July 2015 to ensure Council endorsement.
31 <sup>st</sup> August 2015	Applications to be lodged at your Regional DSR office

The Wickepin Cricket Club has submitted a grant application for the replacement of the Wickepin Cricket pitch at the Wickepin Sports Ground as the current pitch has failed and needs replacing.

Council has placed a budget amount of \$12,600 in the 2015/2016 budget estimates for the replacement of the Wickepin Cricket Pitch.

**Statutory Environment:** Nil

#### **Financial Implications:**

Cost of cricket Pitch replacement, Council has placed a budget amount of \$12,600 in the 2015/2016 budget estimates.

#### **Policy Implications:**

Under Council policy 3.1.6 Financial Assistance to Sporting and Community Groups, Council will generally commit only to 1/3<sup>rd</sup> of the total project cost.

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### 3.1.6 FINANCIAL ASSISTANCE TO SPORTING AND COMMUNITY GROUPS

**OBJECTIVE: Provide guidelines for the provision of financial assistance to community and sporting clubs within the Shire of Wickepin.**

A maximum of 2.5% of the previous year's levied rates may be provided for in Council's budget each year to distribute to community and sporting organisations upon application to the Council.

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#### 3.1.6.1 FUND OBJECTIVE

Funds from Council may be made available for the following:

- establishment or improvement of playing areas or buildings necessary for the conduct of sport or for community use; and
- to assist community groups in establishing a service or activity seen as a need for the betterment of and improvement to the enjoyment of life within the community.

Council anticipates funding up to 1/3<sup>rd</sup> of the total project cost, with the applicant group to contribute 1/3<sup>rd</sup> and obtain grant funding or other funding for the remaining 1/3<sup>rd</sup>. Voluntary labour and equipment may be included in the applicant's contribution.

Council employees or equipment may be used in lieu of a cash contribution from Council.

Council will favour applications that would not otherwise be funded through other government grants e.g. CSRFF.

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### 3.1.6.2 APPLICATION PROCEDURE

Applications for funding must be received at the Shire of Wickepin Office by 30 April each year to be considered in the Council budget. Applications are to be made in writing on the Shire of Wickepin Community Grants form (attached).

Applications should only be made when an applicant group is confident that all cash the applicant proposes to contribute will be readily available if a grant is approved.

The value of work undertaken by volunteers can be included in the local contribution but this value may not exceed one third of the completed value of the project. The voluntary work should be described and valued at the rate of \$20.00 per hour.

Funds are not to be used for trophies, prizes or expenses (including loan repayments) incurred in the conduct of the sport or community activities.

Council reserves the right for the CEO or his/her delegate to carry out an inspection of the project at any time prior to and at completion of the project.

**Strategic Implications:** Fits within theme 4 of the Shire of Wickepin Strategic Community Plan

### Theme 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

Goal	Action	Measure
<b>4.1 Support the development and maintenance of recreational facilities and organisations in the district.</b>	<ul style="list-style-type: none"> <li>• Provide regular maintenance and development of recreation facilities.</li> <li>• Provide and maintain walk trails for recreation and tourism purposes.</li> </ul>	<ul style="list-style-type: none"> <li>• We have adopted a recreation maintenance and development plan to be published to the community to address this need.</li> </ul>
<b>4.2 Give support to the retention and expansion of educational facilities in the community.</b>	<ul style="list-style-type: none"> <li>• We progressively upgrade and provide community amenities and facilities that cater to the needs of all age groups. This includes recognising particular community group needs that may include adequate medical facilities for local health issues.</li> </ul>	<ul style="list-style-type: none"> <li>• We have a clear, published community educational and facilities plan that addresses the community's needs.</li> </ul>
<b>4.3 Community engagement</b>	<ul style="list-style-type: none"> <li>• Council proactively engages with all elements of its community in order to make decisions that reflect positively on the future of the Shire.</li> </ul>	<ul style="list-style-type: none"> <li>• A clear, documented engagement process with set activities that are tracked and reported against on a quarterly basis.</li> </ul>
<b>4.4 Give support to Arts, Crafts and Cultural activities and Special Events</b>	<ul style="list-style-type: none"> <li>• Maintain the present level of support to Arts &amp; Crafts and Cultural Groups.</li> <li>• Encourage the conduct of "Special Events" by community and other groups</li> </ul>	<ul style="list-style-type: none"> <li>• We publish a monthly calendar of events and actively invest in the promotion of community activities.</li> <li>• The Shire will actively facilitate access to suitable tertiary education services to help meet our community's needs.</li> </ul>

#### Summary:

Council is being requested to prioritise the CSRFF grants received and forward them to the Department of Sport and Recreation by the end of August 2015.

**Recommendation:**

1. That Council supports the Wickepin Cricket Club CSRFF Small grant application on a third by third basis for the replacement of the Wickepin Cricket pitch at the Wickepin Sports Ground as the current pitch has failed and needs replacing.
2. That Council forwards the CSRFF Small grant application to the Department of Sport and Recreation by the end of August 2015 under the Shire of Wickepin.

**Voting Requirements:** Simple majority

**Resolution No 220715-15****Moved Cr Easton / Seconded Cr Hinkley**

1. That Council supports the Wickepin Cricket Club and Lake Yealering Bowling Club CSRFF Small grant applications on a third by third basis.
2. That Council forwards the CSRFF Small grant application to the Department of Sport and Recreation by the end of August 2015 under the Shire of Wickepin.
3. That Council priorities the two grants in the following order:
  1. Lake Yealering Bowling Club
  2. Wickepin Cricket Club.

**Carried 7/0**

*The recommendation differed from the officer's recommendation as Council felt that the Lake Yealering Bowling Club should be part of the recommendation, and that the two CSRFF applications be prioritised in order.*

3.3pm – Cr Fran Allan returned to the Chambers.

Governance, Audit and Community Services

## 10.2.09 – Lake Yealering Progress Association

**Submission To:** Ordinary Council  
**Location / Address:** Whole Shire  
**Name of Applicant:** Lake Yealering Progress Association  
**File Reference:** 1710/2404  
**Author:** Mark J Hook, Chief Executive Officer  
**Disclosure of any Interest:** Nil  
**Date of Report:** 29 June 2015

**Enclosure / Attachment:** Nil

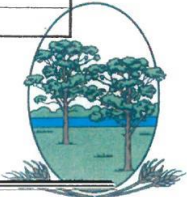
### Background:

The Lake Yealering Progress Association has forwarded the following letter to Council requesting a concept plan for the Lake Yealering foreshore area:

SHIRE OF WICKEPIN	
DATE RECEIVED:	26 JUN 2015
FILE NO:	1710/2404
TO:	CEO

**Lake Yealering Progress Association Inc**

C/- Post Office  
Yealering WA 6372




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Mark Hook  
Ceo Shire of Wickepin

25 June 2015

Dear Mark,  
The Lake Yealering Progress Association requests the Shire to begin planning for a concept plan for the Yealering lake foreshore. We would like the plan to encompass the area from and including the Bowling Club car park, up to the start of the golf course. This area would also include the ablution block. Can this plan be put out to tender so as to get best value for money?

If you need more information please ring on 98887067 for me or 98887043 to contact Lois Shipley

Your sincerely  
Ken Beattie sec.

**Comment:**

This matter is part of the request presented to Council through the Townscape Committee from the Lake Yealering Progress Association 8<sup>th</sup> April 2015. Council passed the following resolution at the 15<sup>th</sup> April 2015 Council Meeting.

*The Yealering Progress Association has devised a five year plan of projects we think would enhance and benefit the township of Yealering. The list is in order of priority and we think they should all be considered for funding within the Shire budget program.*

*Lake Foreshore redevelopment*

*Completion of the lake walk trail with hot mix (Caravan Park to bowling club and tennis courts up to the golf club shed parking area)*

*Seal and curb tourist information bay*

*The appointment of a dedicated gardener maintenance person for Yealering (possibly shared with Harrismith)*

*Rubbish tip completion*

*Heritage Trail*

*Upgrade town seating*

*Define and maintain Bowling club car park (may be as part of foreshore redevelopment)*

*Maintain Warawee Park*

*A swing for small children in Golden Memorial Park*

*Construction of a new boat ramp*

*A Yealering tourist information pamphlet*

*Solar lighting at entrance to Caravan Park*

*Refurbish donga in Caravan Park*

*Link Caravan Park to the information bay*

*Contribute to the capital works for the Living Lakes Project*

**Resolution No 150415-18****Moved Cr Allan / Seconded Cr Easton**

That the Chief Executive Officer cost each project submitted by the Townscape and Cultural Planning Committee and place in the committees five year program.

**Carried 8/0**

As the next Townscape and Cultural Planning Committee meeting is after the budget deliberations the Chief Executive Officer feels it is necessary to request Council to place an amount in the 2015/2016 Budget Estimates for a concept plan as requested by the Lake Yealering Progress Association for the Lake Yealering Foreshore redevelopment.

This may be able to be funded under a Wheatbelt Development Commission Grant such as the Town of Narrogin, Narrogin CBD Townscape Plan Comprehensive Review \$27,771.50 or the Shire of Brookton, Brookton Main Street Enhancement \$140,000.

The concept Plan, for such a development, would be quite extensive as the whole Lake Yealering area would need to be looked at and should cover the provision of boat ramps, renewing the Bowling Club car park etc.

The Chief Executive Officer has placed an amount of \$5,000 under schedule 11 general ledger number 4863 consultants for a concept plan.

This money could also be used for a grant application to the Wheatbelt Development Commission for a concept plan covering the whole Lake Yealering program. This would also fall into the living lakes program and Council would be on the front foot with a concept plan.

**Statutory Environment:** Nil

**Financial Implications:** Nil

**Policy Implications:** No Policy

**Strategic Implications:** Fits within Theme 6 of Council Strategic Plan

**Theme 6 – To Promote the Shire as the 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.

Goal	Action	Measure
<p><b>6.1 Promote the expansion of regional facilities and activities already established and targeted within the shire.</b></p>	<ul style="list-style-type: none"> <li>• Actively lobby for the expedient Support for expansion of grain handling facilities and the provision of infrastructure relating to expansion of the CBH Strategic Grain Receiver Bin.</li> <li>• Support efforts to achieve additional funding from sponsorship and other sources for the regional concept of the Facey Group.</li> <li>• Maintain support for the continued development of the Albert Facey Homestead and precincts as a regionally significant tourist attraction</li> <li>• Develop a plan that recognises that there may be opportunities to provide housing to attract people who work in the Narrogin Region and who may be encouraged to become residents in the Wickepin Shire and for employees in industry at the Kaolin Mine should it be established</li> <li>• Maintain support for Lake Yealering care group in the development of eco/camp and Lake surrounds as a regionally significant tourist attraction.</li> </ul>	<ul style="list-style-type: none"> <li>• The Shire has developed an economic development strategy that facilitates and promotes current and future expansionary projects</li> </ul>

**Summary:**

Council is being requested to undertake a concept plan for Lake Yealering and its surrounding areas by the Lake Yealering Progress Association Inc.

**Recommendation:**

That the Chief Executive Officer formulate and present a business case to the Wheatbelt Development Commission for the funding of a concept plan for the Lake Yealering Area.

**Voting Requirements:** Simple majority



**Resolution No 220715-16****Moved Cr Russell / Seconded Cr Hinkley**

That the Chief Executive Officer formulate and present a business case to the Wheatbelt Development Commission for the funding of a concept plan for the Lake Yealering Area.

**Carried 8/0**

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Governance, Audit and Community Services

## 10.2.10 – WA Kaolin Pty Ltd – Miscellaneous Licence L70/156

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	WA Kaolin Holdings Pty Ltd
<b>File Reference:</b>	310 / 508
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	1 July 2015

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**Enclosure / Attachment:** Nil

### Background:

WA Kaolin has requested an extension for the Planning Approval granted on 17 July 2013 as per the following resolution of Council:

#### **Resolution No 170713-09**

##### **Moved Cr Lansdell / Seconded Cr Astbury**

That approval is given to WA Kaolin Holdings PTY LTD to bury the pipelines under Councils road in the manner similar to the Water Corporation Pipelines road crossings with the following condition:

- The design of the pipeline within any Shire of Wickepin Road Reserves to be carried out in conjunction with the Shire of Wickepin.
- No works to be commenced within the Shire of Wickepin Road Reserves until the Shire of Wickepin has approved the method and design of the proposed Pipeline along with the timing of the construction works.

**Carried 7/0**

### Comment:

Under section 10.5 of the Shire of Wickepin Town Planning Scheme Number 4, the development approved is to be substantially commenced within 2 years, or such other period as specified in the approval, after the date of the determination; and the approval lapses if the development has not substantially commenced before the expiration of that period.

The following Agenda item was presented to Council at its Ordinary Meeting of Council held on 17 July 2015:

Shire of Wickepin

Council Meeting

17 July 2013

*The President brought item 10.2.08 forward for discussion.*

Governance, Audit and Community Service

**10.2.08 – WA Kaolin Holdings Pty Ltd – Miscellaneous Licence L70/156**


**Submission To:** Ordinary Council  
**Location / Address:** Whole Shire  
**Name of Applicant:** WA Kaolin Holdings Pty Ltd  
**File Reference:** 310 / 508  
**Author:** Mark J Hook, Chief Executive Officer  
**Disclosure of any Interest:** Nil  
**Date of Report:** 11 July 2013

**Enclosure / Attachment:** Wickepin Kaolin Operations WRS & Pipeline Route Sheets 1, 2, and 3.

**Background:**

Council has received the following letter from WA Kaolin Holdings Pty Ltd regarding the tenement to serve the proposed mining lease.

**W. A. KAOLIN HOLDINGS PTY. LTD.**  
 ABN No. 56 083 187 017  
 Postal Address: PO Box 147 Rockingham WA 6968  
 Site: Lot 3, Ward Rd, East Rockingham, WA 6168  
 Ph: 08 9439 6300, Fax: 03 9706 6634



24<sup>th</sup> June 2013

Shire of Wickepin  
 Attn: Mark Hook – CEO  
 Wogolin Rd  
 PO Box 19  
 Wickepin, WA, 6370

SHIRE OF WICKEPIN	
RECEIVED:	24 JUN 2013
CEO	<input checked="" type="checkbox"/>
FINANCE	<input type="checkbox"/>
ESG	<input type="checkbox"/>
MGR WICK	<input type="checkbox"/>
EMO	<input type="checkbox"/>
CEO	<input type="checkbox"/>

RE: Miscellaneous Licence 70/156

Dear Mark,

WA Kaolin Holdings Pty Ltd (WAK) has recently applied at the Department of Minerals and Petroleum for the grant of Miscellaneous Licence L70/156 within the Wickepin Shire.

This tenement serves to link Mining Lease M70/1143 and General Purpose Lease G70/251, for the purposes of constructing and operating kaolin slurry and water pipelines. The attached plans indicate the tenement boundaries applied for, which include several road reserves.

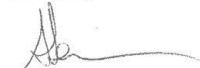
The majority of L70/156 covers private land, and it is intended that the pipelines will be constructed within the freehold land portion of the tenement, and landowner consents have been obtained for this purpose. The tenement is pegged over road reserves to provide options for crossing roads where required.

When the pipelines must be laid within a road reserve, the intention is to bury the pipelines in a manner similar to that used for Water Corporation pipeline road crossings. The design of any pipelines within road reserves will be carried out in conjunction with the Shire's engineers. Construction of any works within a road reserve will not be carried out until the Shire approves both the design of the crossing, and the method and timing of the construction work.

As part of the tenement approval process, the Department of Minerals and Energy (DMP) has requested that WAK inform the Wickepin Shire of our tenement application, and request that WAK seek advice as to whether the Shire requires any further conditions or if the Shire has any objections to the grant of this miscellaneous licence.

If the Shire could give this matter consideration and provide a written response (scanned and emailed will suffice) by the 10<sup>th</sup> of July it would be greatly appreciated, as WAK needs to provide the requested response to the DMP by no later than the 12<sup>th</sup> of July.

Yours sincerely,



Andrew Sorensen  
 Operations Director

**Comment:**

The majority of the pipeline will be on private land and the mining tenement is only required on Council Road Reserves where it crosses a road.

As the pipeline will be underground at the road intersection, I cannot see any issue with approving the pipeline on Council road reserves where the pipeline is crossing the road.

Council should impose a condition that any works should not commence until council is presented a design of the proposed undergrounding of the pipeline and the general construction of the pipeline.

The Roads impacted are:

- Line Road
- Wickepin Harrismith Road
- Wedin North Road
- Brown Road

**Statutory Environment:** Mining Lease M70/1143  
General Purpose Lease G70/251

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Fits within 3.3 of Councils Strategic Plan

Theme 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.		
Goal	Action	Measure
3.1 To actively support the development of tourism opportunities in the Shire.	<ul style="list-style-type: none"> <li>• Investigate and implement methods for improving the promotion of tourism in the district.</li> <li>• Liaise with local and regional tourist promotion groups with the aim of promoting the development of tourism in the Shire.</li> <li>• Seek advice from the WA Tourism Commission with regard to promoting the district.</li> <li>• Publicise the availability of the information and encourage local and external entrepreneurs to become actively involved in the Shire of Wickepin.</li> </ul>	<ul style="list-style-type: none"> <li>• Measure our Shire's progress in accordance with Wickepin's tourism Development Plan</li> </ul>

Shire of Wickepin

Council Meeting

17 July 2013

<p><b>3.1 To actively support the development of tourism opportunities in the Shire.</b></p>	<ul style="list-style-type: none"> <li>Investigate and implement methods for improving the promotion of tourism in the district.</li> <li>Liaise with local and regional tourist promotion groups with the aim of promoting the development of tourism in the Shire.</li> <li>Seek advice from the WA Tourism Commission with regard to promoting the district.</li> <li>Publicise the availability of the information and encourage local and external entrepreneurs to become actively involved in the Shire of Wickepin.</li> </ul>	<ul style="list-style-type: none"> <li>Measure our Shire's progress in accordance with Wickepin's tourism Development Plan</li> </ul>
<p><b>3.2 Support activities that lead to diversification and sustainability of the rural industry.</b></p>	<ul style="list-style-type: none"> <li>Support the efforts of the Facey Group towards diversification and sustainability of rural industry.</li> <li>Investigate and support where possible the actions being taken towards the development of industry in the district.</li> </ul>	<ul style="list-style-type: none"> <li>We have a published strategic economic development plan for the Shire. This will include:                             <ul style="list-style-type: none"> <li>an economic diversification plan</li> <li>an infrastructure strategy</li> <li>extractive industries strategy</li> </ul> </li> </ul>
<p><b>3.3 Actively support extractive industries - not to the detriment of the environment.</b></p>	<ul style="list-style-type: none"> <li>Support the development of mining, particularly the proposed Kaolin mine, while ensuring that it is not developed to the detriment of the environment.</li> </ul>	
<p><b>3.4 Through planning and development ensure availability of land for residential and industrial purposes.</b></p>	<ul style="list-style-type: none"> <li>Investigate the availability of land presently available, for various uses, including industrial and plan to meet the expected future requirements.</li> </ul>	<ul style="list-style-type: none"> <li>The Council will develop a planning and development strategy which will ensure availability of land for the future.</li> </ul>
<p><b>3.5 Encourage the retention of existing and the introduction of new businesses.</b></p>	<ul style="list-style-type: none"> <li>Assist with the provision of resources for housing and other infrastructure for local businesses, in conjunction with other authorities.</li> <li>Investigate the initiatives adopted by other communities for the expansion of the local community.</li> <li>Investigate the establishment of a Business Enterprise Centre to serve the Shire of Wickepin in its own right or in conjunction with another local government/s.</li> </ul>	<ul style="list-style-type: none"> <li>We have a clear, documented community amenity and facilities plan that addresses for housing/infrastructure measured in accordance with other local communities.</li> </ul>

**Summary:**

Council is being requested to approve the WA Kaolin Holdings Approval to run its proposed pipelines for the kaolin mine under Council road reserves on Brown, Line, Wickepin Harrismith and Wedin North Roads

**Recommendation:**

That approval is given to WA Kaolin Holdings PTY LTD to bury the pipelines under Councils road in the manner similar to the Water Corporation Pipelines road crossings with the following condition:

- The design of the pipeline within any Shire of Wickepin Road Reserves to be carried out in conjunction with the Shire of Wickepin.
- No works to be commenced within the Shire of Wickepin Road Reserves until the Shire of Wickepin has approved the method and design of the proposed Pipeline along with the timing of the construction works.

Shire of Wickepin

Council Meeting

17 July 2013

**Voting Requirements:** Simple majority**Resolution No 170713-09****Moved Cr Lansdell / Seconded Cr Astbury**

That approval is given to WA Kaolin Holdings PTY LTD to bury the pipelines under Councils road in the manner similar to the Water Corporation Pipelines road crossings with the following condition:

- The design of the pipeline within any Shire of Wickepin Road Reserves to be carried out in conjunction with the Shire of Wickepin.
- No works to be commenced within the Shire of Wickepin Road Reserves until the Shire of Wickepin has approved the method and design of the proposed Pipeline along with the timing of the construction works.

**Carried 7/0**

3.44pm - MWS Peter Vlahov departed the chambers.

**Statutory Environment:**

Shire of Wickepin TPS 4

**10.5 - Term of planning approval**

10.5.1 *Where the local government grants planning approval for the development of land –*

*(a) the development approved is to be substantially commenced within 2 years, or such other period as specified in the approval, after the date of the determination; and*

*(b) the approval lapses if the development has not substantially commenced before the expiration of that period.*

*A written request may be made to the local government for an extension of the term of planning approval at any time prior to the expiry of the approval period in clause 10.5.1.*

*Planning and Development Act 2005*

**Financial Implications:** Nil

**Policy Implications:** No Policy

**Strategic Implications:** Fits within theme 3 of Councils Strategic Community Plan

### Theme 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.

Goal	Action	Measure
<b>3.1 To actively support the development of tourism opportunities in the Shire.</b>	<ul style="list-style-type: none"> <li>Investigate and implement methods for improving the promotion of tourism in the district.</li> <li>Liaise with local and regional tourist promotion groups with the aim of promoting the development of tourism in the Shire.</li> <li>Seek advice from the WA Tourism Commission with regard to promoting the district.</li> <li>Publicise the availability of the information and encourage local and external entrepreneurs to become actively involved in the Shire of Wickepin.</li> </ul>	<ul style="list-style-type: none"> <li>Measure our Shire's progress in accordance with Wickepin's tourism Development Plan</li> </ul>
<b>3.2 Support activities that lead to diversification and sustainability of the rural industry.</b>	<ul style="list-style-type: none"> <li>Support the efforts of the Facey Group towards diversification and sustainability of rural industry.</li> <li>Investigate and support where possible the actions being taken towards the development of industry in the district.</li> </ul>	<ul style="list-style-type: none"> <li>We have a published strategic economic development plan for the Shire. This will include: <ul style="list-style-type: none"> <li>an economic diversification plan</li> <li>an infrastructure strategy</li> <li>extractive industries strategy</li> </ul> </li> </ul>
<b>3.3 Actively support extractive industries - not to the detriment of the environment.</b>	<ul style="list-style-type: none"> <li>Support the development of mining, particularly the proposed Kaolin mine, while ensuring that it is not developed to the detriment of the environment.</li> </ul>	
<b>3.4 Through planning and development ensure availability of land for residential and industrial purposes.</b>	<ul style="list-style-type: none"> <li>Investigate the availability of land presently available, for various uses, including industrial and plan to meet the expected future requirements.</li> </ul>	<ul style="list-style-type: none"> <li>The Council will develop a planning and development strategy which will ensure availability of land for the future.</li> </ul>
<b>3.5 Encourage the retention of existing and the introduction of new businesses.</b>	<ul style="list-style-type: none"> <li>Assist with the provision of resources for housing and other infrastructure for local businesses, in conjunction with other authorities.</li> <li>Investigate the initiatives adopted by other communities for the expansion</li> </ul>	<ul style="list-style-type: none"> <li>We have a clear, documented community amenity and facilities plan that addresses for housing/infrastructure measured in accordance with other local communities.</li> </ul>



### Theme 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.

Goal	Action	Measure
	<p>of the local community.</p> <ul style="list-style-type: none"> <li>Investigate the establishment of a Business Enterprise Centre to serve the Shire of Wickepin in its own right or in conjunction with another local government/s.</li> </ul>	

#### Summary:

Council is being requested to extend the planning approval granted to WA Kaolin Pty Ltd on the 17<sup>th</sup> July 2013 to bury the pipelines under Councils road in the manner similar to the Water Corporation Pipelines road crossings for a two year period to the 17<sup>th</sup> July 2017.

#### Recommendation:

That Council extends the planning approval granted to WA Kaolin Pty Ltd on the 17<sup>th</sup> July 2013 to bury the pipelines under Councils road in the manner similar to the Water Corporation Pipelines road crossings for a two year period to the 17<sup>th</sup> July 2017 with all previous conditions being imposed.

- The design of the pipeline within any Shire of Wickepin Road Reserves to be carried out in conjunction with the Shire of Wickepin.
- No works to be commenced within the Shire of Wickepin Road Reserves until the Shire of Wickepin has approved the method and design of the proposed Pipeline along with the timing of the construction works.

**Voting Requirements:** Simple majority

### Resolution No 220715-17

#### Moved Cr Lansdell / Seconded Cr Astbury

That Council extends the planning approval granted to WA Kaolin Pty Ltd on the 17<sup>th</sup> July 2013 to bury the pipelines under Councils road in the manner similar to the Water Corporation Pipelines road crossings for a two year period to the 17<sup>th</sup> July 2017 with all previous conditions being imposed.

- The design of the pipeline within any Shire of Wickepin Road Reserves to be carried out in conjunction with the Shire of Wickepin.
- No works to be commenced within the Shire of Wickepin Road Reserves until the Shire of Wickepin has approved the method and design of the proposed Pipeline along with the timing of the construction works.

**Carried 8/0**

Governance, Audit and Community Services

## 10.2.11 – WALGA Governance Review Discussion Paper

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	1452
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	9 July 2015

**Enclosure / Attachment:** WALGA Governance Review Discussion Paper

### Background:

The West Australian Local Government Association (WALGA) has forwarded the WALGA Governance Review Discussion Paper that has been produced to facilitate a review of the governance arrangements for State Council and the WALGA Zones. The Review focuses on WALGA's three key governance documents – the Constitution, Corporate Governance Charter and Standing Orders – as well as the effectiveness of the relationship between Zones and State Council.

### Comment:

The WALGA Governance Review Discussion Paper is arranged in three parts:

Part 1 focuses on WALGA's three key governance documents: WALGA's Constitution, Corporate Governance Charter and Standing Orders.

Part 2 focuses on technical wording and the alignment of issues in the three governance documents.

Part 3 explores State Council and Zone processes, including their inter-relationship and effectiveness.

The following outlines the process and timetable for the review:

- Preparation of a Discussion Paper for sector-wide consultation & feedback      May - June 2015
- Consultation with the Local Government sector and Zones      June -16 September 2015
- Consideration of responses      September - October 2015
- Preparation of a report to Zones and State Council      November 2015
- Consideration of the report to State Council      November 2015 - 2 December 2015
- Referral of subsequent proposals for Constitutional change to 2016 AGM      August 2016

Feedback on the issues explored in the discussion paper, as well as any other relevant matter, is sought by 16 September 2015.

The Chief Executive Officer believes that this would be better handled at a Zone level rather than an individual Local Government level and recommends that this matter be forwarded to the WALGA Central Country Zone for discussion.

**Statutory Environment:** Nil

**Financial Implications:** Nil

**Policy Implications:** No Policy

**Strategic Implications:** Nil

**Summary:**

Council is being requested to review the governance arrangements for State Council and the WALGA Zones as outlined in the WALGA Governance Review Discussion Paper.

**Recommendation:**

That this matter be forwarded to the WALGA Central Country Zone for discussion.

**Voting Requirements:** Simple majority

**Resolution No 220715-18**

**Moved Cr Astbury / Seconded Cr Allan**

That this matter be forwarded to the WALGA Central Country Zone for discussion.

**Carried 8/0**

Governance, Audit & Community Services

## 10.2.12 – Acceptance Tender 01–15/16 Provision Refuse Recycling Collection

**Submission To:** Ordinary Council  
**Location / Address:** Whole Shire  
**Name of Applicant:** Mark J Hook Chief Executive Officer  
**File Reference:** 2900  
**Author:** Mark J Hook Chief Executive Officer  
**Disclosure of any Interest:** Nil  
**Date of Report:** 14 July 2015

**Enclosure / Attachment:** Nil

### Background:

Tenders were invited from suitable organisations for the provision of weekly kerbside refuse and recycling material collection services in the Wickepin, Yealering, Harrismith and Tincurrin townsites for a period of 3 years commencing September 2015.

The following advertisement was placed in the West Australian and the Narrogin Observer:



### Shire of Wickepin

#### REQUEST FOR TENDER

#### REFUSE COLLECTION TENDER NUMBER: 01 – 2015/2016

#### Description:

Tenders are invited for the collection of refuse and recycling material from the Wickepin, Yealering, Harrismith and Tincurrin townsites.

#### Tender Enquiries:

A copy of the Tender Specifications and Conditions of Tender can be obtained either from the Shire's Customer Service counter at 77 Wogolin Road Wickepin or by contacting the Executive Support Officer, Leah Pearson on 9888 1005 or at [eso@wickepin.wa.gov.au](mailto:eso@wickepin.wa.gov.au).

#### Lodgement:

Tenders are to be submitted in a sealed, clearly endorsed envelope with the tender's details and Tender number 01 – 2015/2016.

Tenders will close at 4.00pm Friday 10 July 2015 and addressed to the Chief Executive Officer PO Box 19, Wickepin WA 6370 or delivered to the Council Tender box at the Shire of Wickepin Administration Centre 77 Wogolin Road Wickepin and duly marked with the relevant tender number.

Canvassing of Elected Members, Officers or their Representatives will automatically disqualify.

**The lowest or any tender will not necessarily be accepted.**

**Mark J Hook**  
**Chief Executive Officer**

**Comment:**

At the closing date of the tenders on 4.00pm Friday 10 July 2015, Council received one tender for the collection of refuse and recycling material from the Wickepin, Yealering, Harrismith and Tincurrin townsites.

The tender received has been assessed in accordance with the qualitative criteria specified in the Tender which provided for weighted points score based on:

- Relevant Experience & Reputation 25%
- Price 45%
- Tenderer's Resources & Availability 10%
- Quality of Plant 10%
- Backup Plant 5%
- Non-Reliance on Sub-Contractors 5%

Great Southern Waste Disposal has provided in their tender for a weekly kerbside refuse collection and a fortnightly kerbside recycling material collection in all the Townsites along with a monthly pickup from the transfer station bulk bins.

**SHIRE OF WICKEPIN REFUSE COLLECTION TENDER EVALUATION**

CRITERION	A		B		C		D		E		F		TOTAL SCORE		Ranking
	Relevant Experience & Reputation		Price		Tenderers Resources & Availability		Quality of Plant		Backup Plant		Non Reliance On Sub Contractors				
	outcomes of similar work		Completion of Price Schedule		plant, equipment & materials		Age of plant		Adequate fleet with spare plant time to accommodate breakdowns		project schedule / timeline				
	details of similar work		Price for all options		contingency measures/backup resources		Plant maintenance arrangements				process for the delivery				
	details of issues and how managed		Price		availability						training processes				
	sound judgement and discretion										demonstrated understanding of scope of work				
	demonstrate competency														
	references														
	weighting	25%	weighting	45%	weighting	10%	weighting	10%	weighting	5%	weighting	5%			
TENDERER	raw score	weighted score	raw score	weighted score	raw score	weighted score	raw score	weighted score	raw score	weighted score	raw score	weighted score	raw score	weighted score	
Great Southern Waste Disposal	5.0	25.0	4.0	36.0	5.0	10.0	4.0	8.0	4.0	4.0	5.0	5.0	27.00	88.00	1

Score	Description of Score
0	Offer did not address the criterion
1	offer contained insufficient/unclear information
2	Acceptable offer
3	Good offer
4	Very Good offer
5	Excellent offer

SHIRE OF WICKEPIN				
Tender 01- 2015/2016				
<i>*All Prices Include GST*</i>				
GREAT SOUTHERN WASTE DISPOSAL				
WEEKLY KERBSIDE REFUSE COLLECTION	MGB Units	Price Tendered (per unit)	Total Tendered Price (per collection)	Total Tendered Price (per year)
<b>Residential MGBs</b>				
Wickepin	160	\$1.98	\$316.80	\$16,473.60
Yealering	60	\$1.98	\$118.80	\$6,177.60
Harrismith	5	\$1.98	\$9.90	\$514.80
Tincurrin	28	\$1.98	\$55.44	\$2,882.88
<b>Commercial MGBs</b>				
Wickepin	15	\$1.98	\$29.70	\$1,544.40
Yealering	5	\$1.98	\$9.90	\$514.80
Harrismith	2	\$1.98	\$0.96	\$205.92
Tincurrin	1	\$1.98	\$1.98	\$102.96
<b>Street Bins and Public Buildings MGBs</b>				
Wickepin	15	\$1.98	\$99.00	\$1,544.40
Yealering	10	\$1.98	\$19.80	\$1,029.60
Harrismith	2	\$1.98	\$3.96	\$205.92
Tincurrin				
<b>FORTNIGHTLY KERBSIDE RECYCLING</b>				
<b>MATERIAL COLLECTION</b>				
<b>Residential MGBs</b>				
Wickepin	195	\$3.70	\$721.50	\$18,759.00
Yealering	20	\$3.70	\$74.00	\$1,924.00
Harrismith	18	\$3.70	\$66.60	\$1,731.60
Tincurrin	12	\$3.70	\$44.40	\$1,154.40
Commercial Bins	30	\$3.70	\$111.00	\$2,886.00
Recycling Yard Bins	15	\$3.70	\$55.50	\$1,443.00
<b>Transfer Stations</b>				
Bulk Bins	8	Monthly	\$660	\$7,920
<b>TOTAL TENDERED PRICE (per year)</b>				<b>\$71,824.88</b>

<b>Statutory Environment:</b>	<i>Local Government Act 1995</i>
<b>Policy Implications:</b>	Nil
<b>Financial Implications:</b>	Total Tendered Price (per year) \$71,824.88
<b>Strategic Implications:</b>	Nil

**Summary:**

Council is being requested to accept the tender RFT 01 – 2015/2016 from Great Southern Waste Disposal commencing on the 1<sup>st</sup> September 2015.

**Recommendation:**

That Council accept the tender RFT 01 – 2015/2016 from Great Southern Waste Disposal commencing on the 1<sup>st</sup> September 2015 for the following services:

Residential MGBs

Wickepin	160	\$1.98	\$316.80	\$16,473.60
Yealering	60	\$1.98	\$118.80	\$6,177.60
Harrismith	5	\$1.98	\$9.90	\$514.80
Tincurrin	28	\$1.98	\$55.44	\$2,882.88

Commercial MGBs

Wickepin	15	\$1.98	\$29.70	\$1,544.40
Yealering	5	\$1.98	\$9.90	\$514.80
Harrismith	2	\$1.98	\$0.96	\$205.92
Tincurrin	1	\$1.98	\$1.98	\$102.96

Street Bins and Public Buildings MGBs

Wickepin	15	\$1.98	\$99.00	\$1,544.40
Yealering	10	\$1.98	\$19.80	\$1,029.60
Harrismith	2	\$1.98	\$3.96	\$205.92
Tincurrin				

FORTNIGHTLY KERBSIDE RECYCLING MATERIAL COLLECTIONResidential MGBs

Wickepin	195	\$3.70	\$721.50	\$18,759.00
Yealering	20	\$3.70	\$74.00	\$1,924.00
Harrismith	18	\$3.70	\$66.60	\$1,731.60
Tincurrin	12	\$3.70	\$44.40	\$1,154.40
Commercial Bins	30	\$3.70	\$111.00	\$2,886.00
Recycling Yard Bins	15	\$3.70	\$55.50	\$1,443.00

## Transfer Stations

Bulk Bins	8	Monthly	\$660	\$7,920
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TOTAL TENDERED PRICE (per year) \$71,824.88

**Voting Requirements:** Simple majority



## Resolution No 220715-19

### Moved Cr Allan / Seconded Cr Lansdell

That Council accept the tender RFT 01 – 2015/2016 from Great Southern Waste Disposal commencing on the 1<sup>st</sup> September 2015 for the following services:

#### Residential MGBs

Wickepin	160	\$1.98	\$316.80	\$16,473.60
Yealering	60	\$1.98	\$118.80	\$6,177.60
Harrismith	5	\$1.98	\$9.90	\$514.80
Tincurrin	28	\$1.98	\$55.44	\$2,882.88

#### Commercial MGBs

Wickepin	15	\$1.98	\$29.70	\$1,544.40
Yealering	5	\$1.98	\$9.90	\$514.80
Harrismith	2	\$1.98	\$0.96	\$205.92
Tincurrin	1	\$1.98	\$1.98	\$102.96

#### Street Bins and Public Buildings MGBs

Wickepin	15	\$1.98	\$99.00	\$1,544.40
Yealering	10	\$1.98	\$19.80	\$1,029.60
Harrismith	2	\$1.98	\$3.96	\$205.92
Tincurrin				

#### FORTNIGHTLY KERBSIDE RECYCLING MATERIAL COLLECTION

#### Residential MGBs

Wickepin	195	\$3.70	\$721.50	\$18,759.00
Yealering	20	\$3.70	\$74.00	\$1,924.00
Harrismith	18	\$3.70	\$66.60	\$1,731.60
Tincurrin	12	\$3.70	\$44.40	\$1,154.40
Commercial Bins	30	\$3.70	\$111.00	\$2,886.00
Recycling Yard Bins	15	\$3.70	\$55.50	\$1,443.00

#### Transfer Stations

Bulk Bins	8	Monthly	\$660	\$7,920
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TOTAL TENDERED PRICE (per year) \$71,824.88

**Carried 8/0**

Governance, Audit and Community Services

### 10.2.13 – Request for alfresco dining

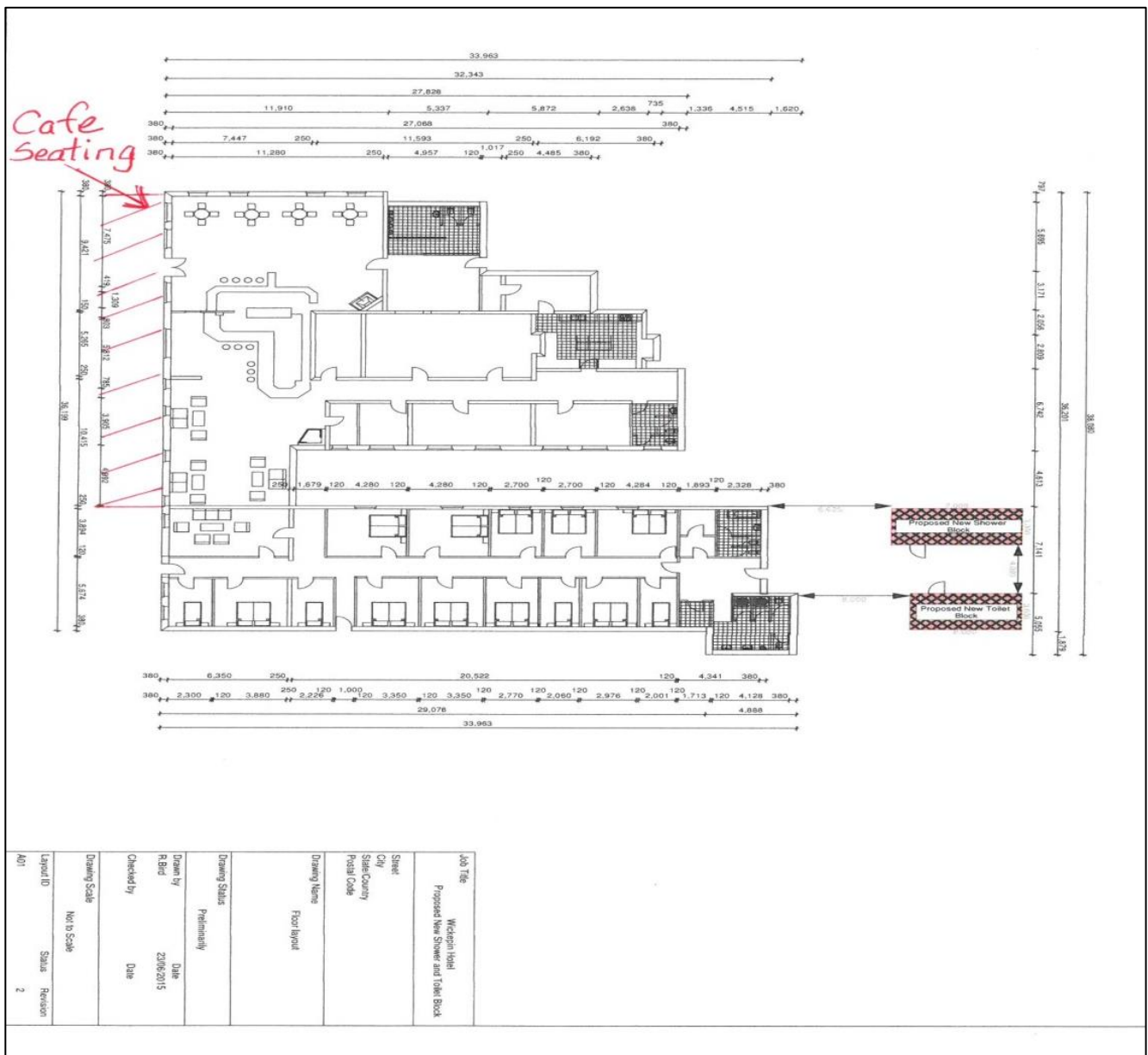
Submission To: Ordinary Council  
 Location / Address: Whole Shire  
 Name of Applicant: Jean Chalmers, Wickepin Newsagency  
 File Reference: 602  
 Author: Mark J Hook, Chief Executive Officer  
 Disclosure of any Interest: Nil  
 Date of Report: 2 July 2015

Enclosure / Attachment: Balcarres Pty Ltd Application to Racing Gaming and Liquor

#### Background:

Council has received a planning application from Balcarres Pty Ltd requesting permission to have alfresco dining outside and adjacent to the Wickepin Hotel, Wogolin Road, Wickepin.

The image below highlights the intended placement of the alfresco dining area at the Wickepin Hotel:



Balcarres Pty Ltd has made an application to the Department of Racing Gaming and Liquor for an extension of the café seating area at the Wickepin Hotel. The request to the Department of Racing Gaming and Liquor does not include licensing this area for the sale and consumption of alcohol.

The following photos show the general area of the requested alfresco dining area:





**Comment:**

Council has given approval to Jean Chalmers of the Wickepin Newsagency to provide alfresco dining outside and adjacent to the Wickepin Newsagency on the condition that there are no obstruction to the footpath and pedestrians have clear access to the shop and surrounding businesses.

### Resolution No 240914-18

#### Moved Cr Lansdell / Seconded Cr Allan

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.

That the Wickepin Newsagency be permitted to display a coffee banner in the rose garden in the medium strip opposite the Wickepin Newsagency.

**Carried 5/0**

A Lunch Bar is a permitted use under Councils Town Planning Scheme Number 4 and planning approval is required for the development of land in addition to any approval granted for the use of the land.

*Under TPS4 the local government will not refuse a 'P' use because of the unsuitability of the use for the zone but may impose conditions on the use of the land to comply with any relevant development standards or requirements of the Scheme, and may refuse or impose conditions on any development of the land.*

**Statutory Environment:** *Planning and Development Act 2005*

**Town Planning Scheme 4**

9.1 *Form of application*

9.1.1 *An application for approval for one or more of the following –*

- (a) *a use or commencement of development on a Local reserve under clause 3.4;*
- (b) *commencement of a ‘P’ use which does not comply with all relevant development standards and requirements of the Scheme as referred to in clause 4.3.2, and/or is not considered “permitted development” under clause 8.2;*
- (c) *commencement of a ‘D’ use or an ‘A’ use as referred to in clause 4.3.2;*
- (d) *commencement of a use not listed in the Zoning Table under clause 4.4.2(b);*
- (e) *alteration or extension of a non-conforming use under clause 4.9;*
- (f) *a change of a non-conforming use under clause 4.9;*
- (g) *continuation of a non-conforming use under clause 4.12;*
- (h) *variation of a site or development requirement under clause 5.5;*
- (i) *commencement of development under clause 8.1;*
- (j) *continuation of development already commenced or carried out under clause 8.4;*
- (k) *a subsequent planning approval pursuant to an approval under clause 10.8.1; and*
- (l) *the erection, placement or display of an advertisement,*

*is, subject to clause 9.1.2 to be made in the form prescribed in Schedule 6 and is to be signed by the owner, and accompanied by such plans and other information as is required under the Scheme.*

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:**

Fits within theme 4.3 Community Engagement of the Shire of Wickepin Strategic Plan:

*Council proactively engages with all elements of its community in order to make decisions that reflect positively on the future of the Shire.*

## Theme 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

Goal	Action	Measure
<b>4.1 Support the development and maintenance of recreational facilities and organisations in the district.</b>	<ul style="list-style-type: none"> <li>Provide regular maintenance and development of recreation facilities.</li> <li>Provide and maintain walk trails for recreation and tourism purposes.</li> </ul>	<ul style="list-style-type: none"> <li>We have adopted a recreation maintenance and development plan to be published to the community to address this need.</li> </ul>
<b>4.2 Give support to the retention and expansion of educational facilities in the community.</b>	<ul style="list-style-type: none"> <li>We progressively upgrade and provide community amenities and facilities that cater to the needs of all age groups. This includes recognising particular community group needs that may include adequate medical facilities for local health issues.</li> </ul>	<ul style="list-style-type: none"> <li>We have a clear, published community educational and facilities plan that addresses the community's needs.</li> </ul>
<b>4.3 Community engagement</b>	<ul style="list-style-type: none"> <li>Council proactively engages with all elements of its community in order to make decisions that reflect positively on the future of the Shire.</li> </ul>	<ul style="list-style-type: none"> <li>A clear, documented engagement process with set activities that are tracked and reported against on a quarterly basis.</li> </ul>
<b>4.4 Give support to Arts, Crafts and Cultural activities and Special Events</b>	<ul style="list-style-type: none"> <li>Maintain the present level of support to Arts &amp; Crafts and Cultural Groups.</li> <li>Encourage the conduct of "Special Events" by community and other groups</li> </ul>	<ul style="list-style-type: none"> <li>We publish a monthly calendar of events and actively invest in the promotion of community activities.</li> <li>The Shire will actively facilitate access to suitable tertiary education services to help meet our community's needs.</li> </ul>

### Summary:

Council is being requested to give permission to Balcarres Pty Ltd to extend the café seating area at the Wickepin Hotel to alfresco dining outside and adjacent to the Wickepin Hotel.

### Recommendation:

That Balcarres Pty Ltd of the Wickepin Hotel be permitted to provide alfresco dining outside and adjacent to the Wickepin Hotel on the condition that there is no obstruction to the main part of the Wogolin Street footpath and that pedestrians have clear access to the Hotel and surrounding businesses.

**Voting Requirements:** Simple Majority

**Resolution No 220715-20****Moved Cr Lansdell / Seconded Cr Hinkley**

That Balcarres Pty Ltd of the Wickepin Hotel be permitted to provide alfresco dining outside and adjacent to the Wickepin Hotel on the condition that there is no obstruction to the main part of the Wogolin Street footpath and that pedestrians have clear access to the Hotel and surrounding businesses.

**Carried 8/0**

3.14pm – Natalie Manton entered the Chambers.

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Governance and Community Services

## 10.2.14 – Shire of Wickepin Halls Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton Finance Manager
<b>File Reference:</b>	
<b>Author:</b>	Natalie Manton Finance Manager
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	15 July 2015

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**Enclosure / Attachment:** Shire of Wickepin Halls Questionnaire Report

### Background:





Following a discussion on the proposed upgrade to the Tincurrin Hall during 2014, Council resolved to request that the 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.

Feedback was obtained from community members via an email and printed survey. Comments were also invited in the local newspaper. The survey was completed by 77 respondents representing approximately 10% of the population of the Shire of Wickepin.

### Comment:

A summary of the four halls in the Shire of Wickepin is summarised in the following table:



				
	<b>Wickein Hall</b>	<b>Yealering Hall</b>	<b>Harrismith Hall</b>	<b>Tincurrin Hall</b>
<b>Address</b>	Campbell Street Wickepin	Lot 23827 Sewell Street Yealering	18 Railway Avenue, Harrismith	14 McDougal Street, Tincurrin
<b>Description</b>	Brick and metal clad community building on brick footings with timber floors	Brick and metal clad community hall on concrete and brick footings and timber and concrete floors	Brick and asbestos clad community hall on concrete and steel footings with timber floor	Timber and metal clad community hall on timber footings and floors
<b>Construction Date</b>	1919 (95 yrs old)	1927 (87 yrs old)	1985 (29 yrs old)	1927 (87 yrs old)
<b>Upgrades or renewal</b>	New supper room 1926	Alterations in 1955		2nd hall constructed in Tincurrin
	new Road's Board Office and hall remodelled including extension added at front of building and new floor 1939	Re-floored in 1958		
	new toilets added 1960	New ceiling in early 1970's		
	hall and kitchen refurbished, painted and stage curtain 1963	New kitchen, foyer and toilets added in 1997		
		Portico added 2008		
		Patio added 2009		
		Roof repairs June 2010		
	Refurbished new wiring and painted 20103	Refurbished with new carpet and painted 2013		
<b>Value building and land 2012</b>	\$ 960,000	\$ 840,000	\$ 265,000	\$ 16,000
<b>Estimated replacement cost 2012</b>	\$ 3,550,000	\$ 1,800,000	\$ 1,020,000	\$ 360,000
<b>Municipal Heritage Inventory status</b>	Category 1 - a place of exceptional cultural heritage significance; provide the highest level of recognition and protection available	Category 2 - considerable cultural heritage significance; provide an appropriate level of recognition and protection.	Category 4 - some heritage value but not essential to an understanding of the district	Category 4 - some heritage value but not essential to an understanding of the district
<b>Facilities</b>	4 Main Hall, stage, kitchen and bar area, supper room, men's and ladies toilets and two front rooms.	Main hall an foyer area, kitchen and bar, stage, dressing room and men's and ladies toilets.	Main hall, stage, kitchen	Main hall, stage and kitchen
<b>Current Condition</b>	3 Moderate: Building has been regularly maintained throughout. 21%-70% remaining of Estimated Economic Working Life.	3 Moderate: Building has been regularly maintained throughout. 21%-70% remaining of Estimated Economic Working Life.	3 Moderate: Building has been regularly maintained throughout. 21%-70% remaining of Estimated Economic Working Life.	5 Very Poor: Building in disrepair or uninhabitable with possible structural problems. 0%-5% remaining of Estimated Economic Working Life.
<b>Estimated remaining life</b>	50	50	50	45
<b>Estimated years before major upgrade</b>	13	23	13	2
<b>Future upgrade requirements</b>	upgrade bathrooms, kitchen and bar area	maintenance only	kitchen upgrade	repair or replace roof, wall cladding, internal walls and ceilings, electrical and plumbing, toilets stove and hot water, sand and seal floor boards, painting at a cost of \$175,000
<b>Annual operating cost (average 12-13,13-14 &amp; 14-15)</b>	\$12,563.29	\$21,585.76	\$2,942.75	\$2,521.07
		includes cleaning of public toilets		
<b>Hall hire fees 2014</b>	\$164	\$1,194	327	0
<b>hall equipment hire 2014</b>	18	0	0	0
<b>Total revenue 2014</b>	\$182	\$ 1,194	\$ 327	\$ -
<b>Number of times used in 2014</b>	7	30	36	0
<b>Number of time used where fee was waived</b>	8	12		
<b>value of waived hall hire fees 2013</b>	\$532	\$1,080	\$100	\$0
<b>Who uses the building</b>	Wickein Primary School, P&C, Community Resource Centre	Yealering Primary School, P&C Progress Association, Shire of Wickepin, not for profit community and church groups and local residents.	Dawn Jones	

The detailed results of the Shire of Wickepin Halls survey are enclosed under separate cover.

The major results of the survey were:

- The Wickepin and Yealering Halls received the most usage in the past 12 months.
- The halls generally met the current needs well and were available when required.
- The cleanliness of the halls was regarded as appropriate and it was expected that the halls would be cleaned as required after use.
- The condition of Wickepin and Yealering halls was considered to be very good with the Harrismith Hall regarded as good. The majority of responses regarded the Tincurrin Hall to be in fair to poor condition.
- The safety of the halls was generally considered to be very safe although 9 of the respondents considered the Tincurrin Hall to be very to extremely unsafe.
- The maintenance of the halls was generally regarded as good. A higher proportion of respondents regarded the maintenance of the Tincurrin Harrismith halls to be poor to very poor.
- Fees and charges were considered to be appropriate.
- A high number of people indicated that they would not be likely to use the halls in the Shire of Wickepin in future. Wickepin and Yealering halls were more likely to meet needs quite well in future.
- Most common future improvement required for the Wickepin hall was a kitchen upgrade in 1-4 years.
- A new roof was noted as a future improvement to the Harrismith Hall although several comments also noted the lack of use.
- Comments regarding future improvements to the Tincurrin Hall varied and ranged from doing nothing to completely rebuilding the hall. The majority of responses suggested that something should be done in the next 1-4 years.
- The majority of responses regarded the Wickepin, Yealering and Harrismith as still being needed by the community with opinions divided 50% for and 50% against the need for the Tincurrin Hall.
- The majority of responses suggested that the Wickepin Hall should be maintained in the current state or upgraded and improved.
- Strong support was indicated for maintaining the Yealering Hall in its current state.
- Harrismith Hall responses were slightly in favour of maintaining in its current state with the remaining responses divided between upgrading the building, finding a new use or selling the hall.
- The future of the Tincurrin hall was a vexed question for survey participants with responses ranging from maintain in current state to demolish the hall.

**Statutory Environment:**

Legislation	Requirement
Local Government Act	Sets out the role, purpose, responsibilities and powers of local governments including the preparation of a long term financial plan supported by asset management plans for sustainable service delivery.
Building Code of Australia 2005	Construction and building standards for all buildings in Australia.
Disability Services Act 1993	An Act for the establishment of the Disability Services Commission and the Ministerial Advisory Council on Disability, for the progress of principles applicable to people with disabilities, for the funding and provision of services to such people that meet certain objectives, for the resolution of complaints by such people and for related purposes.
Disability Services Regulations 2004	Current amendments to Disability Services Act (1993)
Health Act 1911	Sets down the legislative requirements in relation to health standards for public buildings, including ablution facilities, and the handling and disposal of hazardous materials including asbestos.
Health (Public Buildings) Regulations 1992	The regulations are intended to address operational matters or those where the BCA is considered inadequate for the protection of public health or safety in and about a public building.
Occupational Health and Safety Act 1984 and associated regulations	Administered in part by local governments to promote and improve standards for occupational health, safety and welfare and to coordinate administration of the laws relating to occupational safety and health for incidental and other purposes.

**Policy Implications:** Hall hire and maintenance policies

**Financial Implications:** Fees and charges  
Annual operating and maintenance costs

**Risk Management:**Service Risk

Service outcomes may be adversely impacted if the project is not undertaken in accordance with the scope and timing as outlined in this plan. This risk has been assessed in accordance with the following definitions:

Consequences	Funding Reduced
Catastrophic	Services will suffer cancellation or reduction to an unacceptable level in the short term which may endanger the public safety.
Major	Service will be negatively impacted leading to a reduction in current service levels in the short to medium term.
Moderate	Service will be negatively impacted leading to a reduction in service levels in the medium term.
Low	Services will be negatively impacted in the medium to long term.

## Funding Risk

An assessment has been conducted of the of risk of building upgrades being cancelled, reduced, postponed or unaffected if external funding source are not approved, reduced or postponed.

The following codes have been used in assessing the risk of Shire of Wickepin halls.

Code	Funding Outcome
X	Funding Application Rejected
O	Funding Amount Reduced
D	Funding Postponed

Code	Council Response
C	Project Cancelled
R	Project Reduced
P	Project Postponed
S	Project Unaffected as is Self-Funded

## Entity Risk Matrix

The service risk and funding risk is combination to arrive at the overall risk to the entity in accordance with the matrix below:

Consequences	Response to Funding Outcome			
	Cancelled	Reduced	Postponed	Self-Funded
Catastrophic	E	E	E	E
Major	H	H	M	H
Moderate	H	M	M	M
Low	M	L	L	L

## Entity Risk Definitions

Code	Description
<b>Extreme</b>	If these projects are not undertaken in accordance with the scope and timeline in the Plan there is an extreme risk that the associated service(s) will be reduced to an unacceptable level leading to a possible risk to public safety.
<b>High</b>	If these projects are not undertaken in accordance with the scope and timeline in the Plan there is a high risk the associated service(s) will be negatively impacted leading to a reduction in current service levels in the short to medium term.
<b>Moderate</b>	If these projects are not undertaken in accordance with the scope and timeline in the Plan there is a moderate risk (greater than 50% chance) the service(s) will be negatively impacted leading to a reduction in services in the medium term.
<b>Low</b>	If these projects are not undertaken in accordance with the scope and timeline in the Plan there is a low risk (less than 50% chance) the associated services will be negatively impacted in the medium to long term.

Wickepin Town Hall Upgrade

	Funding Outcomes		
<b>Risk Assessment</b>	X	O	D
Response	C	C	P
Service Consequence	Major	Major	Major
Entity Risk	H	H	H

Yealering Hall Upgrade

	Funding Outcomes		
<b>Risk Assessment</b>	X	O	D
Response	C	C	P
Service Consequence	Major	Major	Major
Entity Risk	H	H	H

Harrismith Hall Upgrade

	Funding Outcomes		
<b>Risk Assessment</b>	X	O	D
Response	C	C	P
Service Consequence	Catastrophic	Catastrophic	Catastrophic
Entity Risk	E	E	E

Tincurrin Town Hall Upgrade

	Funding Outcomes		
<b>Risk Assessment</b>	X	O	D
Response	C	C	P
Service Consequence	Catastrophic	Catastrophic	Catastrophic
Entity Risk	E	E	E

**Strategic Implications:**Outcome 1

- To develop and maintain quality services and infrastructure.
- Develop effective assets replacement and maintenance programs.
- Develop and fund a ten year plan that will ensure the timely maintenance of Council assets.
- Provide for the replacement of existing and provision for new community assets as the need arises.

Outcome 4

- To provide and encourage the use of a variety of recreational, educational and cultural facilities.
- Progressively upgrade and provide community amenities and facilities that cater to the needs of all age groups. This includes recognising particular community group needs that may include adequate medical facilities for local health issues.

**Summary:**

The results of the community survey showed a general support for the current halls at Wickepin and Yealering.

The current usage of the Harrismith and Tincurrin halls is very limited and future usage is expected to be low. Some community concerns were expressed for the safety and condition of the Harrismith and Tincurrin Halls.

There was a clear indication from the community survey to maintain the Wickepin and Yealering halls in their current state or improve the facilities.

The responses from the community regarding the future of the Harrismith and Tincurrin Halls were divided reflecting a division in the community for retaining or disposing of these facilities. A slightly greater number of responses indicated support for the Harrismith Hall. Half of the responses suggested that the Tincurrin Hall was surplus to requirements with the remaining 50% showing support for the hall.

**Recommendation:**

1. That Council note the responses to the Shire of Wickepin Halls questionnaire.
2. That Council continue to maintain the Wickepin and Yealering halls in their current state or improve the facilities in the future.
3. That Council retain the Harrismith Hall for historical purposes and undertake only basic maintenance to preserve the building and ensure community safety with no future upgrades to the building.
4. That Council retain the Tincurrin Hall for historical purposes and undertake only basic maintenance to preserve the building and ensure community safety with no future upgrades to the building.

**Voting Requirements:** Simple majority

**Resolution No 220715-21**

**Moved Cr Hinkley / Seconded Cr Easton**

That Council note the responses to the Shire of Wickepin Halls questionnaire.

**Carried 8/0**

**Resolution No 220715-22**

**Moved Cr Lansdell / Seconded Cr Lang**

That items 2, 3 and 4 from the Officers recommendation be discussed at a future Forum Session.

**Carried 8/0**

## 11. President's Report

President Steven Martin advised Council of the Central Country Zone meeting he attended along with the CEO on Friday 26 June 2015 at Wickepin and gave an update from the meeting.

President Steven Martin advised of a discussion held with Jim Chown regarding Lomus Road funding.

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Council

## 12. – Chief Executive Officer's Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of Any Interest:</b>	Nil
<b>Date of Report:</b>	14 July 2015

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### Lake Yealering Bowling Club

The Chief Executive Officer has been advised that the resubmitted CSRFF grant application for the conversion of the grass to Synthetic Greens at the Lake Yealering Bowling Club was unsuccessful. An Agenda item has been prepared for the where too next in relation to this item.

### Gardeners Position

The Chief Executive Officer advertised for the position of gardener that was vacated with the resignation of James Mathews so he could take on the Swimming Pool Manager contract. Council received eight applicants and three were chosen for an interview. The successful applicant was Mr Allan Hemley of Wickepin. Allan commenced his duties with the Shire of Wickepin on Monday 6 July 2015.

### Roads to Recovery

Council has received notification of the new four year program for the Federal Governments Roads to Recovery Program. There are no changes to the requirements of Own Source Expenditure; however Council must continue to meet our normal obligation. Councils across Australia will receive an extra \$1.105 billion over the next two years from the Australian Government for local road and street works following the reintroduction of Consumer Price Index-linked fuel excise. The extra \$23 billion revenue raised through the fuel excise and over the next decade will be invested in roads infrastructure. This means that local governments across Australia will receive an extra \$300 million in 2015-16 under Roads to Recovery, on top of the \$700 million they are already receiving – a \$1 billion cash injection in local roads over the next 12 months. In 2016-17, local government will receive an extra \$805 million in addition to the \$350 million they were already scheduled to receive under Roads to Recovery – \$1.155 billion next financial year. The Roads to Recovery Programme allows councils to directly fund local road projects based on local needs, with local knowledge playing a major role in the programme's success. The extra \$1.105 billion being pumped into Roads to Recovery will be paid to councils under the usual formula as part of their regular quarterly payments without any requirement for councils to match the extra money. The final amounts for the Shire of Wickepin are as follows:

Original Funding	Additional New Funding	New Funding life of program	Allocation 15/16	Allocation 16/17	Allocation 17/18	Allocation 18/19
\$1,415,572	\$745,343	\$2,160,915	\$674,212	\$778,917	\$235,929	\$235,929

### Advance Payment 2015/16 Financial Assistance Grants Paid 30 June 2015

The WA Local Government Grants Commission (the Commission) was advised by the Commonwealth Government on 29 June 2015 that an advance payment of Financial Assistance Grants (FAGs) will occur on 30 June 2015, equivalent to half of the 2015/16 funding pool. The total amount to be distributed for the advance payment is \$141,005,653. There will still be four quarterly payments in 2015/16 which will be reduced in total by the early payment. The four quarterly payments will occur in August 2015, November 2015, February 2016 and May 2016. The early payments have been calculated based on 2014/15 relativities and as such the total of the four quarterly payments in 2015/16 **will not** match the early payment. Council budget for 2015/16 recognises the reduction in the 2015/16 FAGs payments.

<b>03 OTHER PURPOSE GENERAL INCOME</b>				<b>2014/2015</b>	<b>2015/2016</b>
<b>0181</b>	<b>Grants Commission General Purpose</b>				
	2015/2016 Allocation 50% Balance paid 14/15	983,315			
	2014/2015 Allocation 100%	950,035	<b>(955,607)</b>	<b>(505,685)</b>	
	2013/14 Allocation	941,648			
	Difference 14/15	<b>+ 33,280</b>			
<b>0201</b>	<b>Grants Commission General Purpose - Roads</b>				
	2015/2016 Allocation 50% Balance paid 14/15	492,859			
	2014/2015 Allocation 100%	495,189	<b>(498,640)</b>	<b>(226,400)</b>	
	2013/2014 Allocation	458,618			
	Difference 14/15	<b>- 2,330</b>			

### Shire of Wickepin 2014 Operational Audit and Asset Management System Review Publication

The Economic Regulation Authority (ERA) has published the 2014 performance audit (Audit) and asset management system review report, and the post-audit and post-review implementation plan, for the Shire of Wickepin's water services licence WL27. The ERA is satisfied that the Shire of Wickepin has demonstrated an adequate level of compliance with its licence conditions, and has an effective asset management system. The ERA has decided to retain the period of time until the next Audit and Review at 36 months.

### Meetings Attended

<b>May 2015</b>	
18 <sup>th</sup>	Staff Meeting after Council Meeting
23 <sup>rd</sup>	Attended LGMA Branch meeting in Brookton with Natalie Manton. Johnathon Seth (CEO) and Jordon Reid from LGIS were in attendance to discuss Insurance in general.
24 <sup>th</sup>	Meeting with Lake Yealering Bowling Club representatives to discuss options if CSRFF is unsuccessful.
26 <sup>th</sup>	Attended opening session of the Central Country Zone hosted by the Shire of Wickepin
<b>July 2015</b>	
1 <sup>st</sup>	Budget Workshop
7 <sup>th</sup>	FCO Meeting



**Delegations**

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing Cheques	June 2015	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	Movie Night	17 July 2015	Wickepin Community Resource Centre
			Women in Agriculture Event	29 July 2015	Facey Group
A13	Hire of Community Halls / Community Centre	CEO			

**Recommendations:**

That Council endorses the Chief Executive Officer's Report dated 14 July 2015.

**Voting Requirements:** Simple majority

**Resolution No 220715-23**

**Moved Cr Lang / Seconded Cr Allan**

That Council endorses the Chief Executive Officer's Report dated 14 July 2015.

**Carried 8/0**

13. **Notice of Motions for the Following Meeting**
14. **Reports & Information**
15. **Urgent Business**
16. **Closure**

There being no further business the Presiding Officer declared the meeting closed at 3.34pm.