

Minutes

ORDINARY MEETING OF COUNCIL
20 JULY 2016
COUNCIL CHAMBERS
WICKEPIN



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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 20 July 2016**

The President declared the meeting open at 3.36pm.

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

President	Cr JA Russell
Deputy President	Cr WA Astbury
Councillor	Cr SJ Martin
Councillor	Cr FA Allan
Councillor	Cr MG Lang
Councillor	Cr AG Lansdell
Councillor	Cr GCL Hinkley
Chief Executive Officer	Mr MJ Hook
Deputy Chief Executive Officer	Mrs NA Manton
Executive Support Officer	Ms LG Pearson (Minute Taker)

Leave of Absence (Previously Approved)

Apologies

Councillor Cr RE Easton

2. Public Question Time

President Julie Russell welcomed the new Officer in charge of Wickepin Police Station, Sergeant Andrew Brown to Wickepin.

3. Applications for Leave of Absence/Apologies

Resolution No 200716-01

Moved Cr Martin / Seconded Cr Hinkley

That Council grant a leave of absence for the Ordinary Council meeting on 17 August 2016 for the following Councillor;

Cr AG Lansdell

Carried 7/0

4. Petitions, Memorials and Deputations

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

Item	Item Title	Councillor/Officer	Interest	Reason
10.2.08	Shire of Wickepin Community Grant Applications – Wickepin Districts Sports Club (Inc.)	CEO Mark Hook	Financial	Committee member of the Wickepin District Sports Club.
10.2.08	Shire of Wickepin Community Grant Applications – Wickepin Districts Sports Club (Inc.)	Cr Allan Lansdell	Financial	Committee member of the Wickepin District Sports Club.
10.2.09	Shire of Wickepin Community Grant Applications – Wickepin Bowling Club	CEO Mark Hook	Financial	President of the Wickepin Bowling Club.
10.2.09	Shire of Wickepin Community Grant Applications – Wickepin Bowling Club	Cr Allan Lansdell	Financial	Committee member of the Wickepin Bowling Club.
10.2.10	Shire of Wickepin Community Grant Applications – Lake Yealering Bowling Club	Cr Fran Allan	Financial	Treasurer of the Lake Yealering Bowling Club.

6. Confirmation of Minutes – Ordinary Meeting of Council – 15 June 2016

Resolution No 200716-02

Moved Cr Martin / Seconded Cr Lang

That the minutes of the Ordinary Council meeting held on Wednesday 15 June 2016 be confirmed as a true and correct record.

Carried 7/0

7. Receival of Minutes

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
729-150616-08	Transfer to Reserves 2015/2016	CEO	<p>That Council transfers the following amounts to the following reserves prior to the 30th June 2016:</p> <ul style="list-style-type: none"> • Wickepin Saleyards \$500 • Cottage Homes \$3,000 • Yarling Court Singles Accommodation \$12,000 • Joint Venture Accom. Collins St \$7,000 • Transfer Plant Reserve (Com. Bus Included) \$13,812 • Transfer to Building Reserve \$40,000 • Sewerage Reserve \$20,000 • Transfer to Swimming Pool Reserve \$25,000 • Transfer to Plant Reserve (saving on plant purchases) \$37,763 <p>TOTAL \$159,075</p> <p>That Council transfers the following amounts from the following reserves to Council's Municipal Fund prior to the 30th June 2016:</p> <ul style="list-style-type: none"> • Computer Reserve \$5,000 <p>TOTAL \$5,000</p>	✓	<p>Finance Officer has been advised.</p> <p>Transfers have been done.</p>
730-150616-09	Review of Caravan Park Agreements	CEO	That Council write to all existing caretaker Managers asking if they would like their contracts renewed for a further 2 year period.	✓	Letters sent 20/06/2016.
731-150616-10	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 15 June 2016.	✓	Copy placed in file with new resolution number 20/06/2016.
732-150616-12	Chief Executive Officers – Annual Performance Appraisal 2016	CEO	<p>That Council:</p> <ol style="list-style-type: none"> 1. Notes that Mr Mark Hook's Performance Review in his role as Chief Executive Officer for the Shire of Wickepin for 2016 has been undertaken; 2. Endorses Mr Hook's overall rating of 'Satisfactory'; 3. Schedules the next review of the CEO's performance to be conducted by March 2017; 4. Endorses the Key Result Areas for the 2016/17 appraisal period. 	✓	<p>Finance Officer has been advised 17/06/2016.</p> <p>CEO has been advised.</p>
733-150616-13	Chief Executive Officers – Annual review	CEO	<p>That Council increase the Current Chief Executive Total Salary Package to the following as of the first pay period on or after the 1st July 2016:</p> <p>6.2 Total Reward Package Components</p> <p>The components of the Total Reward Package are:</p> <ul style="list-style-type: none"> 6.2 salary (cash component) \$122,800 per year; 6.3 The benefit value of the provision of a motor vehicle for private use \$12,694 per year; 	✓	<p>Finance Officer has been advised 17/06/2016.</p> <p>CEO has been advised.</p>

Item	Subject/Action	Officer/ File	Progress	Status	Comment
			6.4.1 Superannuation 9.5% \$ 11,666 per year 6.5.1 Housing Allowance \$7,650 per year 6.5.2 Housing Utilities Up to \$ 5,000 per year Total: \$159,810 per year		
734-150616-14	Manager of Works – Salary Review	CEO	That Council increase the Manager of Works salary package to the following as of the first pay period on or after the 1st July 2016. 6.2. Salary (cash component) \$ 80,820 per year; 6.3 The benefit values of the provision of a motor vehicle \$ 13,857per year; 6.4.1 Superannuation 9.5%\$ 7,678 per year 6.4.2 Superannuation 3% \$ 2,425 per year 6.5.2 Housing - Allowance rental \$8,320 per year 6.5.1 Housing - Utilities up to \$ 5,000per year 6.6 Other benefits – uniform allowance \$400 per year; Total: \$118,500 per year	✓	Finance Officer has been advised 17/06/2016. Manager of Works has been advised.
735-150616-16	Townscape and Cultural Planning Committee Meeting Recommendations	CEO	That Council pass the following recommendations: <ul style="list-style-type: none"> • That the garden beds opposite the Wickepin Community Centre be planted with red and white colour roses. • That the pergola construction at the Harrismith Cemetery be held over to the 2016/2017 budget for further consideration by the Harrismith Community Centre Committee. 	✓	Manager of Works has been advised 17/06/2016.

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

Governance, Audit and Community Services

10.2.01 – Financial Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Natalie Manton - Finance Manager
File Reference:	FM.FR.1212
Author:	Natalie Manton – Finance Manager
Disclosure of any Interest:	Nil
Date of Report:	5 July 2016

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 2016 as presented be received.

Voting Requirements: Simple majority

Resolution No 200716-03

Moved Cr Allan / Seconded Cr Astbury

That the financial statements tabled for the period ending 30 June 2016 as presented be received.

Carried 7/0

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:	FM.FR.1212
Author:	Natalie Manton - Finance Manager
Disclosure of any Interest:	Nil
Date of Report:	5 July 2016

Enclosure / Attachment: List of Accounts

Background: List of Accounts remitted during the period from 1 June 2016 to 30 June 2016.

	<u>Vouchers</u>	<u>Amounts</u>
Municipal Account		
EFT	6429,6436-6508	128,062.69
Cheques	15326 - 15335	16,015.94
Payroll	June	83,202.81
Superannuation	June	13843.87
Credit Card and Journal	June	5,721.86
Trust		
EFT		
Chq	1272 - 1272	469.92
TOTAL		
\$247,317.09		

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: 3.1.8 - Cheque Issue

Strategic Implications: Not applicable

Recommendation: That Council acknowledges that payments totaling **\$247,317.09** 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 200716-04

Moved Cr Martin / Seconded Cr Allan

That Council acknowledges that payments totaling **\$247,317.09** 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 7/0

List of Accounts Due & Submitted to Committee

Jun-16

Chq/EFT	Date	Name	Description	Muni	Trust
1272	08/06/2016	BCITF	BCITF MAY 2016		\$ 269.92
1273	27/06/2016	Bitone Caravan Club	REFUND YEALERING HALL HIRE BOND		\$ 200.00
EFT6429	03/06/2016	WESTERN AUSTRALIAN TREASURY CORP	Loan No. 101 Interest payment -	\$ 2,233.67	
EFT6433	08/06/2016	BUILDING COMMISSION, DEPARTMENT OF	BUILDING LEVY COMMISSION MAY 2016		\$ 185.55
EFT6434	08/06/2016	WICKEPIN LADIES HOCKEY CLUB	KIDSPORT VOUCHERS		\$ 350.00
EFT6435	08/06/2016	WICKEPIN FOOTBALL CLUB	AUSKICK KIDSPORT VOUCHERS		\$ 440.00
EFT6436	13/06/2016	AUSTRALIA POST	POSTAGE MAY 2016	\$ 201.03	
EFT6437	13/06/2016	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT RECOVERY FEES- RATES 24 CONNOR ST YEALERING, LOT	\$ 1,750.50	
EFT6438	13/06/2016	YVONNE BOWEY CONSULTING	CONSULTANCY FEES- CORRECT PLANT DEPRECIATION, MONTHLY	\$ 1,837.50	
EFT6439	13/06/2016	AMANDA LOUISE BULLOCK	REIMBURSE 50% FEES FOR RECORDKEEPING COURSE	\$ 495.00	
EFT6440	13/06/2016	YEALERING AGPARTS & REPAIRS	PURCHASE 1 X HONDA MOTOR 5.5HP, 6 TO 1 REDUCTION, PULL	\$ 1,034.00	
EFT6441	13/06/2016	COURIER AUSTRALIA	FREIGHT FOOD SAMPLES FOR TESTING	\$ 9.65	
EFT6442	13/06/2016	COVS PARTS PTY LTD	LOCKTITE 577 CAT 12H GRADER	\$ 29.38	
EFT6443	13/06/2016	KELLY COCHRANE	CLEANING MAY 2016- YEALERING HALL, TOILETS, CARAVAN PARK	\$ 212.50	
EFT6444	13/06/2016	EWEN RURAL SUPPLIES	MAY 2016 ACCOUNT- REFRESHMENTS, ROADSIDE SPRAY, STORM	\$ 4,948.20	
EFT6445	13/06/2016	Evergreen Synthetic Grass	COMPLETION YEALERING SYNTHETIC BOWLING GREEN	\$ 20,346.90	
EFT6446	13/06/2016	EASIFLEET	VEHICLE LEASE FACEY GROUP JUNE 2016	\$ 438.49	
EFT6447	13/06/2016	FRANK WESTON & CO	BUNDLE 50mm GALV STEEL POSTS FOR LAKES RD	\$ 1,741.74	
EFT6448	13/06/2016	GREAT SOUTHERN FUEL SUPPLIES	MAY 2016 FUELS AND OILS	\$ 16,237.93	
EFT6449	13/06/2016	HARRISMITH COMMUNITY CENTRE	SPONSORSHIP- HARRISMITH PHOTO COMPETITION MAY 16	\$ 1,200.00	
EFT6450	13/06/2016	ELIZABETH HEFFERNAN	CLEANING- ALBERT FACEY HOMESTEAD MAY 16	\$ 40.00	
EFT6451	13/06/2016	HARRIS ZUGLIAN ELECTRICS	INSTALL NEW PA POLE, METER BOX, UNDERGROUND MAINS TO OLD	\$ 7,292.22	
EFT6452	13/06/2016	JOHN PHILLIPS CONSULTING	2016 CEO APPRAISAL	\$ 1,980.00	
EFT6453	13/06/2016	KNIGHTLINE COMPUTERS	12V BATTERY FOR LINE MARKER MACHINE	\$ 74.95	
EFT6454	13/06/2016	RJ & LJ KNOX	SUPPLY 50TN SAND- CRICKET PITCH, PINGELLY RD, PARKS IN	\$ 1,056.00	
EFT6455	13/06/2016	NARROGIN HIRE SERVICE	RETICULATION PARTS- WICKEPIN CEMETERY	\$ 123.30	
EFT6456	13/06/2016	GREAT SOUTHERN WASTE DISPOSAL	RUBBISH COLLECTION MAY 2016- COMMERCIAL, DOMESTIC AND	\$ 6,714.40	
EFT6457	13/06/2016	NARROGIN HARDWARE MAKIT	PRIVACY DOOR LOCK SET PUBLIC CONVENIENCES	\$ 47.50	
EFT6458	13/06/2016	NARROGIN RETRAVISION	REPAIR WATER LEAK IN AIRCON AT 10 SMITH ST WICKEPIN	\$ 294.00	
EFT6459	13/06/2016	NARROGIN QUARRY OPERATIONS	30 TONNE BLUE METAL DUST- BRIDGES AND CULVERTS	\$ 479.25	

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EFT6460	13/06/2016	NARROGIN PACKAGING	3 X TOILET ROLL DISPENSERS WICKEPIN PUBLIC TOILETS	\$	552.00
EFT6461	13/06/2016	STAR TRACK EXPRESS	FREIGHT ON PARTS FROM WESTRAC FOR GRADER, HINO FOR 700	\$	190.62
EFT6462	13/06/2016	NARROGIN TOYOTA	SHARPEN 2 CHAIN SAWS	\$	20.00
EFT6463	13/06/2016	PCS	COMPUTER SCREEN- 23" LCD AMDIN OFFICE	\$	245.00
EFT6464	13/06/2016	MAUREEN SUSAN PREEDY	CLEANING MAY 2016- YEALERING HALL, TOILETS, CARAVAN PARK	\$	485.00
EFT6465	13/06/2016	Primaries Real Estate	ADVERTISING- SALE OF 5 SMITH ST WICKEPIN	\$	550.00
EFT6466	13/06/2016	ROCLA	PIPES- 6 X CLASS 4 PIPES PINGELLY RD	\$	479.09
EFT6467	13/06/2016	RSA WORKS	CONSULTANT- UPDATE ROAD SAFETY AUDITS HARRISMITH STH RD,	\$	2,035.00
EFT6468	13/06/2016	LIONEL ANTHONY RIGBY	WICKEPIN CARAVAN PARK COMMISSION MAY 2016	\$	61.27
EFT6469	13/06/2016	PETER STRIBLING	YEALERING CARAVAN PARK COMMISSION MAY 2016	\$	146.59
EFT6470	13/06/2016	RJ SMITH ENGINEERING	REPAIR CHASSIS OF SIDE TIPPER P3680	\$	3,203.20
EFT6471	13/06/2016	ANTONY SMITH	CLEANING INDOOR NETBALL COURTS MAY 2016	\$	1,752.20
EFT6472	13/06/2016	WESTRAC EQUIPMENT	2 X 20L DRUMS COOLANT- 12H GRADER	\$	225.21
EFT6473	13/06/2016	WESTERN AUSTRALIAN TREASURY CORP	Loan No. 100 Interest payment -	\$	2,123.39
EFT6474	13/06/2016	WICKEPIN NEWSAGENCY	CATERING, MILK, PAPERS MAY 2016	\$	262.30
EFT6475	13/06/2016	MECHANICAL & DIESEL SERVICES	PARTS HINO 700 SERIES TRUCK- AIR TOGGLE SWITCH	\$	173.80
EFT6476	21/06/2016	AUSTRALIAN TAXATION OFFICE	FRINGE BENEFITS TAX 2016	\$	4,130.93
EFT6477	21/06/2016	FRANCES ALLAN	COUNCILLOR ALLOWANCES JAN-JUNE 2016	\$	1,852.28
EFT6478	21/06/2016	WES ASTBURY	COUNCILLOR ALLOWANCES JAN-JUNE 2016	\$	1,085.32
EFT6479	21/06/2016	COURIER AUSTRALIA	FREIGHT ON LIBRARY BOOKS	\$	28.35
EFT6480	21/06/2016	CHEDOONA ENVIRONS	NATIVE PLANTS/SHRUBS, FACEY GROUP BUILDING	\$	261.50
EFT6481	21/06/2016	Derbahi Pty Ltd	PUMP OUT SEPTIC TANKS- YEALERING CARAVAN PARK	\$	547.00
EFT6482	21/06/2016	ROSS EDWIN EASTON	COUNCILLOR ALLOWANCES JAN-JUNE 2016	\$	1,140.24
EFT6483	21/06/2016	AC & EJ FULFORD & CO	EXCAVATION AT RUBBISH TIP- DOMESTIC, METAL AND TYRE DUMPS	\$	5,808.00
EFT6484	21/06/2016	CR GERRI HINKLEY	COUNCILLOR ALLOWANCES JAN-JUNE 2016	\$	2,638.40
EFT6485	21/06/2016	KEL'S TYRES	2 X TYRES FITTED MWS UTE- B/STONE 840	\$	616.00
EFT6486	21/06/2016	MURRAY GRAYDEN LANG	COUNCILLOR ALLOWANCES JAN-JUNE 2016	\$	856.00
EFT6487	21/06/2016	CR ALLAN LANSDALL	COUNCILLOR ALLOWANCES JAN-JUNE 2016	\$	900.32
EFT6488	21/06/2016	STEVEN JOHN MARTIN	COUNCILLORS ALLOWANCES JAN-JUNE 16	\$	1,008.88
EFT6489	21/06/2016	JAMES MATTHEWS	RABBIT CONTROL- BAITING HEFFERNAN RD	\$	640.00
EFT6490	21/06/2016	NARROGIN HIRE SERVICE	RETICULATION PIPE AND PARTS- FACEY GROUP BUILDING	\$	180.00
EFT6491	21/06/2016	NORTH STAR TRANSPORT	FREIGHT STRATCO FENCING FOR HARRISMITH CEMETERY	\$	98.28
EFT6492	21/06/2016	NARROGIN AGRICULTURAL REPAIRS	DIAMOND WHEEL- TUNGSTEN CHAIN SHARPENER	\$	475.00

Attachment- Item 10.2.02

EFT6493	21/06/2016	PCS	COMPUTER UPDATE SYNERGY TREND AND PLAY ACCOUNT...	\$	297.50
EFT6494	21/06/2016	PARRYS	WORKBOOTS- BLUNDSTONE C PLUMB	\$	99.00
EFT6495	21/06/2016	WESTRAC EQUIPMENT	REPAIR BRAKING SYSTEM ON CAT 12H GRADER, INC TRAVEL	\$	2,288.11
EFT6496	21/06/2016	WICKEPIN HOTEL AND HARVEST CAFE	REFRESHMENTS COUNCIL MEETING	\$	43.20
EFT6497	27/06/2016	HILLARY JOY RIGBY	REFUND FOR YEALERING HALL HIRE BOND	\$	200.00
EFT6498	27/06/2016	BURGESS RAWSON (WA) PTY LTD	REIMBURSE WATER USAGE WICKEPIN PUBLIC TOILETS 13 APR TO	\$	161.49
EFT6499	27/06/2016	BEST OFFICE SYSTEMS	PHOTOCOPY/PRINTER CHARGES 23/05 TO 23/06/16	\$	1,060.21
EFT6500	27/06/2016	CSE CROSSMAN	3 X VERTEX PORTABLE VHF RADIOS INC PROGRAMMING HI BAND	\$	3,309.90
EFT6501	27/06/2016	AC & EJ FULFORD & CO	PUSHING GRAVEL CEMETERY PIT, GRADER CUTTING AND	\$	10,340.00
EFT6502	27/06/2016	ELIZABETH HEFFERNAN	CLEANING ALBERT FACEY HOMESTEAD X 2 HRS	\$	40.00
EFT6503	27/06/2016	JASON SIGNMAKERS	2 X HARRISMITH 'DONT GO WILD' ENTRANCE SIGNS	\$	847.00
EFT6504	27/06/2016	LANDVISION	COUNCIL REPORT- PLANNING SCHEME AMMENDMENT TINCURRIN	\$	1,650.00
EFT6505	27/06/2016	MOORE STEPHENS	ANALYSIS FBT, PREPARATION OF DECLARATIONS YEAR EENDEED 31	\$	1,430.00
EFT6506	27/06/2016	NARROGIN TOYOTA	SHARPEN 2 X CHAINSAWS	\$	20.00
EFT6507	27/06/2016	JOHN SEEBER	DRAFT PLANS, ELEVATIONS FOR CARPORTS AT DEPOT	\$	280.00
EFT6508	27/06/2016	SOUTHWEST PRINT GROUP	STATIONERY- A4 PRINTED LETTERHEADS X 1000	\$	407.00
15326	13/06/2016	SHIRE OF WICKEPIN	VEHICLE, MACHINERY AND TRAILER REGISTRATIONS 2016	\$	6,885.70
15327	13/06/2016	TELSTRA	SATELLITE PHONE- 04 JUN TO 03 JUL 16	\$	35.00
15328	13/06/2016	WATER CORPORATION	WATER- STORAGE TANK RABBIT PROOF FENCE ROAD 1ST MAY TO	\$	37.88
15329	13/06/2016	WICKEPIN RURAL SERVICES	ROADSIDE SPRAYING-CHEMICAL METSYLFURON, WEEDMASTER	\$	592.90
15330	21/06/2016	CR JULIE RUSSELL	COUNCILLOR ALLOWANCES JAN-JUNE 2016	\$	1,994.40
15331	21/06/2016	SYNERGY	ELECTRICITY- STREETLIGHTS 25/04 TO 24/05/16	\$	2,954.85
15332	21/06/2016	WATER CORPORATION	WATER- YARLING COURT, STAFF HOUSING, JOINT UNITS, WICKEPIN	\$	2,714.74
15333	27/06/2016	SHIRE OF WICKEPIN	2016/17 REGISTRATION FORD 1971 TRACTOR	\$	100.50
15334	27/06/2016	SYNERGY	ELECTRICITY 9 APR - 9 JUNE 10 CAMPBELL ST WICKEPIN	\$	97.20
15335	27/06/2016	WATER CORPORATION	WATER USAGE- YEALERING HALL, OVAL, HONEYMAN PARK,	\$	602.97
DD9006.1	08/06/2016	WA LOCAL GOVERNMENT SUPER PLAN	Payroll deductions	\$	5,708.50
DD9006.2	08/06/2016	RAMSAY SUPERANNUATION FUND	Superannuation contributions	\$	56.23
DD9006.3	08/06/2016	PRIME SUPER	Superannuation contributions	\$	172.46
DD9006.4	08/06/2016	ING CUSTODIANS PTY LTD	Superannuation contributions	\$	183.85
DD9006.5	08/06/2016	MTAA SUPER FUND	Superannuation contributions	\$	348.49
DD9006.6	08/06/2016	ANZ SUPER - ALLAN HEMLEY	Superannuation contributions	\$	172.46
DD9006.7	08/06/2016	TREMAVNE SUPERANNUATION FUND	Superannuation contributions	\$	69.09

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DD9006.8	08/06/2016	COLONIAL FIRST STATE	Superannuation contributions	\$ 180.12
DD9011.1	22/06/2016	WA LOCAL GOVERNMENT SUPER PLAN	Payroll deductions	\$ 5,798.77
DD9011.2	22/06/2016	RAMSAY SUPERANNUATION FUND	Superannuation contributions	\$ 134.95
DD9011.3	22/06/2016	PRIME SUPER	Superannuation contributions	\$ 172.46
DD9011.4	22/06/2016	ING CUSTODIANS PTY LTD	Superannuation contributions	\$ 183.85
DD9011.5	22/06/2016	MTAA SUPER FUND	Superannuation contributions	\$ 348.49
DD9011.6	22/06/2016	ANZ SUPER - ALLAN HEMLEY	Superannuation contributions	\$ 172.46
DD9011.7	22/06/2016	TREWAYNE SUPERANNUATION FUND	Superannuation contributions	\$ 93.47
DD9011.8	22/06/2016	COLONIAL FIRST STATE	Superannuation contributions	\$ 48.22
		ANZ	Credit Card	\$ 396.60
		ANZ	Merchant Fees	\$ 99.50
		Westnet	Internet Fees	\$ 174.90
		BEST OFFICE SYSTEMS	Copier Lease	\$ 358.60
		James Matthews	Pool Manager Contract May 2016	\$ 4,653.86
		ANZ	Bank Fees	\$ 38.40
				\$ 163,644.36
				\$ 1,445.47

Attachment- Item 10.2.02

Governance, Audit and Community Service

10.2.03 – Community Development Officer's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Lee Parker, Community Development Officer
File Reference:	CM.PLA.404
Author:	Lee Parker, Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	1 July 2016

Enclosure / Attachment:

<p>Arts and Cultural</p>	<p>Art Prize 2016</p> <ul style="list-style-type: none"> • Planning meetings • Correspondence with artists • Sponsorship discussions <p>Sculpture Workshops</p> <ul style="list-style-type: none"> • Co-ordinated retention of power poles from Wickepin for the workshops and sculpture installation • Correspondence with CAN WA • Correspondence with sculptor • Correspondence with potential participants of workshops <p>Dryandra Country Art Food and Wine Trail</p> <ul style="list-style-type: none"> • Correspondence and meeting with Dryandra Committee • Meeting with photographer for trail <p>Other</p> <ul style="list-style-type: none"> • Correspondence and meetings with Harrismith re Photographic Competition to be held on 17th September
<p>Community Development</p>	<p>Townscape</p> <ul style="list-style-type: none"> • Site meetings Harrismith and Wickepin with TPG regarding trails and signage • Discussions & correspondence with TPG, Yealering Progress Association, Harrismith Community Centre Committee with regards the approved Lotterywest grants and information needed for signs • Brief requesting a quote for Yealering Foreshore master/concept plan <p>Wickepin Cemetery</p> <ul style="list-style-type: none"> • Maintained correspondence with the families • Landscaping discussion and final steps for completion • Preliminary planning for opening <p>Other</p> <ul style="list-style-type: none"> • Meetings and discussion with CRC: • Provided notes for Facebook page, mail out and Instagram • Follow up grant opportunities for Shire of Wickepin projects. • Informed community members on grant opportunities and events.

Economic Development	Facey Carriage Drive <ul style="list-style-type: none"> Correspondence with organising committee re 2016 drive
Tourism, Marketing and Promotion	<ul style="list-style-type: none"> Promotion through social media. Press Release and images to Caravanning Australia Correspondence with Caravanning Magazines
Special Needs Groups including Youth, Disabled and Older People.	Johnston Park <ul style="list-style-type: none"> Acquittal submitted to Wheatbelt Development Commission Provided information to and requested audit by Butler & Settineri
Sport and Recreation	Kidsport <ul style="list-style-type: none"> Processed vouchers Correspondence with Sport and Recreation Assisted individuals and provided support to clubs Conversations with kidsport support re continual website problems
Governance Other	<ul style="list-style-type: none"> Staff support as needed

Projects Currently On CDO Desk

Facey Carriage Drive	<ul style="list-style-type: none"> Carriage drive third weekend in October 2016 Shire support in-kind
Wickepin Art Prize	<ul style="list-style-type: none"> Third weekend in October 2016 Townscape initiative Shire support in-kind and sponsorship of prizes
Wickepin Cemetery	<ul style="list-style-type: none"> Landscaping underway Official opening on 14th October 2016
Walk Trails Signage	<ul style="list-style-type: none"> Grant Approved. Signage in Harrismith Yealering and Wickepin Funded by Lotterywest and Shire
Grants	<ul style="list-style-type: none"> CAN WA grant approved
Johnston Park Development and Play Equipment	<ul style="list-style-type: none"> Build completed. Acquittal submitted. Pending approval. Wheatbelt Development Commission funded – Creating Aged Friendly Communities Shire support in kind and materials
Dryandra Country Art Food and Wine Trail	<ul style="list-style-type: none"> Mother's Day weekend - Annual event Shire support in kind 2017 planning

Project Name	Funding Organisation	Amount Requested exc Gst	Status
Walktrail Projects	Lotterywest	\$36,168.	Approved Council Contribution \$15,000 (\$5000/town)
Sculpture Project	CAN WA Catalyst Fund	\$7,655.	Approved Council Contribution \$5,800 (in-kind)

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 1 July 2016

Voting Requirements: Simple majority.

Resolution No 200716-05

Moved Cr Lang / Seconded Cr Allan

That council notes the report from the Community Development Officer dated 1 July 2016.

Carried 7/0

Governance, Audit & Community Services

10.2.04 - Dual Fire Control Officers 2016/2017 – Shire of Pingelly

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Shire of Pingelly
File Reference:	ES.APN.901
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	24 June 2016

Enclosure / Attachment: Nil

Background:

Council has received a letter from the Shire of Pingelly requesting Rodney Leonard Shaddick, Robert Alexander Kirk, Victor Arthur Lee, Andrew Augustin Marshall and Sam MacNamara be appointed as a Dual Fire Control Officers with the Shire of Wickepin.

Comment:

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

Statutory Environment: Bush Fires Act 1954.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary:

Council is being requested by the Shire of Pingelly to appoint Rodney Leonard Shaddick, Robert Alexander Kirk, Victor Arthur Lee, Andrew Augustin Marshall and Sam MacNamara as Dual Fire Control Officers for the 2016/2017 fire season.

Recommendation:

That council appoints Rodney Leonard Shaddick, Robert Alexander Kirk, Victor Arthur Lee, Andrew Augustin Marshall and Sam MacNamara as Dual Fire Control Officers from the Shire of Pingelly for the 2016/2017 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

Voting Requirements: Simple majority

Resolution No 200716-06

Moved Cr Allan / Seconded Cr Astbury

That council appoints Rodney Leonard Shaddick, Robert Alexander Kirk, Victor Arthur Lee, Andrew Augustin Marshall and Sam MacNamara as Dual Fire Control Officers from the Shire of Pingelly for the 2016/2017 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

Carried 7/0

Governance, Audit and Community Services

10.2.05 – Harrismith Caravan Park Agreement

Submission To:	Ordinary Council
Location / Address:	Harrismith Caravan Park
Name of Applicant:	Oasis Hotel Russell and Judy Gray
File Reference:	CP.USG.508
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	4 th July 2016

Enclosure / Attachment: 2016/2018 Agreement for the Harrismith Caravan Park

Background:

The existing Caravan Park Agreement for the Harrismith Caravan Park between Russell and Judy Gray of 28 Railway Avenue, Harrismith, Western Australia 6361 expired on 30 June 2016.

This matter was put to the Ordinary Council Meeting held on 15 June 2016 where the following resolution was passed:

Resolution No 150616-09

Moved Cr Martin / Seconded Cr Astbury

That Council write to all existing caretaker Managers asking if they would like their contracts renewed for a further 2 year period.

Carried 7/0

Comment:

The Chief Executive Officer has written to Harrismith Caravan Park managers and they have verbally advised that they wish to re-sign an agreement for a further two year term based on the previous 2014/2016 agreement with no changes.

Statutory Environment: *Local Government Act 1995*

Policy Implications: Nil

Financial Implications:

The agreement sets out the parameters of the proposed financial arrangements under the Agreement for a two year period from 1 July 2016 to 30 June 2018.

The Harrismith Caravan Park takings from 1 July 2015 to 30 June 2016 was \$2,681.81.

The total Commissions paid as per the agreement are unknown as they are taken at point of taking the bookings for the caravan park.

There are no changes recommended from the 2014-2016 agreement to the 2016-2018 agreement for the Harrismith Caravan Park.

Strategic Implications:

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

Summary:

Council is being requested to sign the proposed agreement for the Harrismith Caravan Park with Russell and Judy Gray of 28 Railway Avenue, Harrismith, Western Australia 6361 for a two year period 1 July 2016 to 30 June 2018

Recommendation:

That Council adopts the attached agreement between Russell and Judy Gray of 28 Railway Avenue, Harrismith, Western Australia 6361 for the two year period 1 July 2016 to 30 June 2018 for the management of the Harrismith Caravan Park.

Voting Requirements: Simple majority

Resolution No 200716-07**Moved Cr Lansdell / Seconded Cr Allan**

That Council adopts the attached agreement between Russell and Judy Gray of 28 Railway Avenue, Harrismith, Western Australia 6361 for the two year period 1 July 2016 to 30 June 2018 for the management of the Harrismith Caravan Park.

Carried 7/0

Governance, Audit and Community Services

10.2.06 – Wickepin Caravan Park Agreement

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	CP.USG.508
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	4 July 2016

Enclosure / Attachment: 2016/2018 Agreement for the Wickepin Caravan Park

Background:

The existing Caravan Park Agreement for the Wickepin Caravan Park between the Shire of Wickepin and Lionel Anthony Rigby of 7 Fisher Street Wickepin, Western Australia 6370 Expired on the 30th June 2016.

This matter was put to the Ordinary Council Meeting held on 15 June 2016 where the following resolution was passed:

Resolution No 150616-09

Moved Cr Martin / Seconded Cr Astbury

That Council write to all existing caretaker Managers asking if they would like their contracts renewed for a further 2 year period.

Carried 7/0

Comment:

The Chief Executive Officer has written to the Wickepin Caravan Park manager Mr, Lionel Anthony Rigby who has reviewed his agreement and has advised verbally that he wishes to re-sign an agreement for a further two year term with the only amendment being the agreement being in joint names with Mrs Kirstein Rigby.

Statutory Environment: *Local Government Act 1995*

Policy Implications: Nil

Financial Implications:

The agreement sets out the parameters of the proposed financial arrangements under the Agreement for a two year period from 1 July 2016 to 30 June 2018.

The Wickepin Caravan Park takings from 1 July 2015 to 30 June 2016 was \$11,850.84.

The total amounts paid as per the agreement are \$9,645.33.

Strategic Implications:

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

Summary:

Council is being requested to sign the proposed agreement of the Wickepin Caravan Park with Mr Lionel Anthony Rigby and Mrs Kirstein Rigby of 7 Fisher Street Wickepin, Western Australia 6370 for the two year period 1 July 2016 to 30 June 2018.

Recommendation:

That Council adopts the attached agreement Lionel Anthony Rigby and Kirstein Rigby of 7 Fisher Street Wickepin, Western Australia 6370 for the management of the Wickepin Caravan Park for a two year period to 30th June 2018.

Voting Requirements: Simple majority

Resolution No 200716-08**Moved Cr Martin / Seconded Cr Hinkley**

That Council adopts the attached agreement Lionel Anthony Rigby and Kirstein Rigby of 7 Fisher Street Wickepin, Western Australia 6370 for the two year period 1 July 2016 to 30 June 2018 for the management of the Wickepin Caravan Park.

Carried 7/0

3.59pm - Cr Julie Russell departed the Chambers.

4.00pm – Cr Julie Russell returned to the Chambers.

Governance, Audit and Community Services

10.2.07 – Yealering Caravan Park Agreement

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	CP.USG.508
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	4 July 2016

Enclosure / Attachment: 2016/2018 Agreement for the Yealering Caravan Park

Background:

The existing Caravan Park Agreement for the Yealering Caravan Park between Peter Stribling of 26 Roberts Street Yealering, Western Australia 6372 expired on 30 June 2016.

This matter was put to the Ordinary Council Meeting held on the 15th June 2016 where the following resolution was passed:

Resolution No 150616-09

Moved Cr Martin / Seconded Cr Astbury

That Council write to all existing caretaker Managers asking if they would like their contracts renewed for a further 2 year period.

Carried 7/0

Comment:

The Chief Executive Officer has written to the Caretaker Manager of the Yealering Caravan Park who has advised verbally that he wishes to re-sign an agreement for a further two year term based on the previous 2014/2016 agreement with no changes.

Statutory Environment: *Local Government Act 1995*

Policy Implications: Nil

Financial Implications:

The agreement sets out the parameters of the proposed financial arrangements under the Agreement for a two year period from 1 July 2016 to 30 June 2018.

The Yealering Caravan Park takings from 1 July 2015 to 30 June 2016 were \$13,026.38.

The total Commissions paid as per the agreement are \$1,563.81.

There are no changes recommended from the 2014-2016 agreement to the 2016-2018 agreement for the Yealering Caravan Park.

Strategic Implications:

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

Summary:

Council is being requested to sign the proposed agreement for the Yealering Caravan Park with Peter Stribling of 26 Roberts Street Yealering, Western Australia 6372 for a two year period 1 July 2016 to 30 June 2018.

Recommendation:

That Council adopts the attached agreement between Peter Stribling of 26 Roberts Street Yealering, Western Australia 6372 for the two year period 1 July 2016 to 30 June 2018 for the management of the Yealering Caravan Park.

Voting Requirements: Simple majority

Resolution No 200716-09**Moved Cr Lang / Seconded Cr Astbury**

That Council adopts the attached agreement between Peter Stribling of 26 Roberts Street Yealering, Western Australia 6372 for the two year period 1 July 2016 to 30 June 2018 for the management of the Yealering Caravan Park.

Carried 7/0

4.02pm – Cr Allan Lansdell departed the Chambers due to declaring a financial interest for agenda items 10.2.08 and 10.2.09; Committee member of the Wickepin District Sports Club and committee member of the Wickepin Bowling Club.

4.02pm – CEO Mark Hook declared a financial interest for items 10.2.08 and 10.2.09; committee member of the Wickepin District Sports Club and President of the Wickepin Bowling Club.

Resolution No 200716-10

Moved Cr Hinkley / Seconded Cr Allan

That the CEO Mark Hook be allowed to remain in the Chambers to answer questions on agenda items 10.2.08 and 10.2.09.

Carried 7/0

Governance, Audit and Community Service

10.2.08 – Shire of Wickepin Community Grant Applications – Wickepin Districts Sports Club (Inc.)

Submission To:	Ordinary Council
Location / Address:	Wickepin District Sports Club
Name of Applicant:	Wickepin District Sports Club
File Reference:	GS.PRG.1541
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	CEO – Member WDSC Committee
Date of Report:	30 June 2016

Enclosure / Attachment: Wickepin District Sports Club 2016/2017 Community Grant Application

Background:

At the May 2016 Ordinary meeting of Council the following resolutions were passed by Council:

Resolution No 180516-08

Moved Cr Lang / Seconded Cr Martin

1. That Council place in the budget estimates the application for funding from the Albert Facey Homestead Management Committee for \$1918.18 towards the painting of the exterior of the Homestead
2. That Council place in the budget estimates the application for funding from the Wickepin Football and Cricket Club for \$6,000.00 towards the purchase of a new electronic score board.

Carried 6/0

Resolution No 180516-09**Moved Cr Martin / Seconded Cr Astbury**

1. That Council inform the following applicants that Council will place in the budget estimates a third of the total cost of their project, as per Councils Policy F 3.2 - Distribution of Funds to Community and Sporting Bodies:
 - Lake Yealering Bowling Club
 - Wickepin Bowling Club
 - Wickepin District Sports Club
2. That the above grant applications be brought back to the June 2016 Council meeting with more detailed information for final approval.

Carried 6/0

The Shire of Wickepin makes an annual budget provision of 2.5% of the previous year's levied rates to distribute to community and sporting organisations. This equates to \$35,500 based on the 2015/2016 rates of \$1,421,205. The objective of the funding is to establish or improve playing areas or buildings necessary for the conduct of sport or for community use, 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.

Details of the funding guidelines are provided in Policy 3.1.6 Financial Assistance to Sporting and Community Groups. An analysis of the approved community grants over the past 7 years reveals that Council has relaxed its policy slightly in relation to the distribution of funds to community and sporting bodies. Council has funded equipment, sponsored trophies and provided funding greater than one third of the total project.

The following table provides a summary of funding granted to community and sporting groups as part of the Shire of Wickepin Community Grants process, over the past 7 years. The Shire of Wickepin has supported and subsidised sporting and community groups in areas such as in-kind, works, equipment hire, Community Sport and Receptions Facilities Funding, water for bowling greens, waiver of bonds, oval marking as well as transport and refreshments for students but these have not been included in the analysis.

Community Grants and Donations GL 14922		2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17 Committed	Sub Total 6 years	Total 6 Years
Wickepin Telecentre/ Community Resource Centre/ Volunteer Resource Centre	Grants					\$2,000				\$2,000	\$5,500
	Sponsorship				\$2,000	\$500	\$1,000			\$3,500	
Wickepin Golf Club	Grants									\$0	\$920
	Sponsorship				\$500	\$220			\$200	\$920	
Wickepin Tennis Club	Sponsorship		\$200	\$200	\$200	\$200			\$200	\$1,000	\$1,000
Wickepin Bowling Club	Sponsorship		\$500		\$500	\$550		\$2,134	\$500	\$4,184	\$4,184
Wickepin District Sports Club	Grants	declined	\$6,600	\$928	\$2,810	\$2,165		\$923		\$13,426	\$15,206
	Sponsorship		\$200			\$400	\$680	\$500		\$1,780	
Wickepin Playgroup		\$9,000				\$2,500				\$11,500	\$11,500
Wickepin Ladies Hockey Club			\$495							\$495	\$495
Wickepin P & C				\$1,000						\$1,000	\$1,000
Wickepin Primary School Grants	Grants		\$1,000	\$5,000						\$6,000	\$6,130
	Donations		\$30	\$30	\$35	\$35				\$130	
Wickepin Netball Club				\$1,500						\$1,500	\$1,500
Wickepin Men's Shed				\$2,500						\$2,500	\$2,500
Wickepin Football Club						\$200	\$1,360		\$500	\$2,060	\$2,060
Wickepin Cricket Club								\$10,369		\$10,369	\$10,369
Wickepin Triathlon						\$2,411				\$2,411	\$2,411
Wickepin Art Competition										\$0	\$0
Albert Facey Homestead			\$6,000							\$6,000	\$6,000
Children with Special Needs Support Group					\$1,222					\$1,222	\$1,222
Lake Yealering Progress Association		\$5,000		\$6,500	\$1,534					\$13,034	\$13,034
Yealering Bowling Club		\$2,500				\$6,000	\$770	\$295		\$9,565	\$9,565
Yealering Golf Club							\$13,450			\$13,450	\$13,450
Yealering Tennis Club		\$6,800						\$6,500		\$13,300	\$13,300
Harrismith Cricket Club						\$10,000				\$10,000	\$10,000
Harrismith Golf Club		declined	\$3,285	\$14,141			\$890	\$3,745		\$22,061	\$22,061
Harrismith Community Committee						\$800				\$800	\$800
Tincurrin Primary School					\$858					\$858	\$858
Tincurrin P & C						\$1,300				\$1,300	\$1,300
Toolibin Tennis Club		\$1,520			\$4,000		\$4,663			\$10,183	\$10,183
		\$24,820	\$18,310	\$31,799	\$13,659	\$29,281	\$22,813	\$24,466	\$1,400	\$166,548	\$166,548

The Shire of Wickepin invited applications for the 2016/17 Community Grants in March 2016 and applications closed on Wednesday 27th April at 4pm. Applications were received from the following groups on the appropriate form and prior to the advertised deadline:

2015/6 Budget Requests (gst exc)	
Albert Facey Homestead Management Committee	1,918.18
Wickepin Football and Cricket Clubs Combined	6,000.00
Lake Yealering Bowling Club	6709.55
Wickepin District Sports Club	12,000.00
Wickepin Bowling Club	2,500.00
Total	29,127.73

Council may endorse funding of \$35,500, being 2.5% of the 2015/2016 levied rates (1,421,205) Sponsorship of \$1,600 has already been placed in the 2016/2017 budget deliberations under General Ledger Account 4922 leaving an amount of \$33,900 available for distribution.

The Sponsorship breakdown under General Ledger Account 4922 in the 2016/2017 Budget Estimates is as follows:

4922	Sponsorship		
	Wickepin Tennis Club - Shire Day		200
	Wickepin Bowling Club - Merino Fours		500
	Wickepin Football Club - Silver Sponsorship		500
	Golf Clubs - Shire Golf Day		200
	Small Business Awards		200

The Application from the Wickepin District Sports Club is attached under separate cover; a summary of the application is as follows:

Application 3	Wickepin District Sports Club
Purpose of Organisation	Overarching body for the Wickepin Tennis, Bowls and Golf Clubs.
Incorporated	Yes
Financial information attached:	Yes \$54,585.76
Previous funding:	\$ 1,016.00 in 2015/16
Purpose of funding:	Cladding of the southern side windows and wall to increase interior wall space and at the same time reduce the window frontage which leads to high heating/cooling costs
Alternative funding sought:	Unsuccessful grant to Holden Home Ground Advantage 2015
Support of members and general community eg letters of support or meeting minutes	No other funding provided besides \$20 admin costs Minutes of Wickepin District Sports Club meeting provided showing support from committee members and delegates.
Total project cost:	\$12,020.00
Funding requested:	\$12,000.00 99.8% of project costs
Project budget and quotes supplied:	1 Quote supplied from 29/07/2015

The application from the Wickepin District Sports Club is for the Cladding of the southern side windows and wall to increase interior wall space. The application meets the funding criteria other than the funding being 100% of the project cost. Council’s general philosophy is to fund one third of the total project costs.

The Wickepin District Sports Club (WDSC) has approximately 90 members. It comprises of the Wickepin Golf, Bowling and Tennis Clubs. Non-members use the facilities for casual attendance in the club rooms and bar.

The WDSC continues repayments of a self-supporting loan for the upgrade of the Wickepin Bowling Greens to a synthetic surface and the replacement of the tractor for mowing the golf fairways.

The issue of GST can be an issue for local sporting and community groups as if the clubs are not registered for GST they will have to pay the GST on any goods purchased. There is no GST on the grant provided to the club so in this case the total project costs are \$12,020 inclusive of GST so the grant for one third of the cost to the Wickepin District Sports Club should be \$4,006.

The grant application from the Wickepin District Sports Club is to replace the following windows:



The CEO met with the District Sports Club Committee on 6 June 2016 to discuss the project and the 2016/2017 community grant funding application. The Wickepin District Sports Club advised the CEO that the project needs to proceed as the current state of the front windows are becoming an issue as the wood in the frames and the actual aluminium frames have reached the end of their useful life. The CEO has inspected the windows and they are in a poor state of repair and the whole front of the building needs dealing with. The CEO has advised the Wickepin District Sports Club that he will look at the entire building and prepare a comprehensive report on the state of the current Wickepin District Sports Club building and the number of useful years it has left.

Again this is an issue for Council in relation to Public Liability as if the window was to fall out it could cause injury to anyone in the vicinity. It appears from the discussion with the Wickepin District Sports Club that the building is 100% owned by the Wickepin District Sports Club and the building only sits on Councils land.

Council currently insures the building and the Wickepin District Sports Club repays the insurance cost back to Council. The ownership of the building does raise some insurance issues as Council can only insure something it owns or has an interest in.

This clearly shows that Council needs to put a system in place with all its buildings and structures with agreements on the facilities as to who is responsible for what in relation to maintenance and capital improvements.

The CEO will make this a matter of importance and will work on agreements with all the users of Councils buildings and sports grounds.

With all this in mind the CEO believes the Wickepin District Sporting Club should be supported by allocating an amount of \$6,010 under the 2016/2017 Community Grant Allocations.

If Council felt it should fund 100% of the project it would increase the total funding by \$6,010 making the total amount for Community grants in the 2016/2017 budget estimates \$30,100 which is still \$5,400 under the \$35,500 allocated under the 2.5% of rates raised in 2015/2016.

The Wickepin District Sports Club has advised the CEO that the project could still proceed with 50% of the project being funded through the Shire of Wickepin 2016/2017 Community Grant allocations.

Statutory Environment: Local Government Act 1995.

Policy Implications:

Following is Councils Policy in relation to financial assistance to community and sporting clubs in the Shire of Wickepin.

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.

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 $\frac{1}{3}$ rd of the total project cost, with the applicant group to contribute $\frac{1}{3}$ rd and obtain grant funding or other funding for the remaining $\frac{1}{3}$ rd. 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.

3.1.6.3 GUIDELINES

All applications must be completed on the Shire of Wickepin Community Grants form attached.
Applications should be supported by 2 written quotes for materials or other goods included in the funding submission if possible.
Applications will be acknowledged as received by Council.
Council reserves the right to request further information on demand.
Council reserves the right to consider and allocate funds without the right of appeal. Money will not be allocated for completed projects. Council reserves the right to set aside large projects as longer term budget items to be funded over more than one year.

No project requiring funding shall commence without the written consent of Council.
Money granted must be spent on the project allocated.
All monies allocated must be spent and claimed by 30 June in the financial year for which it was allocated and any unspent allocation will not be carried over to the next budget year.
Council reserves the right to inspect reserves and buildings without prior notification to the respective committee.

RESOLUTION:	DATE OF REVIEW:
151008.10/11/12/13/14/15	15 October 2008
170615-12	17/06/2015

Financial Implications:

Budget allocation of \$6,010 to the Wickepin Bowling Club under Councils Community Grants Scheme.

If Council accepts all the recommendations for the 2016/2017 Community Grants, the 2016/2017 budget amount would be as follows:

A total amount of \$24,090 for 2016/2017 which is \$11,410 under the proposed budget allocation and \$9,916 under the actual 2014/2015 allocation.

4922	Sporting Group Grants/Contributions				34,006	
	Contributions to community group projects 2.5% Rates \$1,421,205	35,500			34,006	
	Albert Facey Homestead 1/3 Contribution	Paint Exterior Albert Facey House \$5,737.27	22			1,920
	Wickepin Football Club 1/3 Contribution	Score Board \$6,709.55	22			6,000
	Wickepin District Sports Club 1/2 Contribution	Renovate fomt of WDSC \$12,020	22			6,010
	Wickepin Bowling Club 1/2 Contribution	New Lights \$2,500	22			1,250
	Lake Yealering Bowling Club Contribution	New Lights \$15,172.54	22			7,310
						22,490
	Sponsorship					
	Wickepin Tennis Club - Shire Day		22			200
	Wickepin Bowling Club - Merino Fours		22			500
	Wickepin Football Club - Silver Sponsorship		22			500
	Golf Clubs - Shire Golf Day		22			200
	Small Business Awards		22			200
						1,600

Strategic Implications: Fits within theme 4 of Councils Strategic Community Plan 2012 – 2022

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

Summary:

Council is being requested to approve a 2016/2017 Community Grant allocation to the Wickepin District Sports Club in the amount of \$6,010.

Recommendation:

That Council make a 2016/2017 budget allocation of \$6,010 to the Wickepin District Sports Club under Councils 2016/2017 Community Grants Scheme.

Voting Requirements: Simple majority

Resolution No 200716-11

Moved Cr Martin / Seconded Cr Hinkley

That Council make a 2016/2017 budget allocation of \$6,010 to the Wickepin District Sports Club under Councils 2016/2017 Community Grants Scheme.

Carried 6/0

UNCONFIRMED

Governance, Audit and Community Service

10.2.09 – Shire of Wickepin Community Grant Applications – Wickepin Bowling Club

Submission To:	Ordinary Council
Location / Address:	Wickepin Bowling Club
Name of Applicant:	Wickepin Bowling Club
File Reference:	GS.PRG.1541
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	CEO - President Wickepin Bowling Club CEO - President UGSBL
Date of Report:	30 June 2016

Enclosure / Attachment: Wickepin Bowling Club 2016/2017 Community Grant Application

Background:

At the May 2016 Ordinary meeting of Council the following resolutions were passed by Council:

Resolution No 180516-08

Moved Cr Lang / Seconded Cr Martin

1. That Council place in the budget estimates the application for funding from the Albert Facey Homestead Management Committee for \$1918.18 towards the painting of the exterior of the Homestead
2. That Council place in the budget estimates the application for funding from the Wickepin Football and Cricket Club for \$6,000.00 towards the purchase of a new electronic score board.

Carried 6/0

Resolution No 180516-09

Moved Cr Martin / Seconded Cr Astbury

1. That Council inform the following applicants that Council will place in the budget estimates a third of the total cost of their project, as per Councils Policy F 3.2 - Distribution of Funds to Community and Sporting Bodies:
 - Lake Yealering Bowling Club
 - Wickepin Bowling Club
 - Wickepin District Sports Club
2. That the above grant applications be brought back to the June 2016 Council meeting with more detailed information for final approval.

Carried 6/0

The Shire of Wickepin makes an annual budget provision of 2.5% of the previous year's levied rates to distribute to community and sporting organisations. This equates to \$35,500 based on the 2015/2016 rates of \$1,421,205. The objective of the funding is to establish or improve playing areas or buildings necessary for the conduct of sport or for community use, 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.

Details of the funding guidelines are provided in Policy 3.1.6 Financial Assistance to Sporting and Community Groups. An analysis of the approved community grants over the past 7 years reveals that Council has relaxed its policy slightly in relation to the distribution of funds to community and sporting bodies. Council has funded equipment, sponsored trophies and provided funding greater than one third of the total project.

The following table provides a summary of funding granted to community and sporting groups as part of the Shire of Wickepin Community Grants process, over the past 7 years. The Shire of Wickepin has supported and subsidised sporting and community groups in areas such as in-kind, works, equipment hire, Community Sport and Recreations Facilities Funding, water for bowling greens, waiver of bonds, oval marking as well as transport and refreshments for students but these have not been included in the analysis.

Community Grants and Donations GL 14922		2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17 Committed	Sub Total 6 years	Total 6 Years
Wickepin Telecentre/ Community Resource Centre/ Volunteer Resource Centre	Grants					\$2,000				\$2,000	\$5,500
	Sponsorship				\$2,000	\$500	\$1,000			\$3,500	
Wickepin Golf Club	Grants									\$0	\$920
	Sponsorship				\$500	\$220			\$200	\$920	
Wickepin Tennis Club	Sponsorship		\$200	\$200	\$200	\$200			\$200	\$1,000	\$1,000
Wickepin Bowling Club	Sponsorship		\$500		\$500	\$550		\$2,134	\$500	\$4,184	\$4,184
Wickepin District Sports Club	Grants	declined	\$6,600	\$928	\$2,810	\$2,165		\$923		\$13,426	\$15,206
	Sponsorship		\$200			\$400	\$680	\$500		\$1,780	
Wickepin Playgroup		\$9,000				\$2,500				\$11,500	\$11,500
Wickepin Ladies Hockey Club			\$495							\$495	\$495
Wickepin P & C				\$1,000						\$1,000	\$1,000
Wickepin Primary School Grants	Grants		\$1,000	\$5,000						\$6,000	\$6,130
	Donations		\$30	\$30	\$35	\$35				\$130	
Wickepin Netball Club				\$1,500						\$1,500	\$1,500
Wickepin Men's Shed				\$2,500						\$2,500	\$2,500
Wickepin Football Club						\$200	\$1,360		\$500	\$2,060	\$2,060
Wickepin Cricket Club								\$10,369		\$10,369	\$10,369
Wickepin Triathlon						\$2,411				\$2,411	\$2,411
Wickepin Art Competition										\$0	\$0
Albert Facey Homestead			\$6,000							\$6,000	\$6,000
Children with Special Needs Support Group					\$1,222					\$1,222	\$1,222
Lake Yealering Progress Association		\$5,000		\$6,500	\$1,534					\$13,034	\$13,034
Yealering Bowling Club		\$2,500				\$6,000	\$770	\$295		\$9,565	\$9,565
Yealering Golf Club							\$13,450			\$13,450	\$13,450
Yealering Tennis Club		\$6,800						\$6,500		\$13,300	\$13,300
Harrismith Cricket Club						\$10,000				\$10,000	\$10,000
Harrismith Golf Club		declined	\$3,285	\$14,141			\$890	\$3,745		\$22,061	\$22,061
Harrismith Community Committee						\$800				\$800	\$800
Tincurrin Primary School					\$858					\$858	\$858
Tincurrin P & C						\$1,300				\$1,300	\$1,300
Toolibin Tennis Club		\$1,520			\$4,000		\$4,663			\$10,183	\$10,183
		\$24,820	\$18,310	\$31,799	\$13,659	\$29,281	\$22,813	\$24,466	\$1,400	\$166,548	\$166,548

The Shire of Wickepin invited applications for the 2016/17 Community Grants in March 2016 and applications closed on Wednesday 27th April at 4pm. Applications were received from the following groups on the appropriate form and prior to the advertised deadline:

2015/6 Budget Requests (gst exc)	
Albert Facey Homestead Management Committee	1,918.18
Wickepin Football and Cricket Clubs Combined	6,000.00
Lake Yealering Bowling Club	6709.55
Wickepin District Sports Club	12,000.00
Wickepin Bowling Club	2,500.00
Total	29,127.73

Council may endorse funding of \$35,500, being 2.5% of the 2015/2016 levied rates (1,421,205) Sponsorship of \$1,600 has already been placed in the 2016/2017 budget deliberations under General Ledger Account 4922 leaving an amount of \$33,900 available for distribution.

The Sponsorship breakdown under General Ledger Account 4922 in the 2016/2017 Budget Estimates is as follows:

4922	Sponsorship		
	Wickepin Tennis Club - Shire Day		200
	Wickepin Bowling Club - Merino Fours		500
	Wickepin Football Club - Silver Sponsorship		500
	Golf Clubs - Shire Golf Day		200
	Small Business Awards		200

The Application from the Wickepin Bowling Club is attached under separate cover; a summary of the application is as follows.

Application 4	Wickepin Bowling Club
Purpose of Organisation	Playing bowls and hosting league clubs from Narrogin, Williams, Pingelly and Brookton.
Incorporated	No
Financial information attached:	Yes \$1,344.34 as of 14/04/2015. complete financial statement attached
Previous funding:	Yes \$2,348.00 (Lighting)
Purpose of funding:	To increase the lighting installed in 2015 to competition standard
Alternative funding sought:	No
Support of members and general community eg letters of support or meeting minutes	Minutes of Wickepin Bowling Club listing applying for grant to shire
Total project cost:	\$2,500.00
Funding requested:	\$2,500.00 100% of project costs
Project budget and quotes supplied:	Yes

The application from the Wickepin Bowling Club for the upgrade of the lights meets the funding criteria other than the funding being 100% of the project cost. Council's general philosophy is to fund one third of the total project costs.

The Wickepin Bowling club has approximately 35 members who either play or are socially involved with the club. Their main source of income is local fundraising and membership fees. Social bowls is played on weekends and the club participates in the Upper Great Southern Bowls League.

The community will benefit from being able to utilise the bowling greens at night allowing for more social and corporate bowls. The Wickepin Bowling is hoping to hold Thursday night scroungers to try and increase membership and the social activities at the Club.

The issue of GST can be an issue for local sporting and community groups as if the clubs are not registered for GST they will have to pay the GST on any goods purchased. There is no GST on the grant provided to the club so in this case the total project costs are \$2,476 inclusive of GST so the grant for one third of the cost to the Wickepin Bowling Club should be \$ 825.

The Wickepin Bowling Club has provided two quotes for the upgrade of the existing lights along with a set of their financial statements to the 14/04/2016 (Quotes attached with grant application).

The CEO believes the Wickepin Bowling Club should be supported by allocating the amount of \$1,250 under the 2016/2017 Community Grant Allocations.

Statutory Environment: Local Government Act 1995.

Policy Implications:

Following is Councils Policy in relation to financial assistance to community and sporting clubs in the Shire of Wickepin.

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.

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 $\frac{1}{3rd}$ of the total project cost, with the applicant group to contribute $\frac{1}{3rd}$ and obtain grant funding or other funding for the remaining $\frac{1}{3rd}$. 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.

3.1.6.3 GUIDELINES

All applications must be completed on the Shire of Wickepin Community Grants form attached.
Applications should be supported by 2 written quotes for materials or other goods included in the funding submission if possible.
Applications will be acknowledged as received by Council.
Council reserves the right to request further information on demand.
Council reserves the right to consider and allocate funds without the right of appeal. Money will not be allocated for completed projects. Council reserves the right to set aside large projects as longer term budget items to be funded over more than one year.
No project requiring funding shall commence without the written consent of Council.
Money granted must be spent on the project allocated.
All monies allocated must be spent and claimed by 30 June in the financial year for which it was allocated and any unspent allocation will not be carried over to the next budget year.
Council reserves the right to inspect reserves and buildings without prior notification to the respective committee.

RESOLUTION:	DATE OF REVIEW:
151008.10/11/12/13/14/15	15 October 2008
170615-12	17/06/2015

Financial Implications:

Budget allocation of \$1,250 to the Wickepin Bowling Club under Councils Community Grants Scheme.

If Council accepts all the recommendations for the 2016/2017 Community Grants the 2016/2017 budget amount would be as follows:

A total amount of \$24,090 for 2016/2017 which is \$11,410 under the proposed budget allocation and \$9,916 under the actual 2014/2015 allocation.

4922	Sporting Group Grants/Contributions				34,006	
	Contributions to community group projects 2.5% Rates \$1,421,205	35,500			34,006	
	Albert Facey Homestead 1/3 Contribution	Paint Exterior Albert Facey House \$5,737.27		22		1,920
	Wickepin Football Club 1/3 Contribution	Score Board \$6,709.55		22		6,000
	Wickepin District Sports Club 1/2 Contribution	Renovate fomt of WDSC \$12,020		22		6,010
	Wickepin Bowling Club 1/2 Contribution	New Lights \$2,500		22		1,250
	Lake Yealering Bowling Club Contribution	New Lights \$15,172.54		22		7,310
						22,490
	Sponsorship					
	Wickepin Tennis Club - Shire Day			22		200
	Wickepin Bowling Club - Merino Fours			22		500
	Wickepin Football Club - Silver Sponsorship			22		500
	Golf Clubs - Shire Golf Day			22		200
	Small Business Awards			22		200
						1,600

Strategic Implications: Fits within theme 4 of Councils Strategic Community Plan 2012 - 2022**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
4.1 Support the development and maintenance of recreational facilities and organisations in the district.	<ul style="list-style-type: none"> • Provide regular maintenance and development of recreation facilities. • Provide and maintain walk trails for recreation and tourism purposes. 	<ul style="list-style-type: none"> • We have adopted a recreation maintenance and development plan to be published to the community to address this need.
4.2 Give support to the retention and expansion of educational facilities in the community.	<ul style="list-style-type: none"> • 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. 	<ul style="list-style-type: none"> • We have a clear, published community educational and facilities plan that addresses the community's needs.
4.3 Community engagement	<ul style="list-style-type: none"> • Council proactively engages with all elements of its community in order to make decisions that reflect positively on the future of the Shire. 	<ul style="list-style-type: none"> • A clear, documented engagement process with set activities that are tracked and reported against on a quarterly basis.
4.4 Give support to Arts, Crafts and Cultural activities and Special Events	<ul style="list-style-type: none"> • Maintain the present level of support to Arts & Crafts and Cultural Groups. • Encourage the conduct of "Special Events" by community and other groups 	<ul style="list-style-type: none"> • We publish a monthly calendar of events and actively invest in the promotion of community activities. • The Shire will actively facilitate access to suitable tertiary education services to help meet our community's needs.

Summary:

Council is being requested to approve a 2016/2017 Community Grant allocation to the Wickepin Bowling Club in the amount of \$1,250.

Recommendation:

That Council make a 2016/2017 budget allocation of \$1,250 to the Wickepin Bowling Club under Councils 2016/2017 Community Grants Scheme.

Voting Requirements: Simple majority

Resolution No 200716-12**Moved Cr Allan / Seconded Cr Lang**

That Council make a 2016/2017 budget allocation of \$1,250 to the Wickepin Bowling Club under Councils 2016/2017 Community Grants Scheme.

Carried 6/0

4.12pm – Cr Allan Lansdell returned to the Chambers.

4.12pm – Cr Fran Allan departed the Chambers due to declaring a financial interest; Treasurer of the Lake Yealering Bowling Club.

Governance, Audit and Community Service

10.2.10 – Shire of Wickepin Community Grant Applications – Lake Yealering Bowling Club

Submission To:	Ordinary Council
Location / Address:	Lake Yealering Bowling Club
Name of Applicant:	Lake Yealering Bowling Club
File Reference:	GS.PRG.1541
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	30 June 2016

Enclosure / Attachment: Lake Yealering Bowling Club 2016/2017 Community Grant Application

Background:

At the May 2016 Ordinary meeting of Council the following resolutions were passed by Council.

Resolution No 180516-08

Moved Cr Lang / Seconded Cr Martin

1. That Council place in the budget estimates the application for funding from the Albert Facey Homestead Management Committee for \$1918.18 towards the painting of the exterior of the Homestead
2. That Council place in the budget estimates the application for funding from the Wickepin Football and Cricket Club for \$6,000.00 towards the purchase of a new electronic score board.

Carried 6/0

Resolution No 180516-09

Moved Cr Martin / Seconded Cr Astbury

1. That Council inform the following applicants that Council will place in the budget estimates a third of the total cost of their project, as per Councils Policy F 3.2 - Distribution of Funds to Community and Sporting Bodies:
 - Lake Yealering Bowling Club
 - Wickepin Bowling Club
 - Wickepin District Sports Club
2. That the above grant applications be brought back to the June 2016 Council meeting with more detailed information for final approval.

Carried 6/0

The Shire of Wickepin makes an annual budget provision of 2.5% of the previous year's levied rates to distribute to community and sporting organisations. This equates to \$35,500 based on the 2015/2016 rates of \$1,421,205. The objective of the funding is to establish or improve playing areas or buildings necessary for the conduct of sport or for community use, 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.

Details of the funding guidelines are provided in Policy 3.1.6 Financial Assistance to Sporting and Community Groups. An analysis of the approved community grants over the past 7 years reveals that Council has relaxed its policy slightly in relation to the distribution of funds to community and sporting bodies. Council has funded equipment, sponsored trophies and provided funding greater than one third of the total project.

The following table provides a summary of funding granted to community and sporting groups as part of the Shire of Wickepin Community Grants process, over the past 7 years. The Shire of Wickepin has supported and subsidised sporting and community groups in areas such as in-kind, works, equipment hire, Community Sport and Recreations Facilities Funding, water for bowling greens, waiver of bonds, oval marking as well as transport and refreshments for students but these have not been included in the analysis.

Community Grants and Donations GL 14922		2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17 Committed	Sub Total 6 years	Total 6 Years
Wickepin Telecentre/ Community Resource Centre/ Volunteer Resource Centre	Grants					\$2,000				\$2,000	\$5,500
	Sponsorship				\$2,000	\$500	\$1,000			\$3,500	
Wickepin Golf Club	Grants									\$0	\$920
	Sponsorship				\$500	\$220			\$200	\$920	
Wickepin Tennis Club	Sponsorship		\$200	\$200	\$200	\$200			\$200	\$1,000	\$1,000
Wickepin Bowling Club	Sponsorship		\$500		\$500	\$550		\$2,134	\$500	\$4,184	\$4,184
Wickepin District Sports Club	Grants	declined	\$6,600	\$928	\$2,810	\$2,165		\$923		\$13,426	\$15,206
	Sponsorship		\$200			\$400	\$680	\$500		\$1,780	
Wickepin Playgroup		\$9,000				\$2,500				\$11,500	\$11,500
Wickepin Ladies Hockey Club			\$495							\$495	\$495
Wickepin P & C				\$1,000						\$1,000	\$1,000
Wickepin Primary School Grants	Grants		\$1,000	\$5,000						\$6,000	\$6,130
	Donations		\$30	\$30	\$35	\$35				\$130	
Wickepin Netball Club				\$1,500						\$1,500	\$1,500
Wickepin Men's Shed				\$2,500						\$2,500	\$2,500
Wickepin Football Club						\$200	\$1,360		\$500	\$2,060	\$2,060
Wickepin Cricket Club								\$10,369		\$10,369	\$10,369
Wickepin Triathlon						\$2,411				\$2,411	\$2,411
Wickepin Art Competition										\$0	\$0
Albert Facey Homestead			\$6,000							\$6,000	\$6,000
Children with Special Needs Support Group					\$1,222					\$1,222	\$1,222
Lake Yealering Progress Association		\$5,000		\$6,500	\$1,534					\$13,034	\$13,034
Yealering Bowling Club		\$2,500				\$6,000	\$770	\$295		\$9,565	\$9,565
Yealering Golf Club							\$13,450			\$13,450	\$13,450
Yealering Tennis Club		\$6,800						\$6,500		\$13,300	\$13,300
Harrismith Cricket Club						\$10,000				\$10,000	\$10,000
Harrismith Golf Club		declined	\$3,285	\$14,141			\$890	\$3,745		\$22,061	\$22,061
Harrismith Community Committee						\$800				\$800	\$800
Tincurrin Primary School					\$858					\$858	\$858
Tincurrin P & C						\$1,300				\$1,300	\$1,300
Toolibin Tennis Club		\$1,520			\$4,000		\$4,663			\$10,183	\$10,183
		\$24,820	\$18,310	\$31,799	\$13,659	\$29,281	\$22,813	\$24,466	\$1,400	\$166,548	\$166,548

The Shire of Wickepin invited applications for the 2016/17 Community Grants in March 2016 and applications closed on Wednesday 27th April at 4pm. Applications were received from the following groups on the appropriate form and prior to the advertised deadline:

2015/6 Budget Requests (gst exc)	
Albert Facey Homestead Management Committee	1,918.18
Wickepin Football and Cricket Clubs Combined	6,000.00
Lake Yealering Bowling Club	6709.55
Wickepin District Sports Club	12,000.00
Wickepin Bowling Club	2,500.00
Total	29,127.73

Council may endorse funding of \$35,500, being 2.5% of the 2015/2016 levied rates (1,421,205) Sponsorship of \$1,600 has already been placed in the 2016/2017 budget deliberations under General Ledger Account 4922 leaving an amount of \$33,900 available for distribution.

The Sponsorship breakdown under General Ledger Account 4922 in the 2016/2017 Budget Estimates is as follows:

4922	Sponsorship		
	Wickepin Tennis Club - Shire Day		200
	Wickepin Bowling Club - Merino Fours		500
	Wickepin Football Club - Silver Sponsorship		500
	Golf Clubs - Shire Golf Day		200
	Small Business Awards		200

The Application from the Lake Yealering Bowling Club is attached under separate cover; a summary of the application is as follows.

Application 2	Lake Yealering Bowling Club
Purpose of Organisation	Playing bowls and hosting league clubs from Narrogin, Williams, Pingelly and Brookton.
Incorporated	Yes
Financial information attached:	Yes \$7,362.00 as of 31/3/16
Previous funding:	205/16 \$295.00 Security Door
Purpose of funding:	Installation of light poles. Maintenance of gutters.
Alternative funding sought:	Yes - own funds for purchase of light poles
Support of members and general community eg letters of support or meeting minutes provided	Committee had verbal discussion, not minuted. Letter of support from President
Total project cost:	\$15,172.54
Funding requested:	\$6709.55 44.2% of total costs
Project budget and quotes supplied:	Yes Quotes supplied for Installation, Guttering, Transport

The application from the Lake Yealering Bowling Club for the installation of light poles and gutter maintenance meets the funding criteria other than the funding being slightly greater than 1/3 of project costs. Council's general philosophy is to fund one third of the total project costs.

The Lake Yealering Bowling Club currently has 20 playing members and 40 social members. Social bowls is played on weekends and the club participates in the Upper Great Southern Bowls League. The club also hosts open days.

The issue of GST can be an issue for local sporting and community groups as if the clubs are not registered for GST they will have to pay the GST on any goods purchased. There is no GST on the grant provided to the club so in this case the total project costs are \$15,773.50 inclusive of GST so the grant for one third of the cost to the Lake Yealering Bowling Club should be \$ 5,057.50.

Discussions have been held with the Lake Yealering Bowling Club as requested by Council and the Club feels that they require the support of Council for the amount requested of \$7310.50 inclusive of GST.

Council has supported the Lake Yealering Bowling Club in the 2015/2016 financial year, with the installation of the new Synthetic Green. The replacement of the lights would increase the usage of the new synthetic green. Council also needs to look at the Public Liability issues as the current light poles are a public liability issue as they are on Council land and any injury caused by these lights would be under Councils public liability insurance. It is the view of the CEO that the lights are a major public liability issue and need to be replaced.

The CEO believes the Lake Yealering Bowling Club should be supported by allocating the requested amount of \$7,310 under the 2016/2017 Community Grant Allocations.

Statutory Environment: Local Government Act 1995.

Policy Implications:

Following is Councils Policy in relation to financial assistance to community and sporting clubs in the Shire of Wickepin.

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.

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 $\frac{1}{3}$ rd of the total project cost, with the applicant group to contribute $\frac{1}{3}$ rd and obtain grant funding or other funding for the remaining $\frac{1}{3}$ rd. 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.

3.1.6.3 GUIDELINES

All applications must be completed on the Shire of Wickepin Community Grants form attached.
Applications should be supported by 2 written quotes for materials or other goods included in the funding submission if possible.
Applications will be acknowledged as received by Council.
Council reserves the right to request further information on demand.
Council reserves the right to consider and allocate funds without the right of appeal. Money will not be allocated for completed projects. Council reserves the right to set aside large projects as longer term budget items to be funded over more than one year.
No project requiring funding shall commence without the written consent of Council.
Money granted must be spent on the project allocated.
All monies allocated must be spent and claimed by 30 June in the financial year for which it was allocated and any unspent allocation will not be carried over to the next budget year.
Council reserves the right to inspect reserves and buildings without prior notification to the respective committee.

RESOLUTION:	DATE OF REVIEW:
151008.10/11/12/13/14/15	15 October 2008
170615-12	17/06/2015

Financial Implications:

Budget allocation of \$7,310 to the Lake Yealering Bowling Club under Councils Community Grants Scheme.

If Council accepts all the recommendations for the 2016/2017 Community Grants the 2016/2017 budget amount would be as follows:

A total amount of \$24,090 for 2016/2017 which is \$11,410 under the proposed budget allocation and \$9,916 under the actual 2014/2015 allocation.

4922	Sporting Group Grants/Contributions				34,006	
	Contributions to community group projects 2.5% Rates \$1,421,205	35,500			34,006	
	Albert Facey Homestead 1/3 Contribution	Paint Exterior Albert Facey House \$5,737.27	22			1,920
	Wickepin Football Club 1/3 Contribution	Score Board \$6,709.55	22			6,000
	Wickepin District Sports Club 1/2 Contribution	Renovate font of WDSC \$12,020	22			6,010
	Wickepin Bowling Club 1/2 Contribution	New Lights \$2,500	22			1,250
	Lake Yealering Bowling Club Contribution	New Lights \$15,172.54	22			7,310
						22,490
	Sponsorship					
	Wickepin Tennis Club - Shire Day		22			200
	Wickepin Bowling Club - Merino Fours		22			500
	Wickepin Football Club - Silver Sponsorship		22			500
	Golf Clubs - Shire Golf Day		22			200
	Small Business Awards		22			200
						1,600

Strategic Implications: Fits within theme 4 of Councils Strategic Community Plan 2012 - 2022

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

Summary:

Council is being requested to approve a 2016/2017 Community Grant allocation to the Lake Yealering Bowling Club in the amount of \$7,310.

Recommendation:

That Council make a 2016/2017 budget allocation of \$7,310 to the Lake Yealering Bowling Club under Councils 2016/2017 Community Grants Scheme.

Voting Requirements: Simple majority

Resolution No 200716-13**Moved Cr Lang / Seconded Cr Astbury**

That Council make a 2016/2017 budget allocation of \$7,310 to the Lake Yealering Bowling Club under Councils 2016/2017 Community Grants Scheme.

Carried 6/0

4.26pm – Cr Fran Allan returned to the Chambers.

UNCONFIRMED

Governance, Audit and Community Services

10.2.11 – Proposed Amendment to include Reserve 18106, Lot 17 Tincurrin Road (Tincurrin School) in the Development zone in Local Planning Scheme No. 4

Submission To:	Ordinary Council
Location / Address:	Reserve 18106, Lot 17 Tincurrin Road (Tincurrin School)
Name of Applicant:	Gray & Lewis / LandCorp
File Reference:	LP.PLA.1711 / A6320
Author:	Land Vision Mr Trevor Moran, Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	29 June 2016

Enclosure / Attachment: Gray and Lewis Local Planning Scheme No 4 Amendment No 1 April 2016

Background:

Gray & Lewis, Land Use Planners acting on behalf of LandCorp have submitted a request supported by an accompanying report to declassify Lot 17 Tincurrin Road, Tincurrin, known as reserve 18106 from Local Scheme Reserve – Public Purpose – Primary School and have it incorporated in the Development zone in Council’s Local Planning Scheme No. 4. The land has been identified as surplus to government requirements as a primary school and has been earmarked for disposal. The purpose of the Scheme Amendment is to establish a suitable zoning over Lot 17 to ensure appropriate development and land use controls are in place prior to the lot being offered for sale on the open market.

Comment:

Site Description

The description of the site; legal and physical, is contained in the attached Amendment report titled Gray and Lewis Land Use Planners Local Planning Scheme No 4 Amendment No 1 April 2016.

The location of the site is shown in Figure 1:



Figure 1

Other than school buildings the site is predominantly vacant (See Figure 2).



Figure 2 – Overall site plan

Surrounding Land Use And Infrastructure

The lot is located immediately south of the railway line and to the south west of CBH. It also abuts a recreation and open space reservation to the east.

Land to the immediate west, south and south east are zoned 'General Agriculture' under the Scheme (See Figure 3).



Figure 3 – Shire of Wickepin Zoning Map

The subject lot is located within walking distance of all the established infrastructure, services and business within Tincurrin Townsite. The school has access to all major services including water, electricity, and telecommunications. The existing school has access to an existing water service off the 80 mm diameter water reticulation main that runs along Tincurrin Road. There is an overhead power line to the north of Lot 17, and an underground pillar connection located on the northern lot boundary. A Bushfire Management Plan has been prepared for the property and is attached to the consultant's report. It concludes that subject to appropriate risk management strategies being incorporated into the design of any future development, the residual bush fire risk will be significantly reduced. This plan needs to be reviewed by a competent bushfire management officer. A new Bushfire Management Plan may be necessary prior to a specific proposal for development/subdivision. Its recommendations should be included as provisions of a subsequent Structure Plan.

The Proposed Scheme Amendment

All development in a Local Scheme Reserve requires planning approval. In determining any planning application, the Shire has to have regard for 'the ultimate purpose intended for the reserve' in accordance with Clause 3.4.2 of the Shire of Wickepin TPS 4.

The amendment proposes to re-classify land that falls under the responsibility of the Department of Education. The existing primary school buildings are no longer utilised and the land is not required for government purposes. A declaration of permanent school closure for Tincurrin Primary School (under the School Education Act 1999) was published in the Government Gazette on the 24 October 2014. The school permanently closed on the 31 December 2015 due to low enrolment numbers.

With the closure there is no point in retaining the land and buildings under its current classification. An amendment to TPS No. 4 to incorporate the land in an appropriate zone will facilitate its future use in accordance with the Shire of Wickepin's planning objectives.

The most useful and appropriate zone is the 'Development' zone.

The objectives for the Development zone are:

- To make provision for future residential and industrial development.
- To ensure that development zoned areas are developed in an orderly manner in accordance with an approved Structure Plan. (Clause 3.2 (g) of amended TPS No. 4)

Development in the 'Development' zone will be subject to:

- The availability of services adequate to accommodate the proposed development.
- The preparation of a Structure Plan prepared in accordance with the provisions of Sub-Clause 4.10 and Part 4 of the deemed provisions and approved by the Commission. (Clause 4.21.1 of amended TPS No. 4)

This provides maximum flexibility for the lot and recognises its location abutting the Townsite. The zoning provides scope to the buyer of the lot to consider a range of uses (subject to Council approval) which may or may not use the existing buildings. It may also allow possible subdivision subject to justification. It also allows it to be used as a residential lot.

A rural Townsite zone is also appropriate but is less flexible.

Its inclusion in either the rural residential or the general agriculture zones unnecessarily limits options.

Under the Planning and Development (Local Planning Schemes) Regulations 2015, Amendments are to be classified as 'basic', 'standard' or 'complex'. In this case the amendment is considered 'standard' as:

- the amendment will have minimal impact on land in the scheme area that is not the subject of the amendment; and
- the amendment does not result in any significant environmental, social, economic or governance impacts in the scheme area.

Statutory Environment:

Shire of Wickepin Amended TPS4 - Clause 3.4.2 and Clause 4.21.1
Planning and Development (Local Planning Schemes) Regulations 2015
School Education Act 1999

Financial Implications: Nil

Policy Implications: Nil

Strategic Implications: Nil

Summary:

Council has been requested by Gray & Lewis, Land Use Planners acting on behalf of LandCorp to declassify Lot 17 Tincurrin Road, Tincurrin, known as reserve 18106 from Local Scheme Reserve – Public Purpose – Primary School and have it incorporated in the Development zone in Council's Town Planning Scheme No. 4. The land has been identified as surplus to government requirements as a primary school and has been earmarked for disposal. The purpose of the Scheme Amendment is to establish a suitable zoning over Lot 17 to ensure appropriate development and land use controls are in place prior to the lot being offered for sale on the open market.

Recommendation:

That Council resolve to:

- (1) Amend Local Planning Scheme No. 4 by reclassifying Lot 17 Tincurrin Road, Tincurrin known as Reserve 18106 from Local Scheme Reserve 'Public Purpose – Primary School' and including it in the 'Development' zone.
- (2) Prior to advertising the Amendment, the amendment documents be returned to the consultant and be renumbered to 'Amendment No. 2'.
- (3) Upon receipt of the amended documents and payment of Council's planning fee by the proponent and in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 prepare a notice giving details of—
 - a) the purpose of the amendment; and
 - b) where the amendment may be inspected; and
 - c) to whom and during what period submissions in respect of the amendment may be made.
- (4) Advertise the amendment as follows—
 - a) publish the notice in a newspaper circulating in the scheme area;

- b) display a copy of the notice in the Council offices for the period for making submissions set out in the notice;
 - c) give a copy of the notice to each public authority that Council considers is likely to be affected by the amendment;
 - d) publish a copy of the notice and the amendment on the Council's website;
 - e) make the Scheme documents available for public inspection at the Council office during office hours at the Council office;
 - f) invite public submissions for a period of 42 days from the day the amendment is first advertised in the local paper.
5. Seek reimbursement by the proponent for the costs of advertising as above.
 6. Forward a copy of the amendment documents and consultants report to the Environmental Protection Authority for assessment.

Voting Requirements: Simple majority

Resolution No 200716-14**Moved Cr Martin / Seconded Cr Lansdell**

That Council resolve to:

- (1) Amend Local Planning Scheme No. 4 by reclassifying Lot 17 Tincurrin Road, Tincurrin known as Reserve 18106 from Local Scheme Reserve 'Public Purpose – Primary School' and including it in the 'Development' zone.
- (2) Prior to advertising the Amendment, the amendment documents be returned to the consultant and be renumbered to 'Amendment No. 2'.
- (3) Upon receipt of the amended documents and payment of Council's planning fee by the proponent and in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 prepare a notice giving details of—
 - a) the purpose of the amendment; and
 - b) where the amendment may be inspected; and
 - c) to whom and during what period submissions in respect of the amendment may be made.
- (4) Advertise the amendment as follows—
 - a) publish the notice in a newspaper circulating in the scheme area;
 - b) display a copy of the notice in the Council offices for the period for making submissions set out in the notice;
 - c) give a copy of the notice to each public authority that Council considers is likely to be affected by the amendment;
 - d) publish a copy of the notice and the amendment on the Council's website;
 - e) make the Scheme documents available for public inspection at the Council office during office hours at the Council office;
 - f) invite public submissions for a period of 42 days from the day the amendment is first advertised in the local paper.
7. Seek reimbursement by the proponent for the costs of advertising as above.
8. Forward a copy of the amendment documents and consultants report to the Environmental Protection Authority for assessment.

Carried 7/0

Governance, Audit and Community Services

10.2.12 – Delegate for Wickepin Community Resource Centre Management Committee

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	ED.LIA.809
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13 July 2016

Enclosure / Attachment: Nil

Background:

Council has received a letter from the Wickepin Community Resource Centre requesting a delegate or delegates to sit on the Wickepin Community Resource Centre management Committee.

Comment:

The Wickepin Community centre has advised in their letter that over the year's membership to the Management Committee has dropped to such a level that if they lose any more committee members the Wickepin Community Centre will be unable to function and will be wound up by the Department of Regional Development. The Wickepin CRC has over the year, approached people to join the committee, which has been unsuccessful.

Should the Wickepin Community Resource Centre fold then the running of Community Resource Centres may be offered to Council under a contractual arrangements with the Department of Regional Development. This has occurred in neighbouring Councils.

Community Resource Centres provide a wide array of information and community-based services to local people, businesses and visitors of regional Western Australia. The Wickepin Community Resource Centre is a community access point for the residents of the Shire of Wickepin and beyond. The Wickepin CRC is part of a network of over 150 Resource Centres throughout Western Australia. The Wickepin CRC was officially opened on 3 July 2001. Since then the Resource Centre has expanded the services provided and now houses the Public Library, Volunteer and Community Support Centre and the Visitor Information Centre.

The Wickepin Community Resource Centre Management Committee meets every month on the third Monday at 5.30pm in the Wickepin Community Resource centre.

Statutory Environment: Nil

Financial Implications:

The financial cost to Council would be that a Councillor would receive a Committee sitting fee to attend the meetings as a Council delegate which would be \$50 per meeting attended.

Policy Implications: No Policy

Strategic Implications: No Strategic Implications

Summary:

Council is being requested to nominate one or more delegates to be on the Wickepin Community Resource Management Committee.

Recommendation:

That Council nominate the following Councillors to be on the Wickepin Community Resource Centre Management Committee.

Cr _____

Cr _____

Voting Requirements: Simple majority

Resolution No 200716-15**Moved Cr Martin / Seconded Cr Lansdell**

That Council nominate the following Councillors to be on the Wickepin Community Resource Centre Management Committee.

Cr Russell

Cr Lang

Carried 7/0

4.34pm – Sergeant Andrew Broom departed the Chambers.

11. President's Report

President Julie Russell advised of the following meetings that she has attended:

- 24 June 2016 – WALGA Central Country Zone meeting in Popanyinning with the CEO Mark Hook and Cr Martin;
- 27 June 2016 – Narrogin Regional Childcare Meeting with the CEO Mark Hook;
- 1 July 2016 – Merger of Town and Shire of Narrogin with the CEO Mark Hook;
- 7 July 2016 – Lakes Regional Roadgroup meeting with the CEO Mark Hook and Cr Allan Lansdell.

President Julie Russell congratulated all staff members on receiving a higher than satisfactory level performance review for 2015/2016.

Council

12. – Chief Executive Officer's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	CM.REP.2
Author:	Mark J Hook, Chief Executive Officer
Disclosure of Any Interest:	Nil
Date of Report:	12 July 2016

Interim approval advice – Change method of valuation to GRV – section 6.28 Local Government Act 1995

The Department of Local Government and Communities has advised the CEO by email the following:

I refer to the Shire's application letter dated 7 June 2016 regarding the below lots:

- *Lots 33 to 36 inclusive on Deposited Plan 68408.*

The Minister for Local Government has approved the Shire's application pursuant to section 6.28 of the Local Government Act 1995 for the designated land referred to in the above letter to be rated as GRV. The Shire will be advised of the public notice (inclusive of technical description of subject land) when it is published in the Government Gazette. The State Law Publisher will invoice the Shire for the cost of the publication of the notice.

The changed method is to be effective from 1 July 2016.

The following has been placed in the Government Gazette.

1 July 2016	GOVERNMENT GAZETTE, WA	2761
LG407*		
LOCAL GOVERNMENT ACT 1995		
<i>Shire of Wickepin</i>		
(BASIS OF RATES)		
This notice, which is for public information only, is to confirm that—		
I, Brad Jolly, being delegated by the Minister of the Crown to whom the administration of the <i>Local Government Act 1995</i> is committed by the Governor, and acting pursuant to section 6.28 (1) of that Act, hereby, and with effect from 1 July 2016, determined that the method of valuation to be used by the Shire of Wickepin as the basis for a rate in respect of the land referred to in the Schedule is to be the gross rental value of the land;		
Schedule		
	Designated Land	
UV to GRV	All those portions of land being Lots 33 to 36 inclusive as shown on Deposited Plan 68408.	
BRAD JOLLY, Executive Director Sector Regulation and Support Department of Local Government and Communities.		

2016/2017 Notional Financial Assistance Grants

Council has been advised that the notional FAG's for 2016/2017 are as follows.

	2016/2017	2015/2016
General Purpose Grant	\$978,544	\$950,035
Local Roads Grant	\$489,332	\$495,189

This is an increase overall of \$22,652 on the 2015/2016 allocation.

General purpose grant has increased by \$28,509 and the Local Roads Grant has decreased by \$5,857.

These are only a notional grant advice and has been released for budgeting purposes only and are subject to change

Staff Restructure

As advised earlier there will be a number of staff changes in July and August 2016 with the external payroll clerk undertaking more work in the family business and the current creditor's clerk having a break to have another child.

With the imminent departure of these persons a small restructure is required in the administration office.

The current Customer Service Officer Amanda Bullock has been promoted to the position of Finance Officer and will be undertaking all the duties of Payroll, Creditors, Debtors and Records. The position of Customer Service Officer has been advertised as full time as well as a traineeship.

**Customer Service
Officer**

**Permanent Full Time Position
Traineeship Considered**

An opportunity exists for an enthusiastic, self motivated person to fill the position of Customer Service Officer at the Shire of Wickepin.

Remuneration will be based on the Local Industry Award 2010 starting at a Level 1 (\$37,398), up to Level 4 (\$40,732) depending on experience.

For information on how to apply, please contact Leah Pearson on 9888 1005 or email eso@wickepin.wa.gov.au. Information is also available on the Shire of Wickepin website: www.wickepin.wa.gov.au.

Applications close on Monday 1 August 2016 at 4.00pm and should be addressed 'Private & Confidential, Application – Customer Service Officer'.

Mark Hook
Chief Executive Officer
Shire of Wickepin
PO Box 19
Wickepin WA 6370



The current Finance Manager Mrs Natalie Manton has been accepted into the LGMA Mentoring Program and as part of this Natalie requested that her title be changed to that of Deputy Chief Executive Officer. The Chief Executive Officer has agreed to this request based on the current employment specifications and duties.

The Chief Executive Officer has undertaken a performance review of all administration staff and has the pleasure of advising that all staff received a higher than satisfactory level for 2015/2016.

A performance review of all outside staff was also undertaken by the Works Manager and they also received a higher than satisfactory level of performance for 2015/2016.

Meetings Attended

June 2016	
16 th	Stakeholder Meeting - Water corporation
20 th	Official Opening of Wanerie Road – Shire of Narrogin
22 nd	Wickepin District Sports Club – Community Grant application
22 nd	Asset Management Plan Mentoring <ul style="list-style-type: none"> • Review of AMP structure and success of internal utilisation • Review and develop procedures for reporting asset inventory and condition data within AMPs • Review asset data collection practice reporting within AMP • Review and develop procedures for updating AMP valuations • Review and develop asset maintenance and renewal programming procedures after condition assessment • Review and develop financial projection analysis practices, including gap analysis
23 rd	Main Roads - Regional Managers update – Shire of Lake Grace <ul style="list-style-type: none"> • Main Roads WA Budget for 2016/17 • Integrated Service Arrangement Update • Wheatbelt Freight Plan • AAMS/RAVs (HVS to present) • Regulatory Lines • Litter Collection
24 th	CCZ WALGA - Popanyinning Hall
27 th	Narrogin Regional Child Care Centre - Play Group Building
July 2016	
1 st	Town of Narrogin Merger - Narrogin Reception Centre
5 th	Out-going property Condition Report - Unit 3 Cottage Homes
7 th	Lakes RRG Meeting – Dumbleyung ELECTION OF REGIONAL ROAD GROUP DELEGATES Due to Councillor and officer retirements there was a need for. Voting Delegate and Technical Working Group Committee Member position to be filled. The positions were filled as follows: Voting Delegate – Cr Gordon Davidson - Dumbleyung Voting Delegate – Cr Jeanette DeLandgraff - Lake Grace Proxy Voting Delegate – Cr Ron Walker and Cr Grant Robins Technical Committee Member – Mark Hook Technical Committee Member – Peter Webster Proxy Technical Committee Member – Denise Gobbart Proxy Technical Committee Member – Matthew Gilfellow Proxy Technical Committee Member – Noel Mason RAV Network Submissions Work was undertaken marking MRWA maps regarding proposed RAV Network roads across the Lakes sub group.
8 th	LGMA Branch Meeting - Kulin
11 th	CRC Chairperson - Jacqui O'Neil
	Out-going property Condition Report – 5 Smith Street

Delegations

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing Cheques	June 2016	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	21 st Birthday Ladies Day Women in Ag Wickepin Football Club Home Games	30 July 2016 2 July 2016 27 July 2016 July 2016	Julianne Auld CRC Facey Group Wickepin Football Club
A13	Hire of Community Halls / Community Centre	CEO			

Recommendations:

That Council endorses the Chief Executive Officer's Report dated 12 July 2016.

Voting Requirements: Simple majority

Resolution No 200716-16**Moved Cr Martin / Seconded Cr Hinkley**

That Council endorses the Chief Executive Officer's Report dated 12 July 2016.

Carried 7/0

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 4.47pm.