



A Fortunate Place



Shire of Wickepin

Minutes

Ordinary Meeting of Council

Council Chambers, Wickepin

15 MARCH 2017

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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 15 March 2017**

The President declared the meeting open at 3.38pm.

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

President	Cr JA Russell
Councillor	Cr Fran Allan
Councillor	Cr MG Lang
Councillor	Cr AG Lansdell
Councillor	Cr GCL Hinkley
Councillor	Cr RE Easton
Councillor	Cr WA Astbury
Chief Executive Officer	Mr MJ Hook
Deputy Chief Executive Officer	Mrs NA Manton
Executive Support Officer	Mrs LG Taylor (Minute Taker)

Leave of Absence (Previously Approved)

Apologies

Councillor Cr SJ Martin

2. Public Question Time

3. Applications for Leave of Absence/Apologies

Resolution No 160317-01

Moved Cr Hinkley / Seconded Cr Allan

That Council grant a leave of absence for the Ordinary Council meeting on 19 April 2017 for the following Councillor;

Cr Allan Lansdell

Carried 7/0

4. Petitions, Memorials and Deputations

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

6. Confirmation of Minutes – Ordinary Meeting of Council – 15 February 2017**Resolution No 150317-02****Moved Cr Astbury / Seconded Cr Easton**

That the minutes of the Ordinary Council meeting held on Wednesday 15 February 2017 be confirmed as a true and correct record.

Carried 7/0

7. Receival of Minutes

7.1 Albert Facey Homestead Committee Meeting

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Support Officer
File Reference:	
Author:	Lara Marchei, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	8 March 2017

Enclosure / Attachment:

Minutes of the Albert Facey Homestead Committee Meeting held on Monday 13 February 2017.

Background:

The Albert Facey Homestead Committee Meeting was held on Monday 13 February 2017.

Comment:

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

Statutory Environment:

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

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the minutes of the Albert Facey Homestead Committee Meeting held on Monday 13 February be received.

Voting Requirements: Simple majority.

Resolution No 150317-03

Moved Cr Lang / Seconded Cr Astbury

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

Carried 7/0

7.2 Governance, Audit & Community Services Committee Meeting

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Support Officer
File Reference:	
Author:	Lara Marchei, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	8 March 2017

Enclosure / Attachment:

Minutes of the Governance, Audit & Community Services Committee Meeting held on Wednesday 15 February 2017.

Background:

The Governance, Audit & Community Services Committee Meeting was held on Wednesday 15 February 2017.

Comment:

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

Statutory Environment:

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

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the minutes of the Governance, Audit & Community Services Committee Meeting held on Wednesday 15 February 2017 be received.

Voting Requirements: Simple majority.

Resolution No 150317-03

Moved Cr Lang / Seconded Cr Astbury

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

Carried 7/0

7.3 Annual Elector's Meeting

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Support Officer
File Reference:	
Author:	Lara Marchei, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	8 March 2017

Enclosure / Attachment:

Minutes of the Annual Elector's Meeting held on Wednesday 15 February 2017.

Background:

The Annual Elector's Meeting was held on Wednesday 15 February 2017.

Comment:

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

Statutory Environment:

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

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the minutes of the Annual Elector's Meeting held on Wednesday 15 February 2017 be received.

Voting Requirements: Simple majority.

Resolution No 150317-03

Moved Cr Lang / Seconded Cr Astbury

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

Carried 7/0

7.4 Townscape & Cultural Planning Committee Meeting

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Support Officer
File Reference:	
Author:	Lara Marchei, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	8 March 2017

Enclosure / Attachment:

Minutes of the Townscape & Cultural Planning Committee meeting held on Wednesday 8 March 2017.

Background:

The Townscape & Cultural Planning Committee meeting held on Wednesday 8 March 2017

Comment:

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

Statutory Environment:

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

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the minutes of the Townscape & Cultural Planning Committee meeting held on Wednesday 8 March 2017 be received.

Voting Requirements: Simple majority.

Resolution No 150317-03

Moved Cr Lang / Seconded Cr Astbury

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

Carried 7/0

8. Status Report

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

Item	Subject/Action	Officer/ File	Progress	Status	Comment
767-210916-19	Townscape and Cultural Planning Committee Meeting Recommendations	CEO	That a sign post be installed for a Recreational Vehicle Camp Site in Wogolin Road Wickepin by the 24 hour Fuel Depot and at the side and rear of Aussie Fulford's tractor museum.	○	CEO sent memo to MWS. Signs have been ordered.
784-211216-05	Wickepin Sheep Sale Yards – Hand Rail Quotes	CEO	1. That no quotes be accepted. 2. That the CEO draft a design and specifications for the handrails at the Wickepin Saleyards and re-quote.	○	Letters sent to company's advising of Council decision 22/12/2016. Dan Turner has been asked to draft a design and specifications.
794-211216-18	Bush Fire Prone areas BAL Assessment Lot 27, Curlew Way	CEO	1. That Council request the Office of Bushfire Risk Management to remove the area marked in pink (Wickepin Golf Course) on the map (shown in the Council Minutes December 2016) from the designated bushfire prone areas in the Wickepin Townsite. 2. That the CEO review the Office of Bush Fire Risk Management Bush Fire prone map areas across the whole of the Shire of Wickepin.	○	Letter sent 22/12/2016. Review of Bush Fire prone mapping to be undertaken.
796-150217-08	Local Government Nominations Development Assessment Panels	CEO	That Council nominate the following Councillors to the Wheatbelt Joint Development Assessment Panel for the Shire of Wickepin for a three-year term, expiring on 26 April 2020. Cr Allan Lansdell (Member) Cr Gerri Hinkley (Member) Cr Julie Russell (Alternate Member) Cr Wes Astbury (Alternate Member)	○	
797-150217-09	Chief Executive Officer Annual Leave	CEO	That Council allow the Chief Executive Officer to take Leave from 3 March 2017 to 10 March 2017.	✓	
798-150217-10	Property Seizure and Sale	DCEO	That the Shire of Wickepin approve the issuing of a Property Seizure and Sale Order – Sale of Land against the owner of A6264 and register the Property Seizure and Sale Order on the title of the land.		

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

Technical Services

10.1.01 – Manager Works and Services Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Peter Vlahov, Manager Works & Services
File Reference:	CM.REP.1
Author:	Peter Vlahov, Manager Works & Services
Disclosure of any Interest:	Nil
Date of Report:	8 March 2017

Enclosure / Attachment: Nil

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

Comment: Not applicable.

Programmed Construction Works

- Wickepin Pingelly Road construction has been completed. A 7mm final seal has been applied.
- Lomos Road reconstruction has been completed.
- Yealering South East Road reconstruction has been completed.
- Richter Street reseal has been completed.
- Central Avenue reseal has been completed.
- Rintel Street reseal has been completed.
- Wickepin Harrismith Road widening has been completed.
- Asphalt the intersection of Toolibin North Road and Wickepin Harrismith Road has been completed.
- Concrete pad at Yealering Caravan Park has been completed.
- Construct red asphalt footpath in Collins Street has been completed.
- Construct new asphalt walk trails in Wickepin has been completed.
- Pressure clean all floor tile surfaces at the Wickepin Community Centre has been completed.
- Works have commenced on the reconstruction of a section of the Wickepin Corrigin Road as per the works program.
- Some delays and added costs have been incurred as a result of recent heavy rain and flooding.

Plant Replacement

- The new side tipping dog trailer was delivered during January. .
- The new six wheel dual tipping truck is due to be delivered on Tuesday 14th March.

Maintenance Works

- Flood damage and fallen trees
- Tree pruning
- Call outs to remove fallen trees
- Culvert works.
- Bitumen patching
- Various ongoing maintenance.
- Refuse site maintenance
- Ongoing grading.
- Repair concrete footpath at Yealering Post Office.
- Assess and cost flood damage and submit claims to WANDRA.

Occupational Health and Safety

- All fire equipment in all shire buildings has been serviced and tagged.

Workshop

- General ongoing servicing and minor repairs.
- Assist with building maintenance and general maintenance issues.

Parks and Gardens

- Large areas of spraying to control caltrop outbreaks.
- Tidy fire breaks
- Weed control
- Oval maintenance
- General mowing
- Reticulation repairs and maintenance
- Begin upgrade to Golden Memorial Park in Yealering.

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary: Not applicable.

Recommendation:

That Council notes the report from the Manager of Works and Services dated 8 March 2017.

Voting Requirements: Simple majority

Resolution No 150317-04

Moved Cr Hinkley / Seconded Cr Allan

That Council notes the report from the Manager of Works and Services dated 8 March 2017.

Carried 7/0

Governance, Audit and Community Services

10.2.01 – Financial Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Natalie Manton - Deputy Chief Executive Officer
File Reference:	FM.FR.1212
Author:	Natalie Manton - Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	8 March 2017

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 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 periods ending 28 February 2017 as presented be received.

Voting Requirements: Simple majority

Resolution No 150317-05

Moved Cr Lang / Seconded Cr Lansdell

That the financial statements tabled for the periods ending 28 February 2017 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:	Amanda Bullock – Finance Officer
File Reference:	FM.BA.1201
Author:	Amanda Bullock – Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	3 March 2017

Enclosure / Attachment: List of Accounts

Background: List of Accounts remitted during the period from 1 February 2017 to 28 February 2017.

	<u>Vouchers</u>	<u>Amounts</u>
Municipal Account		
EFT	7136 – 7151, 7154 - 7201	\$ 159,832.09
Cheques	15402 – 15408	\$ 13,348.92
Payroll	February	\$ 84,249.21
Superannuation	February	\$ 9,681.12
Credit Card	February	\$ 176.52
Direct Deductions	February	\$ 4,927.82
Trust		
EFT	7152 – 7153	\$ 1,178.20
Cheques	1288	\$ 780.00
FEBRUARY TOTAL		<u>\$ 274,173.88</u>

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

Certificate of Chief Executive Officer:

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

Comment: Detailed answers to queries can be obtained for presentation at council meeting.

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

Policy Implications: Policy 3.1.8 - Cheque Issue

Strategic Implications: Not applicable

Recommendation: That Council acknowledges that payments totalling **\$274,173.88** 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 150317-06**Moved Cr Lansdell / Seconded Cr Allan**

That Council acknowledges that payments totalling **\$274,173.88** 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

February 2017

Chq/EFT	Date	Name	Description	Amount	Bank
1288	13/02/2017	Country Wide Insurance Brokers	Triathlon Insurance		\$ 780.00
EFT7136	6/02/2017	Narrogin Sports Power	Table Tennis Bats for Pool	\$ 39.98	
EFT7137	6/02/2017	Courier Australia	Freight on Fire Supplies & Water Samples	\$ 43.87	
EFT7138	6/02/2017	Edwards Motors Pty Ltd	Wheel Studs & Nuts for WK0	\$ 127.90	
EFT7139	6/02/2017	Harris Zuglian Electrics	Install Smoke Alarm to 49 Collins St	\$ 516.76	
EFT7140	6/02/2017	J & S Kulker Painting	Paint Unit 5 Cottage Homes, Wickepin Town Hall & Harrismith Golf Club	\$ 6,699.00	
EFT7141	6/02/2017	James Matthews	Extended Pool Hours for Australia Day	\$ 135.00	
EFT7142	6/02/2017	Midland Monumental	Granite Plaques	\$ 4,317.50	
EFT7143	6/02/2017	Narrogin Nursery	Pots for Cemetery	\$ 190.00	
EFT7144	6/02/2017	Narrogin Carpets & Curtains	Repair Blinds at 10 Smith St	\$ 932.00	
EFT7145	6/02/2017	Officeworks Superstores Pty Ltd	Stationery Order	\$ 122.20	
EFT7146	6/02/2017	Pacific Brands Workwear	Uniform Order for Lee Parker	\$ 285.00	
EFT7147	6/02/2017	TPG Town Planning, Urban Design And Heritage	Walk Trail Signage	\$ 1,727.00	
EFT7148	6/02/2017	A F Smith & A L Bullock	Install Roof Vents at Swimming Pool	\$ 459.00	
EFT7149	6/02/2017	Western Australian Treasury Corp	Loan No. 100 Interest payment -	\$ 2,123.39	
EFT7150	6/02/2017	Wickepin Newsagency	Stationery and News Papers	\$ 11.80	
EFT7151	6/02/2017	Wickepin Community Resource Centre	Repairs to Table at Swimming Pool	\$ 79.45	
EFT7152	13/02/2017	Building Commission, Department Of Commerce	Building Services Levy January 2017		\$ 56.65
EFT7153	17/02/2017	Shire Of Wickepin	Trust Fund To Shire Of Wickepin		\$ 1,121.55
EFT7154	17/02/2017	Australia Post	January 2017 Account	\$ 220.40	
EFT7155	17/02/2017	Air Liquide WA Pty Ltd	Cylinder Rental for January 2017	\$ 90.84	
EFT7156	17/02/2017	ABS Solutions	Pump Station Inspection and Service	\$ 2,150.50	
EFT7157	17/02/2017	Best Office Systems	Laminating Documents	\$ 90.00	
EFT7158	17/02/2017	Dc & Lb Curtis	Repair Tiles at Unit 2 Yarling Court	\$ 264.00	
EFT7159	17/02/2017	Edwards Motors Pty Ltd	Wheel for WK0	\$ 271.65	
EFT7160	17/02/2017	Ewen Rural Supplies	January 2017 Account	\$ 2,541.08	
EFT7161	17/02/2017	Great Southern Fuel Supplies	Fuel for January 2017	\$ 10,258.86	
EFT7162	17/02/2017	Great Southern Paving	Road Widening Harrismith Rd and Intersection	\$ 76,930.00	
EFT7163	17/02/2017	Hancocks Home Hardware	Safe Key for Cottage Homes & Globes for Hall	\$ 497.00	
EFT7164	17/02/2017	Harris Zuglian Electrics	LED Lights for Sale Yards	\$ 1,023.55	
EFT7165	17/02/2017	Jason Signmakers	Stop Slow Bat	\$ 187.00	
EFT7166	17/02/2017	Marketforce Productions	Public Notices - Ordinary Council Meetings	\$ 620.85	
EFT7167	17/02/2017	Narrogin Hire Service And Reticulation	Reticulation Parts	\$ 1,067.05	

EFT7168	17/02/2017	Great Southern Waste Disposal	January 2017 Waste Collection	\$ 7,841.74
EFT7169	17/02/2017	Narrogin Hardware Makit	Door Locks for Pool and Harrismith Caravan Park	\$ 201.40
EFT7170	17/02/2017	Narrogin Retravision	Fix TV Antenna at Unit 1 Yarling Court	\$ 347.00
EFT7171	17/02/2017	Narrogin Bearing Service	Wheel Bearings and Brakes for WK3578	\$ 130.25
EFT7172	17/02/2017	PCS	IT Support	\$ 255.00
EFT7173	17/02/2017	Parrys	Clothing for Works Personnel	\$ 153.70
EFT7174	17/02/2017	Maureen Susan Preedy	Cleaning	\$ 275.00
EFT7175	17/02/2017	Kirstin Rigby	Caravan Park Management	\$ 149.32
EFT7176	17/02/2017	State Law Publisher	TPS4 Amendment 2 Advertising in Government Gazette	\$ 72.00
EFT7177	17/02/2017	Rj Smith Engineering	Repairs to WK822	\$ 3,385.03
EFT7178	17/02/2017	A F Smith & A L Bullock	Repairs to Swimming Pool Trampoline	\$ 982.38
EFT7179	17/02/2017	Telford Industries	Chlorine for Effluent System	\$ 943.36
EFT7180	17/02/2017	Wickepin District Sports Club	Sponsorship Tennis Club Open Day	\$ 200.00
EFT7181	23/02/2017	Arts Norrogin Inc	Dryandra Country Art Food and Wine Trail Registration	\$ 275.00
EFT7182	23/02/2017	YEALERING AGPARTS & REPAIRS	Fuel & Gas	\$ 405.45
EFT7183	23/02/2017	Courier Australia	Freight on Library Books	\$ 40.58
EFT7184	23/02/2017	Covs Parts Pty Ltd	Globe for WK475	\$ 25.42
EFT7185	23/02/2017	Kelly Cochrane	Cleaning Yealering Hall & Caravan Park	\$ 275.00
EFT7186	23/02/2017	Ewen Rural Supplies	Donation to Big Bash League	\$ 400.00
EFT7187	23/02/2017	Easifleet	Facey Group Monthly Vehicle Lease	\$ 438.49
EFT7188	23/02/2017	Major Motors Pty Ltd	Repairs to Fire Truck	\$ 742.50
EFT7189	23/02/2017	Moore Stephens	Budgeting Workshops	\$ 1,553.20
EFT7190	23/02/2017	Narrogin Retravision	Satellite Decoder	\$ 399.00
EFT7191	23/02/2017	TPG Town Planning, Urban Design And Heritage	Walktrail Signage	\$ 440.00
EFT7192	23/02/2017	A F Smith & A L Bullock	Cleaning of Netball Courts from 8/12/16 to 14/2/17	\$ 432.86
EFT7193	23/02/2017	Southern Cross Austereo	Radio West Fire Safety Message January 2017	\$ 242.00
EFT7194	23/02/2017	West Australian Newspapers	Australia Day Advertising	\$ 165.00
EFT7195	28/02/2017	Burgess Rawson (WA) Pty Ltd	Water Usage for Wickepin Public Toilets	\$ 1,005.05
EFT7196	28/02/2017	Best Office Systems	Konica Minolta Copier Charges	\$ 545.72
EFT7197	28/02/2017	Jason Signmakers	Harrismith & Yealering Heritage Signs and Directional Markers	\$ 15,513.30
EFT7198	28/02/2017	Mcpest Pest Control	Termite Inspections and Reports	\$ 2,948.00
EFT7199	28/02/2017	Officeworks Superstores Pty Ltd	Stationery Order	\$ 53.71
EFT7200	28/02/2017	TPG Town Planning, Urban Design And Heritage	Walk Trail Signs Final Invoice	\$ 4,719.00
EFT7201	28/02/2017	G & J Suckling	Satellite TV Repairs	\$ 254.00

15402	17/02/2017	Shire Of Wickepin	Petty Cash	\$ 199.50	
15403	17/02/2017	Telstra	Bushfire SMS Messages for January 2017	\$ 683.00	
15404	17/02/2017	Synergy	Street Lighting Account for 25 September to 24 December	\$ 1,592.25	
15405	17/02/2017	Water Corporation	Water Account for Storage Tank on Rabbit Proof Fence Rd	\$ 38.18	
15406	23/02/2017	Synergy	Street Lighting	\$ 2,151.25	
15407	28/02/2017	Synergy	Power Charges for 5 Smith St	\$ 31.10	
15408	28/02/2017	Water Corporation	Water Usage Charges	\$ 8,653.64	
DD9193.1	1/02/2017	WA Local Government Super Plan	Payroll deductions	\$ 3,832.60	
DD9193.2	1/02/2017	ANZ Super - Allan Hemley	Superannuation contributions	\$ 381.51	
DD9193.3	1/02/2017	Prime Super	Superannuation contributions	\$ 175.95	
DD9193.4	1/02/2017	ING Custodians Pty Ltd	Superannuation contributions	\$ 187.56	
DD9193.5	1/02/2017	MTAA Super Fund	Superannuation contributions	\$ 177.78	
DD9193.6	1/02/2017	Tremayne Superannuation Fund	Superannuation contributions	\$ 76.91	
DD9193.7	1/02/2017	Australian Super	Superannuation contributions	\$ 135.85	
DD9201.1	15/02/2017	WA Local Government Super Plan	Payroll deductions	\$ 3,355.79	
DD9201.2	15/02/2017	Australian Super	Superannuation contributions	\$ 146.87	
DD9201.3	15/02/2017	ANZ Super - Allan Hemley	Superannuation contributions	\$ 381.51	
DD9201.4	15/02/2017	Ramsay Superannuation Fund	Superannuation contributions	\$ 134.95	
DD9201.5	15/02/2017	Prime Super	Superannuation contributions	\$ 175.95	
DD9201.6	15/02/2017	ING Custodians Pty Ltd	Superannuation contributions	\$ 187.56	
DD9201.7	15/02/2017	MTAA Super Fund	Superannuation contributions	\$ 177.78	
DD9201.8	15/02/2017	Tremayne Superannuation Fund	Superannuation contributions	\$ 103.35	
DD9201.9	15/02/2017	Colonial First State	Superannuation contributions	\$ 49.20	
DD9206.1	1/02/2017	ANZ Bank	Merchant Fees for EFTPOS Terminal	\$ 77.86	
DD9206.2	1/02/2017	Westnet Pty Ltd	Internet Charges	\$ 144.90	
DD9206.3	6/02/2017	ANZ Bank	Credit Card Charges	\$ 176.52	
DD9206.4	8/02/2017	James Matthews	Pool Manager Contract Payment 16/2016-17	\$ 2,352.53	
DD9206.5	22/02/2017	James Matthews	Pool Manager Contract Payment 17/2016-17	\$ 2,352.53	
	02/02/2017	Gross Payroll		\$ 39,911.73	
	16/02/2017	Gross Payroll		\$ 44,337.48	
				\$ 272,215.68	\$ 1,958.20

4.09pm – CDO Lee Parker entered the Chambers.

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:	9 March 2017

Enclosure / Attachment: Nil

Snapshot 2014 to 2017

Grant Funding Acquired

Wickepin Walk Trail Signage	Lotterywest	\$19,071
Creating Age Friendly Communities	Wheatbelt Development Commission	\$51,260
Sport 4 All - Kidsport	Department of Sport and Recreation	\$3,000
Wickepin Sculpture Project	CAN WA	\$7,655
Sport 4 All Kidsport	Department of Sport and Recreation	\$3,500
Walk Trails Project	Lotterywest	\$36,168
Healthy Community Precinct	Wheatbelt Development Commission	\$28,540
TOTAL		\$149,194

Projects Completed

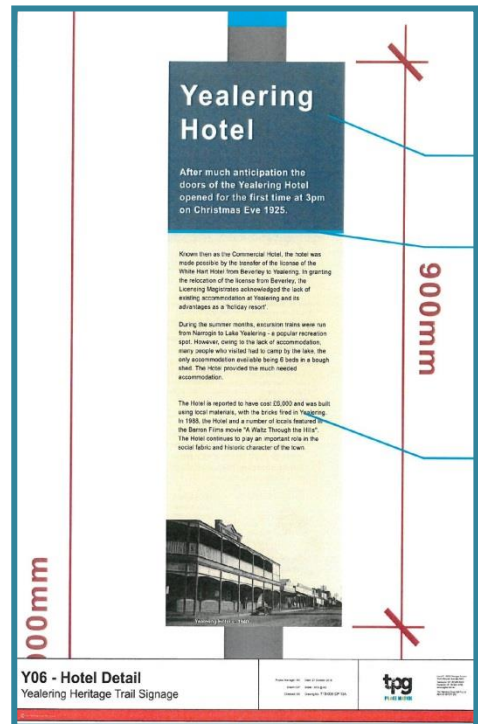
Wickepin Cemetery	Redevelopment of the old Ash Wall to the new Granite Niche Wall including landscaping and Gazebo. Official opening organised.
War Memorial	WW1 Installation honouring the fallen. Visual Image Fence highlighting the 10 th Light Horse Brigade.
Restoration of Old Railway Station building	Grant to execute emergency work to exterior of building. CDO enabled the grant funding to extend to a full restoration of the Railway Building. Railway Station is now used for functions and displays.
Sculpture Projects	2014 and 2016 Well supported and incredibly successful sculpture workshops facilitated by Perth artists. Shire profile raised within the art community and beyond.
Walk Trails	Walk Trail signage designed and manufactured for Wickepin Heritage Trail, Yealering Historical Trail and Harrismith Wildflower Trail. Hotmix extended along walk trail in Wickepin. Projects along the Wickepin trail implemented.
Art Prize	2014 and 2016 Successful and well attended Art Weekends.
Johnston Park	Installation of gazebo, exercise equipment, landscaping, lighting and pathways for Creating Aged Friendly Communities.

Tourism	Brochure collated and published. Instagram and facebook accounts updated.
Townscape	Townscape and Cultural Planning Committee projects attended to ie seating, benches and pathways.
Wickepin Swimming Pool	Mural for exterior street frontage and walls within the pool precinct.

Community Development

Anzac Day	2015 2016 2017 Preparation for the day. Speakers etc organised. Display collated.
Facey Carriage Drive	2015 2016 2017 Horse and Carriage Drive within the Shire. CDO coordinates the day.
Dryandra Art Food and Wine Trail	2015 2016 2017 Self-Drive Trail through Wickepin and surrounding shires. CDO coordinates and manages the art for Wickepin and sits on the organising committee for the district.
CampFire Country	2015 2017 Country and Music: including family dance evenings and line dancing in the Wickepin Town Hall.
Movie Night	2015 CDO hosted the event 2016 2017 support to Community Resource Centre to host event
Kidsport	2014 2015 2016 2017 Maintain correspondence and training with Department of Sport and Recreation. Process vouchers and educate sporting clubs.

Sample of Signage being installed in Yealering and Harrismith



Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications:

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

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

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

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

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

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

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

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

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

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

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

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

Recommendation:

That council notes the report from the Community Development Officer dated 9 March 2017.

Voting Requirements: Simple majority.

Resolution No 150317-07

Moved Cr Allan / Seconded Cr Astbury

That council notes the report from the Community Development Officer dated 9 March 2017.

Carried 7/0

4.23pm – CDO Lee Parker departed the Chambers.

Governance, Audit and Community Services

10.2.04 – Public Health Act 2016 - Delegations

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	GO.AUT.1300
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	1 March 2017

Enclosure / Attachment: Nil

Background:

The Gazettal of the new *Public Health Act 2016* has significant updates and changes that affect the roles and responsibilities of Environmental Health Officers. There is a significant amount of work required to transition to the new regulatory framework. Council has been advised by the Department of Health WA that the implementation of these changes can be done in a staged manner over the next 3 to 5 years.

The old *Health Act 1911* will be known as the *Heath (Miscellaneous Provisions) Act 1911* and all regulations made under this Act will continue to be the enforcement tool for Environmental Health Officers until the provisions of the new Act are fully proclaimed over the coming years.

With the new Act there are five stages of implementation of which stage 1 and 2 are already in effect and have no practical implications for the Shire of Wickepin. Stage 3 involves key elements of the administrative frame work and replaces the administrative framework under Part 2 of the *Health Act 1911* This includes the Gazettal of Environmental health Officers to enforce the provisions of the Act within their Local Government Authority. Stage 3 commenced on the 24th January 2017 and Council needs to take administration actions to effect this transition within the Shire of Wickepin.

Stage 4 will adopt changes to the *Public Health Act 2016* relating to notifiable infectious disease and related conditions, prescribed conditions of health, serious public health incident powers and public health emergencies. The commencement date for stage 4 is still yet to be determined and as such no action is required by Local Government until stage 4 is fully implemented.

Stage 5 will be the most significant stage of implementation for enforcement agencies as it represents the point at which they move from the framework provided by the *Heath (Miscellaneous Provisions) Act 1911* to the *Public health Act 2016* The development of new regulations under the *Public Health Act 2016* relating to environmental health matters will feature provisions for the following:

- The built environment
- Water
- Body art and personal appearances
- Pests and vectors

Equivalent provisions in the *Heath (Miscellaneous Provisions) Act 1911* along with regulations and local laws made under the Act will be repealed. The following provisions will also commence with the enforcement provisions.

- Public Health Planning
- Public health Assessments, and ;
- Registration and Licensing

Stage 5 will require substantial works by local governments to implement. The Department of Health has advised that it will work closely with local government in the lead up to the implementation of stage 5.

All currently employed Environmental Health Officers will automatically be authorised officers and will continue to enforce both the new and the old public health legislations. However stage 3 requires that they must be provided a certificate of authority to be produced upon request.

Section 21(1)(b)(i) Part 2 of the new Public Health Act 2016, council may delegate powers and duties conferred on it to the Chief Executive Officer or an authorised officer of the Local Government. At this time the effect of the delegation being sought is minor (signing certificates), however as more provisions are Gazetted to expand the powers of the *Public Health Act 2016*, This delegation will provide a smoother implementation of the new provisions as they are required.

Comment:

The designation of authorised officers and the appointment of EHO's is now the responsibility of Local Government as the enforcement agency. The Department of Health no longer has a role in the designation or appointment of EHO's or authorised officers.

As stage 3 has commenced all designations must be made under the *Public Health Act 2016* and not under the *Heath Act 1911* (which is now the *Heath (Miscellaneous Provisions) Act 1911*).

Section 17 of the new Public Health Act 2016 provides Council with the ability to appoint Environmental Health Officers/Authorised Officers without the need to apply for approval from the Health Department of WA. Under these new provisions Council needs to provide this delegation to the CEO.

Statutory Environment:

Public Health Act 2016

Section 17 of the new Public Health Act 2016

Section 21(1)(b)(i) Part 2 of the new Public Health Act 2016

Heath (Miscellaneous Provisions) Act 1911

Financial Implications: Nil

Policy Implications: Nil

Summary:

Council is being requested pursuant to *Section 21(1)(b)(i) Part 2 of the new Public Health Act 2016*, to delegates all the powers and duties conferred or imposed on the Shire of Wickepin by the *Public Health Act 2016* to the Chief Executive Officer of the Shire of Wickepin.

Recommendation:

That Council pursuant to *Section 21(1)(b)(i) Part 2 of the new Public Health Act 2016*, delegates all the powers and duties conferred or imposed on the Shire of Wickepin by the *Public Health Act 2016* to the Chief Executive Officer of the Shire of Wickepin.

Voting Requirements: Simple majority

Resolution No 150317-08**Moved Cr Hinkley / Seconded Cr Allan**

That Council, pursuant to *Section 21(1)(b)(i) Part 2* of the new *Public Health Act 2016*, *delegates all the powers and duties conferred or imposed on the Shire of Wickepin by the Public Health Act 2016* to the Chief Executive Officer of the Shire of Wickepin.

Carried 7/0

Governance, Audit and Community Services

10.2.05 – 2016/2017 Budget Review

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	FM.BU.1208
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	1 March 2017

Enclosure / Attachment: Review of Budget Report for period ending 28 February 2017

Background:

Council under the *Local Government (Financial Management) Regulations 1996* must undertake a review of its Budget in each financial year between 1 January and 31 March. A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2017 for the period ending 31 December 2016 is presented for Council to consider. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

Comment:

A review of the actual expenses to date compared to the 2016/2017 adopted budget has been conducted and the expected variances are shown in the attached report.

The budget review has been prepared to include information required by the *Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards*. Council adopted a 5% and a \$5,000 minimum for the reporting of materials variances to be used in the statements of financial activity and the annual budget review.

The budget has been reviewed to continue to deliver on other strategies adopted by council and maintain a high level of services across all programs. The closing funds remain in surplus as a result of this budget review. The budget has also been reviewed on sound financial management and accountability principles and is considered to deliver a sustainable economic outcome for council and the community.

Statutory Environment: Local Government (Financial Management) Regulations 1996

33A. Review of budget

- (1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —
 - (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
 - (b) consider the local government's financial position as at the date of the review; and
 - (c) review the outcomes for the end of that financial year that are forecast in the budget.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

**Absolute majority required.*

- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Financial Implications:

Budget Surplus anticipated for the year ending 30 June 2017 is \$165,955.

Policy Implications:

The budget is based on principles contained in the Strategic Plan and Plan for the Future.

Strategic Implications:

The Budget Review has been developed based on existing Strategic Planning Documents adopted by council to provide efficient, effective and accountable governance.

Summary:

Council is being requested to adopt the Review of Budget Report for the year ending 30 June 2017.

Recommendation:

1. That Council adopt the Review of Budget Report as presented by the Chief Executive Officer for the year ending 30 June 2017.
2. That the Shire of Wickepin forward the adopted budget review to the Department of Local Government in accordance with the *Local Government (Financial Management) Regulations 1996*.

Voting Requirements: Absolute majority.

Resolution No 150317-09

Moved Cr Lang / Seconded Cr Astbury

1. That Council adopt the Review of Budget Report as presented by the Chief Executive Officer for the year ending 30 June 2017.
2. That the Shire of Wickepin forward the adopted budget review to the Department of Local Government in accordance with the *Local Government (Financial Management) Regulations 1996*.

Carried 7/0

Governance, Audit & Community Services

10.2.06 – Albert Facey Homestead Committee Meeting Recommendations

Submission To:	Council
Location / Address:	Whole Shire
Name of Applicant:	Albert Facey Homestead Committee
File Reference:	CR.MEE.208
Author:	Lara Marchei, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	9 March 2017

Enclosure / Attachment: Nil

Background:

Albert Facey Homestead Committee meeting held Monday 13 February 2017.

Comment:

The Albert Facey Homestead Committee meeting was held on Monday 13 February 2017 and passed the following recommendations:

Moved Linley Rose / Seconded Charlotte Astbury

1. That all the financial transactions for the Albert Facey Homestead Committee be put through the Shire of Wickepin Municipal Fund immediately as per the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*
2. That the Albert Facey Homestead Committee request Council to set up the following reserve account

Albert Facey Homestead - To be used for the refurbishment and future maintenance requirements of the Albert Facey Homestead.
3. That the amount of \$9,269.19 be transferred from T744 Albert Facey Homestead Committee Trust Account to the new Albert Facey Homestead Reserve account.

Carried by Absolute Majority

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Nil

Recommendations:

1. That all the financial transactions for the Albert Facey Homestead Committee be put through the Shire of Wickepin Municipal Fund immediately as per the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.
2. That the Albert Facey Homestead Committee request Council to set up the following reserve account:

Albert Facey Homestead - to be used for the refurbishment and future maintenance requirements of the Albert Facey Homestead.
3. That the amount of \$9,269.19 be transferred from T744 Albert Facey Homestead Committee Trust Account to the new Albert Facey Homestead Reserve account.

Voting Requirements: Absolute majority.

Resolution No 150317-10**Moved Cr Lansdell / Seconded Cr Allan**

1. That all the financial transactions for the Albert Facey Homestead Committee be put through the Shire of Wickepin Municipal Fund immediately as per the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.
2. That the Albert Facey Homestead Committee request Council to set up the following reserve account:

Albert Facey Homestead - to be used for the refurbishment and future maintenance requirements of the Albert Facey Homestead.
3. That the amount of \$9,269.19 be transferred from T744 Albert Facey Homestead Committee Trust Account to the new Albert Facey Homestead Reserve account.

Carried 7/0

Governance, Audit & Community Services

10.2.07 – Governance, Audit & Community Services Committee Meeting

Recommendations

Submission To:	Council
Location / Address:	Whole Shire
Name of Applicant:	Governance, Audit & Community Services Committee
File Reference:	CP.PLA.572/CR.MEE.202
Author:	Lara Marchei, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	9 March 2017

Enclosure / Attachment: Nil

Background:

Governance, Audit & Community Services Committee meeting held Wednesday 15 February 2017.

Comment:

The Governance, Audit & Community Services Committee meeting was held on Wednesday 15 February 2017 and passed the following recommendations:

Moved Cr Martin / Seconded Cr Russell

That the amended Policy 3.1.6 Financial Assistance to Sporting and Community Groups be adopted by Council with the following amendment:

Change wording from 'council will fund the following' to 'council may fund the following'.

Carried 7/0

Moved Cr Martin / Seconded Cr Lang

That the amended Staff ICT Use Policy be adopted by Council:

1.1 SOCIAL MEDIA

Objective: Ensure all the organisation's employees are aware of appropriate professional and personal social media conduct to ensure the greatest benefit to the Shire of Wickepin.

This policy applies to all employees and contractors (whether paid or unpaid) at the Shire of Wickepin who access social media for professional or social purposes whether via personal devices or those supplied by the Shire of Wickepin.

Social Media means forms of electronic communication (e.g. Web sites for social networking and microblogging) through which users create online communities to share information, ideas, personal messages, and other content (e.g. videos). Some examples include (but are not restricted to) Facebook, Pinterest, LinkedIn, Twitter; YouTube, and Foursquare.

1.1.1 Social Media Use for Shire of Wickepin Purposes

The Shire of Wickepin may direct specified employees to use social media for Shire of Wickepin purposes.

Only employees with appropriate training and knowledge who are expressly authorised by the Chief Executive Officer may use social media for Shire of Wickepin purposes.

If a person is provided with express permission by the Chief Executive Officer to use social media s/he must provide information that is truthful, accurate and in the interests of the Shire of Wickepin. S/he must not disclose anything that is financial or technical information, commercially sensitive information, personal information about employees, or any information about customers, suppliers or members of the general public.

Employees who are required to use social media in the course of their work must:

- *Use spell check and proof read each post;*
- *Understand the context before entering any conversation;*
- *Know the facts and verify the sources;*
- *Be respectful of all individuals and communities with which the person interacts with online;*
- *Be polite and respectful of other opinions;*
- *Seek to conform to the cultural and behavioural norms of the social media platform being used;*
- *If a mistake is made, the person must correct it quickly by disclosing it was a mistake (including the particulars of the correction) and inform his/her supervisor; and*
- *Understand and comply with any directions given by the CEO on topics that are not to be discussed for confidential, operational or legal reasons.*

A person required to use social media who has been trained and given express permission by the Chief Executive Officer should always be aware that the Shire of Wickepin may be liable for any posts made. Accordingly s/he should always seek guidance from his/her supervisor or the Chief Executive Officer if s/he is ever unsure about stating or responding to something on a social media site.

1.1.2 Records Personal/Private Use of the Shire of Wickepin's Corporate Sites

An employee cannot comment on behalf of the Shire of Wickepin unless expressly authorised by the Chief Executive Officer. If the person wishes to broadcast something (either as an initial broadcast or a response) then a request to the Chief Executive Officer (or his/her authorised delegate) must be made.

A person of the Shire of Wickepin is able to share links that the Shire of Wickepin has posted on the social media sites, or submitting a "like" action, or comment on an event, initiative and/or program, provided that it is in the best interests of the Local Government.

1.1.3 Personal/Private Use of Non-Shire Of Wickepin Sites

Employees at the Shire of Wickepin are permitted reasonable use of social media for personal/private purposes on the condition that it does not interfere with the performance of their work.

Employees who use social media for personal/private purposes must not infer or state they are speaking on behalf of the Shire of Wickepin and are reminded that any inappropriate postings or actions carried out on social media may result in disciplinary action.

1.1.4 Consequences of Breaching This Policy

The policy constitutes a lawful instruction to all of the organisation's people, and breaches may lead to disciplinary action or termination by the Shire of Wickepin, or referral to appropriate external authorities where applicable. People who breach the policy may also be personally liable for their actions.

1.1.5 Variation to this Policy

This policy may be cancelled or varied from time to time. All the Shire of Wickepin's employees will be notified of any variation to this policy by the normal correspondence method. All users of social media (be it for personal or

professional purposes) within the organisation are responsible for reading this policy prior to accessing social media.

Carried 7/0

Moved Cr Lang / Seconded Cr Easton

That the Recovery of Debts, Rates and Service Charges Policy be adopted by Council.

Carried 7/0

Moved Cr Martin / Seconded Cr Lansdell

That the Policy Manual Review 2017 report be received.

Carried 7/0

Moved Cr Martin / Seconded Cr Russell

That the Governance, Audit and Community Services Committee adopts the Annual Compliance Audit Return for the year 1 January 2016 to 31 December 2016 and forwards the Compliance Audit Return to the Executive Director of the Department of Local Government by the due date 31 March 2017.

Carried 7/0

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Nil

Recommendations:

1. That the amended Policy 3.1.6 Financial Assistance to Sporting and Community Groups be adopted by Council with the following amendment:

Change wording from 'council will fund the following' to 'council may fund the following'.

2. That the amended Staff ICT Use Policy be adopted by Council:

1.4.1 Social Media Use for Shire of Wickepin Purposes

The Shire of Wickepin may direct specified employees to use social media for Shire of Wickepin purposes.

Only employees with appropriate training and knowledge who are expressly authorised by the Chief Executive Officer may use social media for Shire of Wickepin purposes.

If a person is provided with express permission by the Chief Executive Officer to use social media s/he must provide information that is truthful, accurate and in the interests of the Shire of Wickepin. S/he must not disclose anything that is financial or technical information, commercially sensitive information, personal

information about employees, or any information about customers, suppliers or members of the general public.

Employees who are required to use social media in the course of their work must:

- Use spell check and proof read each post;
- Understand the context before entering any conversation;
- Know the facts and verify the sources;
- Be respectful of all individuals and communities with which the person interacts with online;
- Be polite and respectful of other opinions;
- Seek to conform to the cultural and behavioural norms of the social media platform being used;
- If a mistake is made, the person must correct it quickly by disclosing it was a mistake (including the particulars of the correction) and inform his/her supervisor; and
- Understand and comply with any directions given by the CEO on topics that are not to be discussed for confidential, operational or legal reasons.

A person required to use social media who has been trained and given express permission by the Chief Executive Officer should always be aware that the Shire of Wickepin may be liable for any posts made. Accordingly s/he should always seek guidance from his/her supervisor or the Chief Executive Officer if s/he is ever unsure about stating or responding to something on a social media site.

1.4.2 Records Personal/Private Use of the Shire of Wickepin's Corporate Sites

An employee cannot comment on behalf of the Shire of Wickepin unless expressly authorised by the Chief Executive Officer. If the person wishes to broadcast something (either as an initial broadcast or a response) then a request to the Chief Executive Officer (or his/her authorised delegate) must be made.

A person of the Shire of Wickepin is able to share links that the Shire of Wickepin has posted on the social media sites, or submitting a "like" action, or comment on an event, initiative and/or program, provided that it is in the best interests of the Local Government.

1.4.3 Personal/Private Use of Non-Shire Of Wickepin Sites

Employees at the Shire of Wickepin are permitted reasonable use of social media for personal/private purposes on the condition that it does not interfere with the performance of their work.

Employees who use social media for personal/private purposes must not infer or state they are speaking on behalf of the Shire of Wickepin and are reminded that any inappropriate postings or actions carried out on social media may result in disciplinary action.

1.4.4 Consequences of Breaching This Policy

The policy constitutes a lawful instruction to all of the organisation's people, and breaches may lead to disciplinary action or termination by the Shire of Wickepin, or referral to appropriate external authorities where applicable. People who breach the policy may also be personally liable for their actions.

1.4.5 Variation to this Policy

This policy may be cancelled or varied from time to time. All the Shire of Wickepin's employees will be notified of any variation to this policy by the normal correspondence method. All users of social media (be it for personal or professional purposes) within the organisation are responsible for reading this policy prior to accessing social media.

3. That the Recovery of Debts, Rates and Service Charges Policy be adopted by Council.
4. That the Policy Manual Review 2017 report be received.
5. That the Governance, Audit and Community Services Committee adopts the Annual Compliance Audit Return for the year 1 January 2016 to 31 December 2016 and forwards the Compliance Audit Return to the Executive Director of the Department of Local Government by the due date 31 March 2017.

Voting Requirements: Simple majority.

Resolution No 150317-11

Moved Cr Lang / Seconded Cr Allan

1. That the amended Policy 3.1.6 Financial Assistance to Sporting and Community Groups be adopted by Council with the following amendment:

Change wording from 'council will fund the following' to 'council may fund the following'.

2. That the amended Staff ICT Use Policy be adopted by Council:

1.4.6 Social Media Use for Shire of Wickepin Purposes

The Shire of Wickepin may direct specified employees to use social media for Shire of Wickepin purposes.

Only employees with appropriate training and knowledge who are expressly authorised by the Chief Executive Officer may use social media for Shire of Wickepin purposes.

If a person is provided with express permission by the Chief Executive Officer to use social media s/he must provide information that is truthful, accurate and in the interests of the Shire of Wickepin. S/he must not disclose anything that is financial or technical information, commercially sensitive information, personal information about employees, or any information about customers, suppliers or members of the general public.

Employees who are required to use social media in the course of their work must:

- *Use spell check and proof read each post;*
- *Understand the context before entering any conversation;*
- *Know the facts and verify the sources;*
- *Be respectful of all individuals and communities with which the person interacts with online;*
- *Be polite and respectful of other opinions;*
- *Seek to conform to the cultural and behavioural norms of the social media platform being used;*
- *If a mistake is made, the person must correct it quickly by disclosing it was a mistake (including the particulars of the correction) and inform his/her supervisor; and*
- *Understand and comply with any directions given by the CEO on topics that are not to be discussed for confidential, operational or legal reasons.*

A person required to use social media who has been trained and given express permission by the Chief Executive Officer should always be aware that the Shire of Wickepin may be liable for any posts made. Accordingly s/he should always seek guidance from his/her supervisor or the Chief Executive Officer if s/he is ever unsure about stating or responding to something on a social media site.

1.4.7 Records Personal/Private Use of the Shire of Wickepin's Corporate Sites

An employee cannot comment on behalf of the Shire of Wickepin unless expressly authorised by the Chief Executive Officer. If the person wishes to broadcast something (either as an initial broadcast or a response) then a request to the Chief Executive Officer (or his/her authorised delegate) must be made.

A person of the Shire of Wickepin is able to share links that the Shire of Wickepin has posted on the social media sites, or submitting a "like" action, or comment on an event, initiative and/or program, provided that it is in the best interests of the Local Government.

1.4.8 *Personal/Private Use of Non-Shire Of Wickepin Sites*

Employees at the Shire of Wickepin are permitted reasonable use of social media for personal/private purposes on the condition that it does not interfere with the performance of their work.

Employees who use social media for personal/private purposes must not infer or state they are speaking on behalf of the Shire of Wickepin and are reminded that any inappropriate postings or actions carried out on social media may result in disciplinary action.

1.4.9 *Consequences of Breaching This Policy*

The policy constitutes a lawful instruction to all of the organisation's people, and breaches may lead to disciplinary action or termination by the Shire of Wickepin, or referral to appropriate external authorities where applicable. People who breach the policy may also be personally liable for their actions.

1.4.10 *Variation to this Policy*

This policy may be cancelled or varied from time to time. All the Shire of Wickepin's employees will be notified of any variation to this policy by the normal correspondence method. All users of social media (be it for personal or professional purposes) within the organisation are responsible for reading this policy prior to accessing social media.

That the Recovery of Debts, Rates and Service Charges Policy be adopted by Council.

3. That the Policy Manual Review 2017 report be received.
4. That the Governance, Audit and Community Services Committee adopts the Annual Compliance Audit Return for the year 1 January 2016 to 31 December 2016 and forwards the Compliance Audit Return to the Executive Director of the Department of Local Government by the due date 31 March 2017.

Carried 7/0

Governance, Audit and Community Services

10.2.08 – Yealering Lake - Request for Gazettal as Ski Lake

Submission To:	Ordinary Council
Location / Address:	Lake Yealering
Name of Applicant:	Natalie Manton, Acting CEO
File Reference:	RM.RA.2509
Author:	Natalie Manton, Acting CEO
Disclosure of any Interest:	Nil
Date of Report:	9 March 2017

Enclosure / Attachment: Nil

Background:

Lake Yealering is located on the edge of the Yealering town site which covers an area of 13 hectares. The lake is contained within Crown Reserve 9610 which is vested in the Shire of Wickepin and is reserved for the purposes of 'Recreation and Waterway' with no power to lease contained within the Reserve's Management Orders.

Increasing the recreational use of Lake Yealering has been proposed for many years. The Department of Water produced the Upper Avon River Recovery Plan Section 20 - Lake Yealering Report in December 2006 following a period of community consultation.

The Interim Steering Committee formed as part of the recovery plan developed the following vision to provide direction for management actions for outcomes by 2025:

The lakes near Yealering are recognised as the source of the Avon River. They are also recognised as wetlands of national importance that are managed as an integrated part of catchments being farmed with sustainable practices. Lake Yealering provides prolonged recreational opportunities for the region and is attractive to tourists. The nature conservation values of the lakes are increasing through local interest and care. The threatened impacts of salinity and occasional flooding on the town of Yealering, farms and roads or rail adjacent to the lakes are reduced. Reconstructed ecosystems, including some commercial options, are established in priority sections of the Avon River channel and floodplain downstream from the lakes and major tributaries.

A key outcome of the report was the proposed actions for increased water-based recreation on Lake Yealering for the Yealering community and visitors to the region. At the time the community recognised that increasing the depth of water in Lake Yealering was not feasible without major earthworks to increase the banks or lower the lake bed. The community expressed interest in prolonging the period over which the depth of water in the lake remained suitable for water-skiing.

The Living Lakes Project commenced in 2011/12 and further developed the vision outlined in the Upper Avon River Recovery Plan Section 20 - Lake Yealering Report. With the support of Royalties for Regions funding the Living Lakes Feasibility Study provided significant background information on the engineering solutions to increase and retain the level of water in Lake Yealering. The Living Lakes project has now progressed to the final stage in which the proposed engineering works are due to commence within the next 2 years.

A Concept Plan for improving the passive recreational and social aspects of the lake was also produced as part of the Living Lakes Project. The Shire of Wickepin has engaged a consultant to further develop a concept plan to upgrade the lake foreshore, picnic area and boat ramp to improve the access and amenity of the lake.

The engineering works proposed in the Living Lakes Project to create a bund and gate structure, combined with the recent rainfall event has meant that the water depth in the lake is anticipated to remain high for some time.

Significant recent rainfall has meant that the lake is currently full and despite not being gazetted as a ski lake, boat users are frequently using the lake for skiing, jet skiing, kayaking, paddle boarding and swimming.

The gazettement of Lake Yealering as being suitable for recreational water sports is urgently required to enable the Shire of Wickepin to address safety concerns and work with the Department of Transport to:

- Define areas that are safe to use for water sports.
- Restrict boat use in defined closed water areas.
- Educate boat users on the general boating rules and safety guidelines for skiing.
- Minimise risk of conflict between the active and passive users of the lake including: swimmers, paddlers, jet skis and boats.
- Minimise the risk of harm or injury.

The Shire of Wickepin contacted the Department Transport in September 2014 to notify them that the Yealering Lake was full of water and people were skiing on the lake. A request was made for assistance in gazettement the lake for skiing. Concerns were raised at the time about the safety of users in general and more particularly swimmers in the designated swimming area following the removal of the banks which used to segregate the swimmers from boats.

Shire of Wickepin staff met onsite with Department of Transport officers during their annual inland lake patrol in October 2014. Following the removal of the banks to the old swimming area the Department of Transport installed buoys and three floats to mark a closed water area.



Photos and maps defining a proposed ski area were sent to the Department of Transport in 2014 and again in 2017.

Comment:

Following the recent heavy rain the Shire of Wickepin has received numerous calls regarding skiing on Lake Yealering. Despite staff informing members of the community that the lake is not gazetted as a ski lake and there being signs at the lake informing them that swimming and boating are prohibited, there are several boats using

the lake particularly on weekends. The usage and management of the lake is currently unregulated and potentially dangerous for users.

As the lake is not gazetted for skiing and as such the Shire of Wickepin is not in a position to distribute the Department of Transport guidelines on safe skiing and boat rules.

If the lake was to be gazetted as suitable for water sports the Department of Transport would determine a location that is suitable for the purpose of water-skiing and may also impose conditions on use such as suitable times, speed and direction of travel. The Department of Transport is able to provide suitable signage as well as public education and information to ensure the safety of all users.

According to the Navigational Safety & Moorings Manager, Marine Safety at the Department of Transport a lake is generally not gazetted as being suitable for water sports if the depth is less than 1.5m in depth as per recommendations by the Water Ski Association of WA.

The Department of Transport are currently conducting a review of inland lakes for aquatic use.

Statutory Environment:

Division 2 - Lake Yealering

Application

- 5.3 This Division applies to Reserve No 9610.

Appointment of authorised persons

- 5.4 The local government may authorise, under section 9.10 of the Act, a person or persons to perform all or any of the functions under this local law in relation to the reserve.

Speed of vehicles

- 5.5 A person shall not on the reserve drive a motor vehicle of any kind, whether towing a boat or caravan or not, other than upon a defined road or on an approved parking area –
- at a speed in excess of fifteen (15) kilometres per hour;
 - in a reckless, negligent or dangerous manner; or
 - while under the influence of drugs or alcohol.

Water activities on Lake Yealering

- 5.6 A person shall not swim, ski, sail, row or drive a motor powered boat on or in any part of Lake Yealering –
- other than in an area which may be set aside, from time to time for the purpose; or
 - which may from time to time, be declared unfit for the purpose.
- (2) For the purpose of subclause (1) areas may be delineated by a map, notice, flags, markers or buoys placed in position by a person or persons authorised by the local government to do so.

Under the navigable waters regulations 1958 it is an offence to water ski in an area not set aside for the purpose. Extract below.

48A. Areas for speed boats and water skiing

- The chief executive officer may, by notice published in the *Government Gazette* —
 - limit the speed of any specified class or classes of motor boat, in any navigable waters therein defined;
 - define and set aside any area of navigable waters for the purpose of racing by speed boats of which the owners have been granted permission to race by the chief executive officer;

- c) define and set aside, and impose conditions on the use of, any area of navigable waters for the purposes of para-sailing or water skiing and, where he sees fit, specify times when that area may be so used and may by that notice, permit the use in accordance with that notice of any waters mentioned in regulation 48(a), for that purpose;
 - d) vary or cancel any previous notice under this subregulation.
2. A person shall not race a motor boat, or drive a motor boat towing a para-sailor or a water skier in any navigable waters, except in an area defined and set aside by the chief executive officer for the purpose and, where times during which the area may be so used have been specified under subregulation (1)(c), during those times, and where the chief executive officer has imposed any conditions on the racing of speed boats, on para-sailing or on water skiing, in any such defined area, a person failing to comply with those conditions commits an offence.
 3. Where, under the provisions of this regulation, the chief executive officer defines and sets aside any area of navigable waters, for a specified purpose, he may, at the same or any other time order that those waters be not used for any but the specified purpose; and a person shall not thereupon, use those waters for any but the specified purpose.

[Regulation 48A inserted in Gazette 19 Dec 1962 p. 4016; amended in Gazette 16 Dec 1963 p. 3876; 16 Oct 1970 p. 3206; 12 Jul 1974 p. 2625; 16 May 1986 p. 1661; 11 Aug 1992 p. 3975-6; 28 Aug 1992 p. 4241.]

Financial Implications: Nil

Policy Implications: Nil

Summary:

The Shire of Wickepin has tried for several years to seek assistance from the Department of Water to have the lake considered for gazetting as suitable for water sports. The matter has now become an urgent priority as Lake Yealering is currently full and is being frequently used by boat owners despite the lake not being gazetted for boats or skiing.

Recommendation:

1. That the Shire of Wickepin request that the Department of Transport give urgent consideration to the suitability of Lake Yealering for gazettal for water sports and skiing.
2. That the Shire of Wickepin work with its insurer, LGIS and the Department of Transport to address safety concerns at Lake Yealering by:
 - Defining areas that are safe to use for water sports.
 - Restricting boat use in defined closed water areas.
 - Educating boat users on the general boating rules and safety guidelines for skiing.
 - Minimising the risk of injury or conflict between the active and passive users of the lake including: swimmers, paddlers, jet skis and boats.

Voting Requirements: Simple majority

Resolution No 150317-12**Moved Cr Allan / Seconded Cr Lansdell**

1. That the Shire of Wickepin request that the Department of Transport give urgent consideration to the suitability of Lake Yealering for gazettal for water sports and skiing.
2. That the Shire of Wickepin work with its insurer, LGIS and the Department of Transport to address safety concerns at Lake Yealering by:
 - Defining areas that are safe to use for water sports.
 - Restricting boat use in defined closed water areas.
 - Educating boat users on the general boating rules and safety guidelines for skiing.
 - Minimising the risk of injury or conflict between the active and passive users of the lake including: swimmers, paddlers, jet skis and boats.

Carried 7/0

11. President's Report

President Julie Russell reported the following meetings that she has attended:

- 15 February 2017 – CCZ meeting held in Narrogin; and
- 22 February 2017 – Regional Road Group meeting along with Cr Lansdell and the CEO.

Council

12. – Chief Executive Officer's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CM.REP.2
Author:	Mark Hook, Chief Executive Officer
Disclosure of Any Interest:	Nil
Date of Report:	1 March 2017

Customer Services Officer

The Chief Executive Officer has appointed Samantha Dawes as the new Customer Service Officer and Samantha will be starting late February early March in the position.

Plant Operator

Interviews have been held for the position of Plant Operator and the Manager of Works and the CEO have appointed Mr Andrew McColl of Wickepin to the position of Plant Operator. Andrew will be commencing employment in the first week of March 2017.

Wheatbelt South Aged Housing Alliance

The Wheatbelt Development Commission has confirmed that the commencement dates for the Wheatbelt South Aged Housing Alliance will be the 2018/2019 financial year. It is hoped the Financial Agreement will be signed by the March Council Meeting.

Harrismith Cemetery

The CEO received the following letter via email from the Harrismith Community Centre Committee on the 26 February 2017.

On the 20th February 2017 the Harrismith Community Centre held its AGM where one of the agenda items was the continued redevelopment of the Harrismith Cemetery. A quote for the gazebo costing \$10800 was presented to the meeting however this expended all the allocated money in this year's budget resulting in insufficient funds for the upgrade of the niche wall and surrounds. After considerable discussion and constructive input from the CEO, Mr Mark Hook, it was decided that a concept plan was the best solution to assisting with the successful redevelopment of the cemetery that will serve the community for future generations. A motion was put to the meeting and passed stating "That the Shire prepares a concept plan for the redevelopment of the Harrismith Cemetery". On behalf of the Harrismith Community Centre we request that our motion be given consideration by Council.

The Chief Executive Officer has requested a quote from Grab Photography for a quote for a concept plan for the finalisation of the Harrismith Cemetery upgrade. There is monies allocated in the budget for concept plans and the CEO believes this is the best way to finalise this project. Council has allocated \$10,000 in the 2016/2017 budget for the Harrismith Cemetery Upgrade.

Meetings Attended

FEBRUARY	
16 th	Townscape Forum Session
20 th	CSO Interviews
21 st	Plant Operator Interviews
22 nd	Sub-Regional Road Group Meeting - Dumbleyung
23 rd	ROMAN training Shire of Cuballing
MARCH	
1 st	Insurance Program - Renewal Review 2017-2018

Delegations

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing cheques	February	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	Lee Parker	8 February 2017	Country Camp Fire
A13	Hire of Community Halls / Community Centre	CEO			

Recommendations:

That Council endorse the Chief Executive Officer's Report dated 1 March 2017.

Voting Requirements:

Simple majority

Resolution No 150317-13**Moved Cr Easton / Seconded Cr Lansdell**

That Council endorse the Chief Executive Officer's Report dated 1 March 2017.

Carried 7/0**13. Notice of Motions for the Following Meeting****14. Reports & Information**Cr Lang

Cr Lang advised that the Wickepin Triathlon committee are thankful to the Shire of Wickepin for all their involvement and support with the Triathlon held in February.

Cr Russell

Cr Russell informed Council that 'Pink Stumps Day' was held on 12 March 2017, and was a great day with lots of community spirit.

15. Urgent Business

Urgent Business

15.1 - Urgent Business – Secondary Freight Route Project

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	RD.MEE.2609 / RD.PRG.2616
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	15 March 2017

Enclosure / Attachment: Nil

Background:

Council is being requested to support co-contributions for the Secondary Freight Route Project ('Project') to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source. Should the allocation referred to in 2. above not be forthcoming, Council is being requested to consider an allocation in the Shire of Wickepin's 2017/18 Annual Budget for up to \$20,000,

Comment:

Council staff attempt to have the Agendas prepared at least a week prior to the Council Meeting. In completing this there will be business of an urgent nature that will arise from time to time.

Statutory Environment: *Local Government Act 1995*
Shire of Wickepin Standing Orders

5.5 Urgent Business

- 5.5.1** A Councillor may move a motion or ask a question involving urgent business that is not included in the notice paper for that meeting provided that the Presiding Member agrees to the business being raised and the Presiding Member considers that either;
- (a) the urgency of the business is such that the business cannot wait inclusion in the notice paper for the next meeting of the Council or committee; or
 - (b) the delay in referring the business to the next meeting of the Council or committee could have adverse legal or financial implications for the council;
- 5.5.2** Any councillor may move without notice a procedural motion of dissent in respect of the Presiding Members ruling that the business is not worthy of inclusion as urgent business. If the motion of dissent is agreed to at the meeting by the majority of councillors present, the business must then be included as a matter of urgent business.

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested to receive a late item to support co-contributions for the Secondary Freight Route Project ('Project') to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road

Groups or any other funding source. Should the allocation referred to in 2. above not be forthcoming, Council is being requested to consider an allocation in the Shire of Wickepin's 2017/18 Annual Budget for up to \$20,000,

Recommendation:

That the presiding Member accepts the late Agenda Item to support co-contributions for the Secondary Freight Route Project ('Project') to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source. Should the allocation referred to in 2. above not be forthcoming, Council is being requested to consider an allocation in the Shire of Wickepin's 2017/18 Annual Budget for up to \$20,000.

Voting Requirements: Absolute Majority

Resolution No 150317-14

Moved Cr Lansdell / Seconded Cr Hinkley

That the presiding Member accepts the late Agenda Item to support co-contributions for the Secondary Freight Route Project ('Project') to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source.

Carried 7/0

Urgent Business

15.2 – Secondary Freight Route Project

Submission To:	Ordinary Council
Location / Address:	Whole of Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	RD.MEE.2609 / RD.PRG.2616
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	15 March 2017

Enclosure / Attachment: Letter to RRG from Regional Development Australia

Background:

The Shire of Wickepin some time ago listed all the roads that were required to be part of a regional road freight network and forwarded the maps to the Wheatbelt South Regional Road Group and Main Roads as requested.

All of the Wheatbelt Local Governments have been progressing this by identifying and agreeing with neighbouring shires an integrated road network to meet the needs of industry. This has been conducted over the last two financial years (around 18 months).

The outcome of Phase 1 was the identification of 80 routes covering 4,675 kilometres of road length.

Before works can begin on the upgrade of these roads for an efficient and productive road network, each of the routes (which may contain 5 or 6 roads each) must be assessed against technical criteria in order to establish both the nature and cost of required improvement works.

1185 kilometres of the proposed secondary freight network has already been assessed and so no further assessment is required for these roads to progress to works stage.

A further 56 kilometres of road containing 20 assessment points is in the forward works schedule for Main Roads. This leaves a balance of 3,434 kilometres to be attended to. Main Roads have advised that this work is currently unable to be included within the short term work flow and is likely to remain outstanding for in excess of four years. In order to bring the assessment work forward and thus allow the additional funding currently available through Roads to Recovery (a two year doubling of funding) to be strategically directed towards a regional strategy, it is proposed that alternate sources of funding be secured to enable this work to proceed independently of Main Road's time frames.

Main Roads have advised that a recent tender for 750km of road assessment was \$120,000. Using this as a rough guide we could expect an assessment of the remaining 3,434 km of road to cost in the order of \$550,000 (although Main Roads have suggested closer to \$800,000 given the nature of the roads). Stage 5 of this process is the preparation of a cost benefit analysis and associated business case to support capital contributions from available Federal Programs which is estimated to cost an additional \$100,000 (estimate).

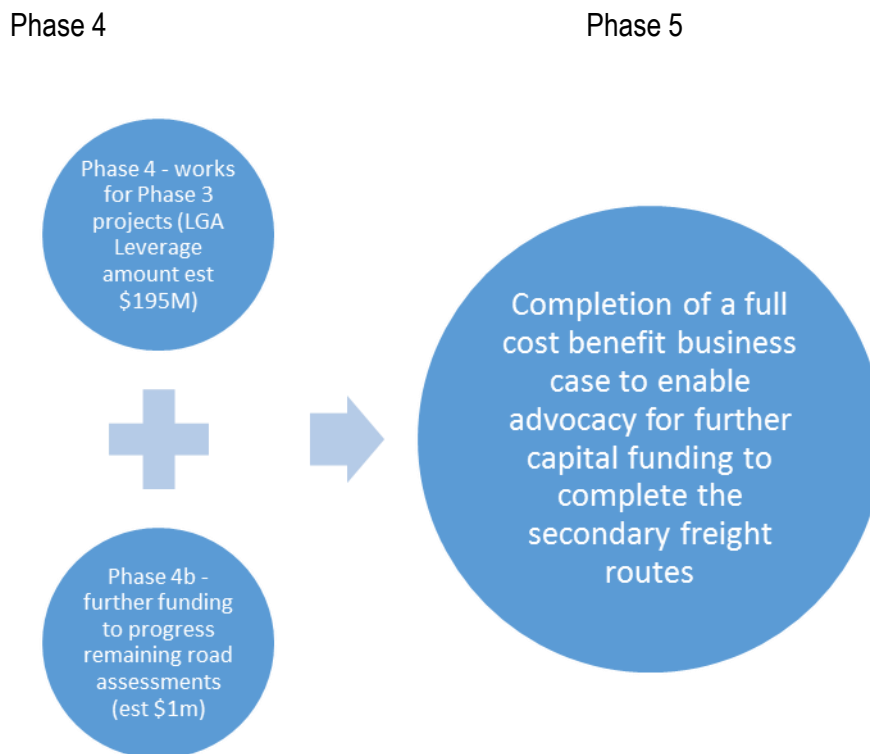
This proposal relates to Phase 2:

- a. \$15,000 Assistance to partner with Local Government \$233,480 cash and in-kind contributions towards a prioritisation analysis (the benefit side of the cost benefit analysis) based on a methodology similar to the draft methodology attached (this is still subject to agreement with the Road Groups at the next Road Group meeting) in recognition that insufficient resources are held to enable all 80 routes to progress towards assessment and costing

And Phase 3:

- b. \$285,000 Assistance to partner with Local Government and Main Roads \$120,000 in kind contributions towards commencement of assessment and associated costing for the higher priority routes as determined and agreed by the road groups utilising the aforementioned methodology.

Upon completion of Phase 2 and 3, Local Governments will be well placed to direct works towards the higher priority routes (Phase 4).



Regional Development Australia (Wheatbelt) has offered to take a coordinating role in seeking funding through the Federal Government's 'Building Better Regions Fund' estimated to be about \$2,000,000 and to prepare a business case and cost benefit analysis to complete planning up to Phase 5 of the Project

Comment:

It is understood that support for the funding arrangement was confirmed by the Wheatbelt North Regional Road Group at a recent meeting where the Group resolved that in the event other monetary sources are unsuccessful, each Local Government be requested to make a 2017/18 Annual Budget allocation of up to \$20,000 towards the co-contribution. This same arrangement is expected to be considered by the Wheatbelt South Regional Road Group at its meeting on 4 April 2017.

Statutory Environment:

Local Government Act 1995
 Road Traffic Act 1972
 Road Traffic (Vehicles) Act 2012
 Road Traffic (Vehicle Standards) Regulations 2002

Policy Implications: Nil

Financial Implications:

Should Council support the Project it is possible that funding may need to be sourced directly from local government. In this regard, it would be appropriate for Council to consider inclusion of up to \$20,000 in the 2017/2018 Annual Budget as a contribution towards the preparation of a business case and cost benefit analysis for the Secondary Freight Route Project.

Strategic Implications:

Fits within theme 1 of Councils Corporate Plan:

Theme 1 – To Develop and Maintain Quality Services and Infrastructure

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

Goal	Strategies	Action(s)	When	Implications for Informing strategies	Funding	Council Role
Goal - 1 Develop effective assets replacement and maintenance programs	<ul style="list-style-type: none"> Develop and fund a five year program for the provision of footpaths. Develop and fund a ten year plan that will ensure the timely maintenance of Council assets. <ul style="list-style-type: none"> Provide for the replacement of existing and provision for new community assets as the need arises. 	<ul style="list-style-type: none"> Continue to maintain Council assets at current service levels Establish and engage the community on an asset consolidation and replacement program Lake Yealering living lakes project <ul style="list-style-type: none"> Investigation into the replacement of Community Resource Centre 	2015-2020	Nil	Existing	Provider
			2015-2020	Nil	Existing	Provider
			2015-2020	Nil	Existing	Partner
			2016-2018	Nil	Grants	Partner/ Provider
Goal - 1.2 Creation of new community assets	<ul style="list-style-type: none"> Progressively implement the Townscape plans. Provide strategically placed Public Conveniences. Provide housing for low-income earners, young singles and aged persons in conjunction with other authorities. 	<ul style="list-style-type: none"> Continue to implement Townscape plans and maintain Public Conveniences Seek funding for construction of Independent Living Units Construction of Independent Living Units 	2015-2020	Nil	Existing	Provider
			2015-2016	Nil	Grants	Partner/ Provider
			2016-2018	\$	Grants	Provider
Goal - 1.3 Actively pursue funding from external Sources	<ul style="list-style-type: none"> Employment of grants officer responsible for securing funding for the community of Wickepin. 	<ul style="list-style-type: none"> The Shire has employed a Grants Officer and will continue to actively pursue all grant funding opportunities. 	2015-2020	Nil	Existing	Provider

Service Levels	Success Measures
The transport network is well maintained	<ul style="list-style-type: none"> Percentage of maintenance activities completed annually Number of road accidents Community satisfaction with roads and footpaths
Assets are renewed as planned	<ul style="list-style-type: none"> Percentage of Capital Works Program completed annually Townscape plans are implemented Asset sustainability ratio Asset renewal funding ratio
Grant funding levels are maintained or improved	<ul style="list-style-type: none"> Amount of grant funding received

Fits within theme 1 of Councils Strategic Plan 2012-2022

Theme 1 – To Develop and Maintain Quality Services and Infrastructure		
Outcome: A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.		
Goal	Action	Measure
1.1 Develop effective assets replacement and maintenance programs	<ul style="list-style-type: none"> Develop and fund a five year program for the provision of footpaths. Develop and fund a ten year plan that will ensure the timely maintenance of Council assets. Provide for the replacement of existing and provision for new community assets as the need arises. 	<ul style="list-style-type: none"> Review, at least annually, the five-year road program for the district. Maintain and review annually an adequately funded reserve fund for the replacement of plant as necessary
1.2 Creation of new community assets	<ul style="list-style-type: none"> Progressively implement the Townscape plans. Provide strategically placed Public Conveniences. Provide housing for low-income earners, young singles and aged persons in conjunction with other authorities. 	<ul style="list-style-type: none"> We have a clear, published townscape plan that addresses the community's needs.
1.3 Actively pursue funding from external Sources	<ul style="list-style-type: none"> Employment of grants officer responsible for securing funding for the community of Wickepin. 	<ul style="list-style-type: none"> Grants Officer employed.

Summary:

Council is being requested to support co-contributions for the Secondary Freight Route Project ('Project') to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source. Should the allocation referred to in 2. above not be forthcoming, Council is being requested to consider an allocation in the Shire of Wickepin's 2017/18 Annual Budget for up to \$20,000,

Recommendation:

That Council:

1. Supports up to Phase 5 of the Secondary Freight Route Project ('Project') with Regional Development Australia (Wheatbelt) seeking funding through the Federal Government's 'Building Better Regions Fund'.
2. Support the required co-contributions for the Project to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source.
3. Should the allocation referred to in 2. above not be forthcoming, Council consider an allocation in the Shire of Wickepin's 2017/18 Annual Budget for up to \$20,000, with the final amount dependent upon the required co-contribution and assuming that no other sources of funding are identified (i.e. worst case scenario).

Voting Requirements:

Recommendations 1 and 2 Simple Majority

Recommendation 3 Absolute Majority

Resolution No 150317-15**Moved Cr Hinkley / Seconded Cr Lansdell**

That Council:

1. Supports up to Phase 5 of the Secondary Freight Route Project ('Project') with Regional Development Australia (Wheatbelt) seeking funding through the Federal Government's 'Building Better Regions Fund'.
2. Support the required co-contributions for the Project to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source.
3. Should the allocation referred to in 2. above not be forthcoming, Council consider an allocation in the Shire of Wickepin's 2017/18 Annual Budget for up to \$20,000, with the final amount dependent upon the required co-contribution and assuming that no other sources of funding are identified (i.e. worst case scenario).

Carried 7/0

16. Closure

There being no further business the Presiding Officer declared the meeting closed at 5.31pm.