

Minutes

ORDINARY MEETING OF COUNCIL
16 SEPTEMBER 2015
COUNCIL CHAMBERS
WICKEPIN



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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 16 September 2015**

The President declared the meeting open at 1.37pm.

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

| | |
|---------------------------|------------------------------|
| Shire President | Cr SJ Martin |
| Deputy Shire President | Cr JA Russell |
| Councillors | Cr FA Allan |
| | Cr MG Lang |
| | Cr WA Astbury |
| | Cr RE Easton |
| | Cr GCL Hinkley |
| Chief Executive Officer | Mr MJ Hook |
| Finance Manager | Mrs NA Manton JP |
| Executive Support Officer | Ms LG Pearson (Minute Taker) |

Leave of Absence (Previously Approved)

Cr AG Lansdell

Apologies

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

4.1 Oaths of Allegiance

The CEO Mr Mark Hook asked that Mrs Natalie Manton JP come forward to witness the elected member declarations for:

Cr FA Allan made the declaration of office before Mrs NA Manton JP.
Cr JA Russell made the declaration of office before Mrs NA Manton JP.
Cr GCL Hinkley made the declaration of office before Mrs NA Manton JP.

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

| Item | Item Title | Councillor/Officer | Interest | Reason |
|---------|---|--------------------|--------------|---|
| 10.1.04 | Tender for the Supply of one Smooth Drum Vibratory 10-15 Ton Roller | CEO Mark Hook | Impartiality | Daughter works for McIntosh and Son – Kulin branch. |

6. Confirmation of Minutes – Ordinary Meeting of Council – 19 August 2015**Resolution No 160915-01****Moved Cr Allan / Seconded Cr Astbury**

That the minutes of the Ordinary Council meeting held on Wednesday 19 August 2015 be confirmed as a true and correct record.

Carried 7/0

1.42pm - Finance Manager Mrs NA Manton JP departed the Chambers.

7. Receival of Minutes

Receival of Minutes

7.1 Albert Facey Homestead Management Committee Meeting

| | |
|------------------------------------|---|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Leah Pearson, Executive Support Officer |
| File Reference: | 208 |
| Author: | Leah Pearson, Executive Support Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 27 August 2015 |

Enclosure / Attachment:

Minutes of the Albert Facey Homestead Management Committee Meeting held on Tuesday 27 August 2015.

Background:

The Albert Facey Homestead Management Committee Meeting was held on Tuesday 27 August 2015.

Comment:

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.

Statutory Environment:

Section 5.22 of the Local Government Act 1995

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the minutes of the Albert Facey Homestead Management Committee Meeting held on Tuesday 27 August 2015 be received.

Voting Requirements: Simple majority.

Resolution No 160915-02

Moved Cr Hinkley / Seconded Cr Easton

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

Carried 7/0

Receival of Minutes

7.2 Townscape & Cultural Planning Committee Meeting

| | |
|------------------------------------|---|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Leah Pearson, Executive Support Officer |
| File Reference: | 206 |
| Author: | Leah Pearson, Executive Support Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 9 September 2015 |

Enclosure / Attachment:

Minutes of the Townscape & Cultural Planning Committee Meeting held on Wednesday 9 September 2015.

Background:

The Townscape & Cultural Planning Committee Meeting was held on Wednesday 9 September 2015.

Comment:

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.

Statutory Environment:

Section 5.22 of the Local Government Act 1995

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the minutes of Townscape & Cultural Planning Committee Meeting held on Wednesday 9 September 2015 be received.

Voting Requirements: Simple majority.

Resolution No 160915-02

Moved Cr Hinkley / Seconded Cr Easton

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

Carried 7/0

Receival of Minutes

7.3 Governance, Audit and Community Services Committee Meeting

| | |
|------------------------------------|---|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Leah Pearson, Executive Support Officer |
| File Reference: | 202 |
| Author: | Leah Pearson, Executive Support Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 9 September 2015 |

Enclosure / Attachment:

Minutes of the Governance, Audit and Community Services Committee Meeting held on Wednesday 9 September 2015.

Background:

The Governance, Audit and Community Services Committee Meeting was held on Wednesday 9 September 2015.

Comment:

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

Statutory Environment:

Section 5.22 of the Local Government Act 1995

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the minutes of Governance, Audit and Community Services Committee Meeting held on Wednesday 9 September 2015 be received.

Voting Requirements: Simple majority.

Resolution No 160915-02

Moved Cr Hinkley / Seconded Cr Easton

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

Carried 7/0

Receival of Minutes

7.4 Technical Services Committee

| | |
|------------------------------------|---|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Leah Pearson, Executive Support Officer |
| File Reference: | 204 |
| Author: | Leah Pearson, Executive Support Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 9 September 2015 |

Enclosure / Attachment:

Minutes of the Technical Services Committee Meeting held on Wednesday 9 September 2015.

Background:

The Technical Services Committee Meeting was held on Wednesday 9 September 2015.

Comment:

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

Statutory Environment:

Section 5.22 of the Local Government Act 1995 provides that minutes of all meeting 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 Technical Services Committee Meeting held on Wednesday 9 September 2015 be received.

Voting Requirements: Simple majority

Resolution No 160915-02

Moved Cr Hinkley / Seconded Cr Easton

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 |
|---------------|---|------------------|---|--------|---|
| 563-200515-06 | Technical Services Committee Meeting Recommendations | CEO | That Council request the CEO to look at suitable signage and community education to deal with the issue of the pedestrian crossing on the Wickepin Main Street. | ○ | Roadwise preparing report. Requested update on report 07/09/2015. |
| 594-220715-06 | Closure Thomson Road | CEO | That this matter lay on the table. | ✓ | In agenda. |
| 601-220715-16 | Lake Yealering Progress Association | CEO | That the Chief Executive Officer formulate and present a business case to the Wheatbelt Development Commission for the funding of a concept plan for the Lake Yealering Area. | ○ | In progress. |
| 607-220715-22 | Shire of Wickepin Halls Report | CEO | That items 2, 3 and 4 from the Officers recommendation be discussed at a future Forum Session. | ✓ | Placed in forum session. |
| 608-190815-06 | Re-vesting of Reserve 30154, Lot 133 Sewell Street, Yealering | CEO | That Council surrender Reserve 30154, Lot 133 Sewell Street Yealering to the Water Corporation for the construction of a pump station and associated water tanks. | ✓ | Letter sent on 24/08/2015. |
| 609-190815-10 | Tender for Sale of 10 Smith Street | CEO | That this matter be referred back to the Governance, Audit and Community Services Committee for thorough analysis of Councils housing stocks and future requirements in collaboration with Councils Strategic Plan, to determine and prioritise Councils current housing needs. | ✓ | Email sent to Brendan and Stacey Halstead 21/08/2015. To be discussed at Governance, Audit and Community Services committee meeting on 09/09/2015. |
| 610-190815-11 | Proposed Storage Shed - Lot 3 McDougall Street, Tincurrin | CEO | That Council approve the application for the construction of a storage shed on Lot 3 McDougall Street, Tincurrin under the following conditions: <ul style="list-style-type: none"> • A Building Permit to be issued by the Shire of Wickepin prior to construction of the storage shed; and • The shed to be only used for the storage of vehicles and equipment. | ✓ | Letter sent on 21/08/2015. |
| 611-190815-12 | Zincalume Roof Lot 34 Plover Street, Wickepin | CEO | That approval is granted to Glenn and Paige Leeson to place a Zincalume Roof on the proposed 202.5m ² Transportable Home including a 3m wide veranda being constructed | ✓ | Letter sent to Quality Builder's and to Glenn and |

| Item | Subject/Action | Officer/ File | Progress | Status | Comment |
|------|----------------|------------------|---|--------|-----------------------------|
| | | | by Quality Builders Pty Ltd on Lot 34 Plover Street Wickepin. | | Paige Leeson 21/08/2015. |

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

○ = in progress ✓ = completed ✕ =superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

1.45pm – MWS Peter Vlahov entered the Chambers.

Infrastructure and Engineering Services

10.1.01 – Manager Works and Services Report

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

Enclosure / Attachment: Ongoing Maintenance List

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

Comment: Not applicable.

Programmed Construction Works

- Townsendale Road. Culverts have been widened and gravel sheeting has been completed. Signage and guide posts have been installed. This project has been completed.
- Leeson Road. Culverts have been widened and gravel sheeting has been completed. Signage and guide posts have been installed. This project has been completed.
- Toolibin North Road. This Black Spot project will commence 14th September.
- Prune and slash Harrismith Airstrip surrounds and install new wind sock.
- Assist with the upgrade works at the Wickepin Cemetery.
- Slash vegetation various roads including Snows Rd, Pauley Rd, Leeson Rd.
- Construct new trench at Wickepin Refuse Site.

Plant Replacement

- WALGA Preferred Supplier E Tenders have been received and evaluated for the supply and lay of bitumen products. See Report
- WALGA Preferred Supplier E Tenders have been received and evaluated for the supply of one 10-15 Ton smooth drum vibratory roller. See Report.
- WALGA Preferred Supplier E Tenders for one 6x4 dual tip truck will close on the 18th September 2015.

Maintenance Works

- Various building maintenance issues
- Repaint lines in main street.
- Various signage repairs and replacements. Kirk Rock and Yealering South East areas.
- Pot hole patching
- Grading various roads as required
- Refuse sites maintenance.
- Dog and cat control.
- Various tree issues and other general maintenance.
- Drainage maintenance
- Clean gutters various
- Weed spraying

- Various assistance with CDO projects.
- Prepare for market weekend.

Please see ongoing list attached

Occupational Health and Safety

- Modify water tanks to allow for safer use.

Workshop

- General ongoing servicing and minor repairs.

Parks and Gardens

- Roadside verge spraying
- Wickepin oval mowing and maintenance
- Hockey oval maintenance.
- Upgrade various gardens.
- Weed spraying various areas.
- General ongoing maintenance
- Tree planting.

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary: Not applicable.

Recommendation:

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

Voting Requirements: Simple majority

Resolution No 160915-03

Moved Cr Astbury / Seconded Cr Russell

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

Carried 7/0

MWS Action Request Register 2015

| | Date | Area | Action | Requested by | Complete Y/N | Date Complete | Notes |
|-------------|------------|------------|--|---------------|--------------|---------------|-------|
| | 04/05/2015 | Wickepin | Facey Group – Plumber for downpipe. | Facey Group | ○ | | |
| | 04/05/2015 | Wickepin | Old Railway Building – Tree at the back of building needs to be trimmed. | A. Ramsay | ✓ | 06/05/2015 | |
| | 04/05/2015 | Harrismith | Dongas – globe outside needs replacing. | A. Ramsay | ✓ | | |
| | 04/05/2015 | Harrismith | Dongas – Exhaust fan not working may need an electrician. | A. Ramsay | ✓ | | |
| | 04/05/2015 | Harrismith | Dongas – Change batteries in smoke alarms. | A. Ramsay | ✓ | | |
| | 04/05/2015 | Wickepin | Henry Street – Part of pavement has lifted up footpath. | P. Gardener | ✓ | 07/09/2015 | |
| | 05/05/2015 | Wickepin | Whiteboards back to community Centre. | Glenn Leeson | ✓ | 06/05/2015 | |
| | 05/05/2015 | Wickepin | Netball Courts to be cleaned for 9 th May. | Amanda | ✓ | | |
| | 06/05/2015 | Wickepin | Weeds need seeing to at Facey Group building. | Facey Group | ✓ | | |
| | 07/05/2015 | Wickepin | Wickepin War Memorial – Loose brick on steps. | Governance | ✓ | | |
| | 07/05/2015 | Wickepin | Campbell Street – Blue metal dust needs shoveling. | Governance | ✓ | | |
| | 11/05/2015 | Yealering | Tidy up Yealering Cemetery. | Wayne Rushton | ✓ | | |
| | 13/05/2015 | Wickepin | 10 Smith Street – wood back door in garage lock not working. | S Halstead | ○ | | |
| | 13/05/2015 | Yealering | Corner of Congreve and Connor Street – sand/gravel needs removing. | Les Robinson | ✓ | 15/05/2015 | |
| | 13/05/2015 | Wickepin | Tree pruning – 34 Henry Street – side of tree needs pruning. | Luci Sartori | ✓ | | |
| | 14/05/2015 | Yealering | Clean between graves, under trees and Shipley Road fence. | Wayne Rushton | ✓ | 15/05/15 | |
| | 18/05/2015 | Wickepin | Unit 1 Yarling Court – Place rat baits in roof. | Jody Dunn | ✓ | | |
| | 19/05/2015 | Wickepin | Shire office – replace 1 light globe. | Mark Hook | ✓ | | |
| | 19/05/2015 | Wickepin | Unit 3 Cottage Homes – replace double PowerPoint in kitchen. | Colin Fleay | ✓ | 29/05/2015 | |
| | 19/05/2015 | Wickepin | Unit 3 Cottage Homes – Hinge in laundry. | Colin Fleay | ✓ | 29/05/2015 | |
| | 19/05/2015 | Wickepin | Unit 3 Yarling Court – TV Aerial not working. | Tim Rushton | ✓ | | |
| | 20/05/2015 | Wickepin | Wickepin Caravan Park – Lock in disabled shower broken. | Kirsten Rigby | ✓ | | |
| | 20/05/2015 | Wickepin | Wickepin Caravan Park – Refillable, fitted soap dispenser. | Kirsten Rigby | ✓ | | |
| | 21/05/2015 | Wickepin | Unit 2 Cottage Homes – Move leave and dirt at the back. | Doug Gardener | ✓ | 26/05/2015 | |
| | 21/05/2015 | Wickepin | Cottage Homes – Trim bush over electricity meter. | Nat Manton | ✓ | 25/05/2015 | |
| | 25/05/2015 | Yealering | Plaque and ashes into niche wall. | Amanda | ✓ | 28/05/2015 | |
| | 25/05/2015 | Wickepin | 5 Smith Street – Tidy up front and back garden. | Leah | ✓ | 27/05/2015 | |
| | 27/05/2015 | Wickepin | Community Centre – lights over doors to mezzanine not working. | Beth Thompson | ✓ | 29/05/2015 | |
| | 27/05/2015 | Wickepin | Community Centre – Exit light over stairwell blinks. | Beth Thompson | ○ | | |
| | 28/05/2015 | Wickepin | Office – fix flag poles. | Mark | ✓ | 28/05/2015 | |
| June | 02/06/2015 | Wickepin | Unit 3 Yarling Court – Tidy front and back garden. | Leah Pearson | ✓ | 05/06/2015 | |
| | 02/06/2015 | Wickepin | Unit 4 Cottage Homes – Toilet needs fixing. | Amy Read | ✓ | 02/06/2015 | |
| | 03/06/2015 | Wickepin | Community Centre – leaking tap oval side of mezzanine. | Tony Smith | ✓ | | |
| | 03/06/2015 | Wickepin | Old floor sweeper needs maintenance. | Tony Smith | ✓ | | |
| | 04/06/2015 | Wickepin | 5 Smith Street – Aerial for TV not working. | Luke Hatchman | ✓ | | |
| | 06/06/2015 | Wickepin | 5 Smith Street – Power socket in kitchen needs seeing to. | Luke Hatchman | ✓ | | |
| | 10/06/2015 | Wickepin | Unit 2 Yarling Court – Window needs fixing. | Violet Holmes | ✓ | | |

| | | | | | | | |
|------------|------------|------------|--|---|-----------|-------------|-------------------|
| July | 11/06/2015 | Wickepin | Fix sports ground fence at Campbell Street side of oval. | Mark Hook | ✓ | | |
| | 12/06/2015 | Wickepin | Community Centre – Stack trolley needs wheels fixed. | WFC | ✓ | 12/06/2015 | |
| | 12/06/2015 | Wickepin | Unit 1 Yarling Court – Tiles lifting at back of shower from ants nest. | Jody Dunn | ○ | | |
| | 16/06/2015 | Wickepin | Unit 4 Yarling Court – Sliding door handle not working in laundry. | Tim Rushton | ✓ | | |
| | 16/06/2015 | Wickepin | Community Centre – Require light switch and power socket in ladies. | Anthea Hill | ✓ | | |
| | 18/06/2015 | Wickepin | Admin office – Women’s toilet light needs changing. | Leah | ✓ | | |
| | 19/06/2015 | Wickepin | Unit 1 Cottage Homes – Tap not working. | John Gardener | ✓ | | |
| | 26/06/2015 | Wickepin | Downpipe has come away at back of Police Station. | Helen Warrilow | ✓ | | |
| | 06/07/2015 | Yealering | Sand delivery for Yealering Primary School. | Dani Sims | ✓ | | |
| | 07/07/2015 | Wickepin | Holes near graves need filling at Cemetery. | | ✓ | | |
| | 07/07/2015 | Wickepin | Check sewer line at Jeanette Pender’s House. | Jeanette Pender | ✓ | | |
| | 08/07/2015 | Yealering | Bollard lights not working. | Colin Coxon | ✓ | | |
| | 08/07/2015 | Wickepin | Community Centre Mezzanine blinds derailed, chain broken | Hazel Green | ○ | | |
| | 09/07/2015 | Wickepin | Health Centre – Roots are lifting paving. | Kelly Miller | ✓ | | |
| | 10/07/2015 | Wickepin | Replace cistern in Unit 4 Cottage Homes. | W. Meddings | ✓ | | |
| | 14/7/2015 | Wickepin | Cemetery – Holes near graves | Resident | ✓ | 29/07/2015 | |
| | 15/07/2015 | Wickepin | Unit 1 Yarling Court – Replace globe at front door. | Jody Dunn | ✓ | | |
| | 15/07/2015 | Wickepin | Cottage Homes – Empty rubbish bins | Doug Gardener | ✓ | | |
| | 16/07/2015 | Harrismith | Caravan Park – Showers are cold. | Tanya Sands | ✓ | | |
| | 22/07/2015 | Wickepin | Town Hall – Repetitive sound from security cupboard. | Des Pauley | ○ | | Will be serviced. |
| | 22/07/2015 | Tincurrin | Place more bins at Tincurrin Tip. | Council | ✓ | 30/07/2015 | |
| | 22/07/2015 | Wickepin | Graves – holes near them need filling. | C. Thompson | ✓ | | |
| | 23/07/2015 | Harrismith | Maintenance on Wildflower Trail – late August. | Sue Astbury | ✓ | August 2015 | |
| | 30/07/2015 | Yealering | Hall – Broken Floor Board and lights in car park – only one working. | Mark Hook | ✓ | | |
| | 31/07/2015 | Wickepin | Trees on verge – 98 Wogolin Road – one needs replacing. | Kelly Steere | ○ | | |
| | August | 03/08/2015 | Wickepin | Cottage Homes – Remove old furniture from shed. | Mark Hook | ✓ | |
| 03/08/2015 | | Wickepin | Cottage Homes – Replace White Lattice. | Mark Hook | ✓ | | |
| 04/08/2015 | | Wickepin | Unit 1 Cottage Homes – Ensure front and back gardens are tidy. | ESO | ✓ | | |
| 10/08/2015 | | Wickepin | Large branch down on Dorakin Road. | Daphne Tetlow | ✓ | | |
| 11/08/2015 | | Wickepin | Caravan Park – Showerhead/hose in ladies disabled toilets need replacing and hot water for sinks keep disconnecting. | Kirsten Rigby | ✓ | | |
| 17/08/2015 | | Wickepin | Men’s inside toilets – need fire extinguisher replacing. | Janet Thorley | ○ | | |
| 17/08/2015 | | Wickepin | Turn the Face Map around to the new side. | Natalie Manton | ○ | | |
| 17/08/2015 | | Yealering | Women’s toilet is blocked, men’s toilet moving on concrete. | M Preedy | ✓ | | |
| 17/08/2015 | | Yealering | Fix light at Caravan Park BBQ and clean BBQ. | M Preedy | ✓ | | |
| 17/08/2015 | | Tincurrin | Provide yellow recycle bin for R Easton. | Mark Hook | ✓ | | |
| 18/08/2015 | | Harrismith | Need electrician to finish fitting new hot water system. | Tanya Sands | ✓ | 18/08/2015 | |
| 19/08/2015 | | Wickepin | Unit 1 Cottage Homes – back fly screen door fly wire needs replacing and sink is blocked. | Barbara Lawler | ✓ | | |
| 20/08/2015 | | Wickepin | Door on the bus needs fixing. | Helen Sands | ○ | | |
| 20/08/2015 | | Yealering | South East Yealering Road needs grading. | Russell Dawes | ○ | | |
| 21/08/2015 | | Harrismith | Golf Club Road needs grading. | Wes Astbury | ✓ | | |

| | | | | | | | |
|------|------------|----------|--|----------------|---|------------|--|
| | 21/08/2015 | Wickepin | Unit 1 Cottage Homes – access to rainwater tank needed. | Barbara Lawler | ✓ | | |
| | 24/08/2015 | Wickepin | Unit 2 Cottage Homes – Toilet not draining properly. | Doug Gardener | ○ | | |
| | 28/08/2015 | Wickepin | Unit 1 Cottage Homes – Shower head needs replacing and stove fan. | Barbara Lawler | ✓ | | |
| | 28/08/2015 | Wickepin | Clean up plastic pipes next to path between pub and news agency. | Peter Bird | ✓ | 03/09/2015 | |
| | 31/08/2015 | Wickepin | Unit 1 Yarling Court – Washers need replacing. | Jody Dunn | ✓ | | |
| Sept | 01/09/2015 | Wickepin | Unit 1 Yarling Court – Trees touch roof/gutter need trimming – ants. | Jims Pest | ○ | | |
| | 02/09/2015 | Wickepin | 13A Collins Street – tidy front and back gardens. | Leah | ✓ | | |
| | 02/09/2015 | Wickepin | CRC – Replace fluro globe in computer room. | Luci Sartori | ✓ | | |
| | 04/09/2015 | Wickepin | Community Centre – Clean gutters between the two front entrances. | Hazel Green | ○ | | |

10.1.02 – Technical Services Committee Meeting Recommendations

| | |
|------------------------------------|--------------------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Technical Services Committee |
| File Reference: | 204 |
| Author: | Mark J Hook, Chief Executive Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 10 September 2015 |

Enclosure / Attachment: Nil.

Background:

Technical Services Committee Meeting was held on 9 September 2015.

Comment:

The Technical Services Committee Meeting was held on Wednesday 9 September 2015 and passed the following Recommendations:

Moved Cr Astbury / Seconded Cr Lang

1. That Council rescind the following resolution passed at the 20th May 2015 Ordinary Council Meeting:

Resolution No 200515-09

Moved Cr Lansdell / Seconded Cr Easton

That Council request Main Roads to add Lomos Rd South from the Wickepin Shire Boundary with Shire of Corrigin to Coxon St Yealering to the RAV network as a Network 4 road.

2. That Council request Main Roads to add Lomos Rd South from the Wickepin Shire Boundary with the Shire of Corrigin to Coxon St Yealering, to the Main Roads WA Restricted Access Vehicle network as a Network 5 road.

Carried 5/0

Moved Cr Easton / Seconded Cr Lang

That Council turn the Gillimanning school site into a parking bay and place parking bay signs on the Pingelly Wickepin Road.

Carried

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Not applicable.

Recommendation:

That Council pass the following recommendations;

1. That Council rescind the following resolution passed at the 20th May 2015 Ordinary Council Meeting:

Resolution No 200515-09**Moved Cr Lansdell / Seconded Cr Easton**

That Council request Main Roads to add Lomos Rd South from the Wickepin Shire Boundary with Shire of Corrigin to Coxon St Yealering to the RAV network as a Network 4 road.

2. That Council request Main Roads to add Lomos Rd South from the Wickepin Shire Boundary with the Shire of Corrigin to Coxon St Yealering, to the Main Roads WA Restricted Access Vehicle network as a Network 5 road.
3. That Council turn the Gillimanning school site into a parking bay and place parking bay signs on the Pingelly Wickepin Road.

Voting Requirements: Absolute majority

Resolution No 160915-04**Moved Cr Russell / Seconded Cr Astbury**

That Council request Main Roads to add Lomos Rd South from the Wickepin Shire Boundary with the Shire of Corrigin to Coxon St Yealering, to the Main Roads WA Restricted Access Vehicle network as a Network 5 road.

Carried 7/0

Resolution No 160915-05**Moved Cr Russell / Seconded Cr Hinkley**

That Council turn the Gillimanning school site into a parking bay and place parking bay signs on the Pingelly Wickepin Road.

Carried 7/0

The recommendation differed to the Officers recommendation as Council felt that the resolution passed on 20 May 2015 did not require rescinding as the action had already been carried out. Council also felt that the items should be dealt with separately.

Infrastructure and Engineering Services

10.1.03 – Closure Thomson Road

| | |
|------------------------------------|--------------------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Daniel Bird |
| File Reference: | 2619 |
| Author: | Mark J Hook, Chief Executive Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 8 September 2015 |

Enclosure / Attachment: Nil

Background:

At the 22 July 2015 Ordinary Meeting of Council the following resolution was passed by Council,

Resolution No 220715-06

Moved Cr Russell / Seconded Cr Lansdell

That this matter lay on the table.

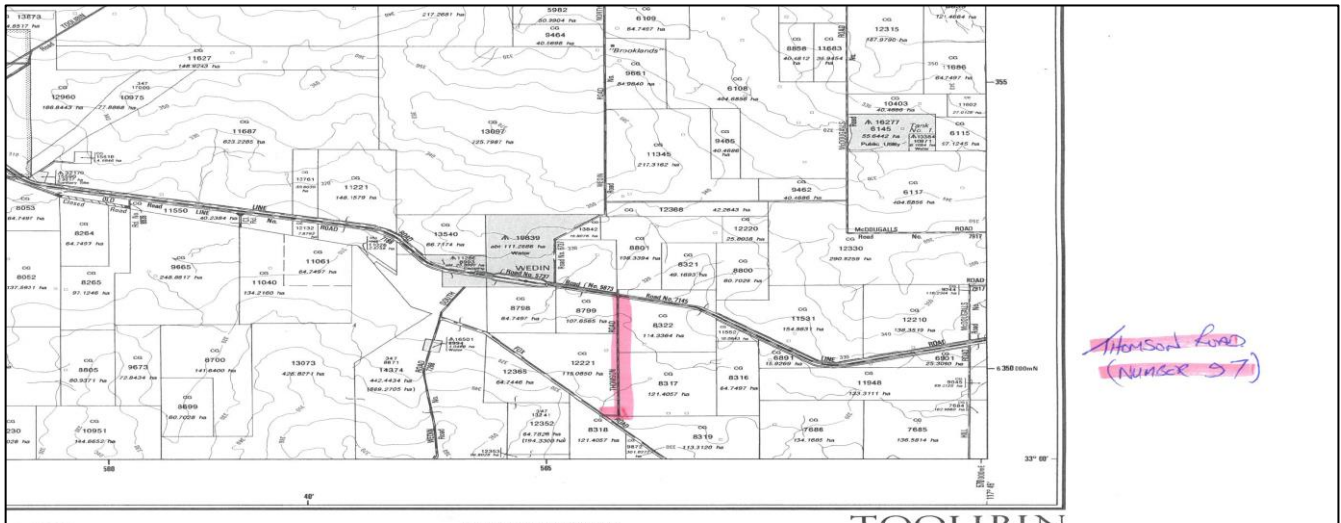
Carried 8/0

The Agenda item prepared for the 22 July 2015 Ordinary Meeting of Council is now being brought back onto the table for discussion.

Council has received the following letter from Daniel Bird:

Dear Mr Hook and Wickepin Shire Councillors

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



Comment:

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

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

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

Who owns the land in a public road

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

Closure of a public road

The five steps for public road closure and disposal are:

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

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

Proposed road closures are assessed on their individual merits and RDL's State Land Services Division acts on the advice of the relevant local government, and in consultation with the Department of

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

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

How long will the process take

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

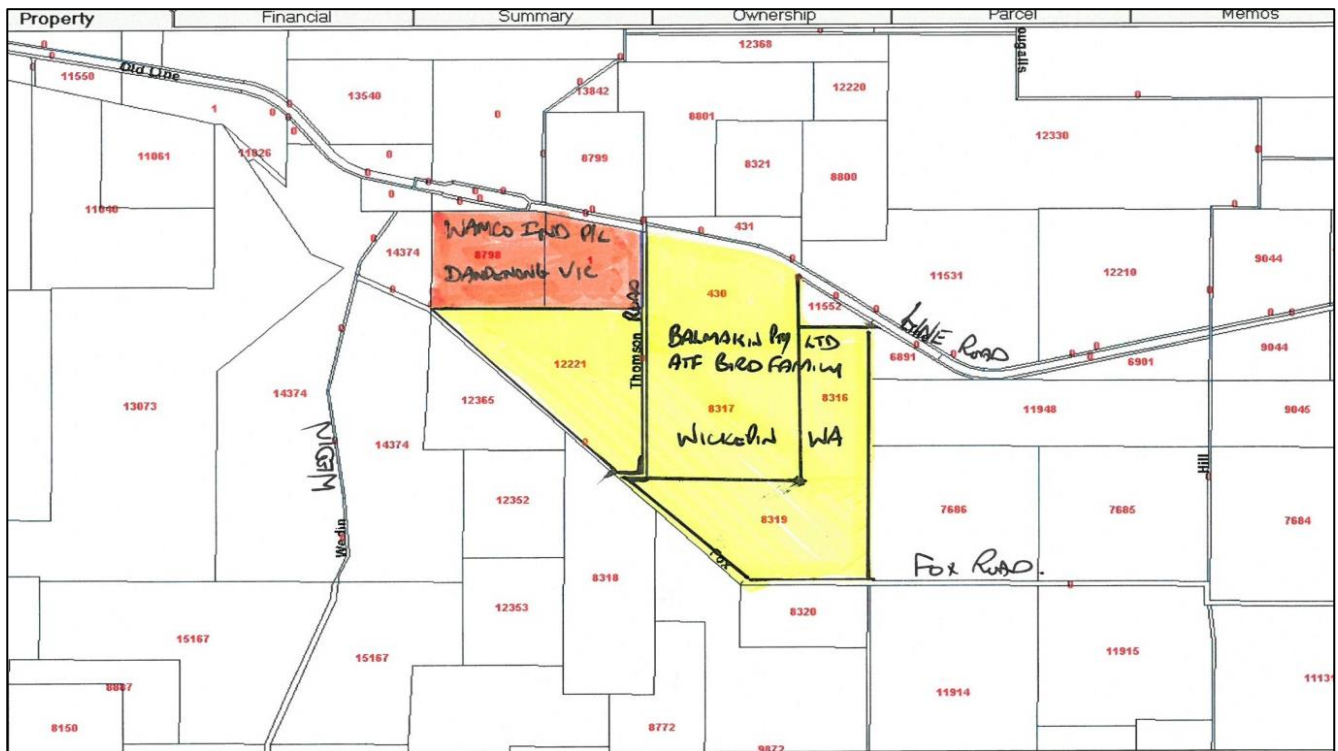
- objections to closure
- disputes between abutting land-holders
- disputes over pricing
- resolution of relocation or protection of services to remain in road
- problems in survey
- Legal complexities, such as strata titling affecting the land with which the closed road is to be amalgamated.

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

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

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

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



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

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

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

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

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



Statutory Environment:

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

Section 58. Closing roads

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

Policy Implications:

No Policy - **8.1.4 ROAD CLOSURES** only covers temporary road closures due to bad weather or damage to the existing road.

Financial Implications: All costs borne by person requesting road closure

Strategic Implications: Nil

Summary:

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

Recommendation:

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

Voting Requirements: Simple majority

Resolution No 160915-06

Moved Cr Lang / Seconded Cr Allan

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

Carried 7/0

2.01pm – CEO Mark Hook departed the Chambers due to declaring an impartiality interest – daughter works for McIntosh and Sons, Kulin branch.

Infrastructure and Engineering Services

10.1.04 - Tender for the Supply of one Smooth Drum Vibratory 10-15 Ton Roller

| | |
|------------------------------------|--|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Peter Vlahov Works Manager |
| File Reference: | 2110 |
| Author: | Peter Vlahov Works Manager |
| Disclosure of any Interest: | CEO Mark Hook - Impartiality – Daughter works for McIntosh and Son |
| Date of Report: | 9 September 2015 |

Enclosure / Attachment: Nil

Background:

Manager of Works requested tenders for the supply of one 10-15 Ton vibratory Steel Drum Roller as per the 2015 – 2016 Plant Replacement Budget. Tenders were submitted via the WALGA Preferred Supplier E Quotes System.

Comment:

Tenders have been received from five companies and were evaluated using the evaluation sheet that has been included in this report.

As shown on the evaluation sheet, it can be seen that Atlas Copco has offered a 2013 Dynapac 11 Ton CA2500D Roller for tender.

This machine is identical to the 2015 model (apart from colour), and is \$23,000 below budget. The Dynapac Rollers are an extremely well built machine and come with a 4 year or 4500 hour warranty. The back up and service is also excellent. Safety features and operator comfort are also of a high standard.

The Manager of Works has also liaised with other shire councils who currently operate the Dynapac Rollers and recommends the purchase of the Dynapac 2013 Model CA2500D 11 ton machine.

| Company | Machine | Net Changeover plus GST |
|--------------------------|--|--------------------------------|
| Atlas Copco | 2013 Dynapac CA2500D 11 ton Smooth Drum Roller | \$97,000 |
| | 2014 Dynapac CA2500D 11 ton Smooth Drum Roller | \$104,500 |
| | 2014 Dynapac CA4000D 13 ton Smooth Drum Roller | \$119,500 |
| | 2014 Dynapac CA4600D 15 ton Smooth Drum Roller | \$123,000 |
| | 2015 Dynapac CA2500D 11 ton Smooth Drum Roller | \$106,500 |
| | 2015 Dynapac CA2800D 12 ton Smooth Drum Roller | \$112,000 |
| | 2015 Dynapac CA4000D 13 ton Smooth Drum Roller | \$120,500 |
| | 2015 Dynapac CA4600D 15 ton Smooth Drum Roller | \$123,000 |
| | | Net Changeover inc GST |
| Westrac | CAT CS56B Roller | \$123,860 |
| | CAT CS533E Roller | \$105,798 |
| | | Net Changeover plus GST |
| Wirtgen Australia | HAMM 3412 Soil Compactor | \$91,752 |
| | | Net Changeover inc GST |
| CJD | Volvo SD130D Single Drum Compactor | \$95,150 |
| | | Net Changeover inc GST |
| McIntosh and Son | 614H Liugong 14 ton Smooth Drum Roller | \$71,379 |

| Supply of 10 - 15 Ton Vibratory Roller 2015 | | | | | | | | | | | | | |
|--|-------------------------------------|----------------|------------------------------|----------------|--------------|----------------|------------------------------|----------------|---------------------------|----------------|-------------|----------------|---------|
| CRITERION | A | | B | | C | | D | | E | | TOTAL SCORE | | Ranking |
| | Compliant | | Price | | Availability | | Warranty Period | | Service | | | | |
| | Fits on Low Loader | | Completion of Price Schedule | | Availability | | Years of warranty | | Back up Service and parts | | | | |
| | Withing weight range for Low Loader | | Price for all options | | | | Remedy for Warranty failures | | | | | | |
| | Within Specifications | | Price | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | weighting | 30% | weighting | 40% | weighting | 10% | weighting | 10% | weighting | 10% | | | |
| TENDERER | raw score | weighted score | raw score | weighted score | raw score | weighted score | raw score | weighted score | raw score | weighted score | raw score | weighted score | |
| ATLAS COPCO CONSTRUCTION EQUIPMENT AUSTRALIA | | | | | | | | | | | | | |
| 2013 Dynapac 11 ton CA2500D Old Colours | 5.0 | 30.0 | 5.0 | 40.0 | 5.0 | 10.0 | 5.0 | 10.0 | 5.0 | 10.0 | 25.00 | 100.00 | 1 |
| 2014 Dynapac 11 ton CA2500D New Colours | 5.0 | 30.0 | 4.0 | 32.0 | 4.0 | 8.0 | 5.0 | 10.0 | 5.0 | 10.0 | 23.00 | 90.00 | 5 |
| 2015 Dynapac 11 ton CA2500D Latest Model | 5.0 | 30.0 | 4.0 | 32.0 | 3.0 | 6.0 | 5.0 | 10.0 | 5.0 | 10.0 | 22.00 | 88.00 | 7 |
| 2015 Dynapac 12 ton CA2800D | 5.0 | 30.0 | 4.0 | 32.0 | 3.0 | 6.0 | 5.0 | 10.0 | 5.0 | 10.0 | 22.00 | 88.00 | 8 |
| WESTRAC CAT | | | | | | | | | | | | | |
| CATERPILLAR CS-563DAW (2RZ00679) | 5.0 | 30.0 | 5.0 | 40.0 | 5.0 | 10.0 | 4.0 | 8.0 | 5.0 | 10.0 | 24.00 | 98.00 | 2 |
| WIRTGEN AUSTRALIA NZ | | | | | | | | | | | | | |
| HAMM 3412 | 5.0 | 30.0 | 3.0 | 24.0 | 5.0 | 10.0 | 5.0 | 10.0 | 5.0 | 10.0 | 23.00 | 84.00 | 6 |
| CJD Equipment | | | | | | | | | | | | | |
| VOLVO SD130D | 5.0 | 30.0 | 5.0 | 40.0 | 5.0 | 10.0 | 3.0 | 6.0 | 5.0 | 10.0 | 23.00 | 96.00 | 3 |
| McINTOSH and SON | | | | | | | | | | | | | |
| LIUGONG 14 Ton 614H | 5.0 | 30.0 | 5.0 | 40.0 | 5.0 | 10.0 | 4.0 | 8.0 | 3.0 | 6.0 | 22.00 | 94.00 | 4 |

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

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

Summary:

Atlas Copco has received the highest score for their Dynapac 2013 model 11 ton CA2500D model roller at the Tendered price of \$97,000.00 plus GST as per the method of evaluation. This price is \$23,000 below the budget of \$120000 EX. GST. The recommended machine is identical to the current 2015 model except for the paint colours and is available immediately.

Recommendation:

That Council accept the E quote from Atlas Copco Construction Equipment Australia for a Dynapac 2013 Model CA2500D 11 ton machine at a tendered change over price of \$97,000 plus GST.

- Voting Requirements:** Simple majority

Resolution No 160915-07

Moved Cr Easton / Seconded Cr Hinkley

That Council accept the E quote from Atlas Copco Construction Equipment Australia for a Dynapac 2013 Model CA2500D 11 ton machine at a tendered change over price of \$97,000 plus GST.

Carried 4/3

2.12pm – CEO Mark Hook returned to the Chambers.

Infrastructure and Engineering Services

10.1.05 – Bitumen Tender Evaluation Sheet 2015

| | |
|------------------------------------|----------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Peter Vlahov Works Manager |
| File Reference: | 2111 |
| Author: | Peter Vlahov Works Manager |
| Disclosure of any Interest: | Nil |
| Date of Report: | 9 September 2015 |

Enclosure / Attachment: Nil

Background:

The Manager of Works requested tenders for the supply of full service bitumen sealing works as per the 2015 – 2016 Works Program Budget. Tenders were submitted via the WALGA Preferred Supplier E Quotes System.

Comment:

Tenders have been received from five companies and were evaluated using the evaluation sheet that has been included in this report.

Boral Asphalt have submitted a price of \$2.87/m² at an application rate of 1.6L/M². This price is the equal lowest price within the same price as was offered by Downer.

After evaluation, the MWS recommends Boral Asphalt as they are a well-equipped company with many years of experience and will be able to deliver the required service at a high standard.

All prices were for 10mm seal over existing 14mm prime with an application rate of 1.6L/m².

Boral - \$2.87

Downer - \$2.87

Bitutek - \$3.15

Colas - \$3.16

Fulton Hogan - \$3.82

| SUPPLY BITUMEN SERVICES | | | | | | | | | | | | | |
|----------------------------------|--------------------|----------------|------------------------------|----------------|-----------------------|----------------|---|----------------|-----------|----------------|-------------|----------------|---------|
| CRITERION | A | | B | | C | | D | | E | | TOTAL SCORE | | Ranking |
| | Compliant | | Price | | Availability | | Relevant Experience and Reputation | | | | | | |
| | MRD Spec. Products | | Completion of Price Schedule | | Suitable Weather Cond | | Demonstrated ability to undertake the work | | | | | | |
| | | | Full Service | | | | Experinec of tenderer to meet requirements | | | | | | |
| | | | 1.6 L / M2 | | | | Quality of workmanship | | | | | | |
| | | | | | | | Ability to work well with outside workforce | | | | | | |
| | weighting | 30% | weighting | 40% | weighting | 10% | weighting | 20% | weighting | | | | |
| TENDERER | raw score | weighted score | raw score | weighted score | raw score | weighted score | raw score | weighted score | raw score | weighted score | raw score | weighted score | |
| COLAS West Australia Pty Limited | 5.0 | 30.0 | 4.0 | 32.0 | 5.0 | 10.0 | 4.0 | 16.0 | | 0.0 | 18.00 | 88.00 | 4 |
| BITUTEK Pty Ltd | 5.0 | 30.0 | 4.0 | 32.0 | 5.0 | 10.0 | 5.0 | 20.0 | | 0.0 | 19.00 | 92.00 | 3 |
| Boral ASPHALT | 5.0 | 30.0 | 5.0 | 40.0 | 5.0 | 10.0 | 4.0 | 16.0 | | 0.0 | 19.00 | 96.00 | 1 |
| Downer | 5.0 | 30.0 | 5.0 | 40.0 | 5.0 | 10.0 | 4.0 | 16.0 | | 0.0 | 19.00 | 96.00 | 2 |
| Fulton Hogan | 5.0 | 30.0 | 3.0 | 24.0 | 5.0 | 10.0 | 3.0 | 12.0 | | 0.0 | 16.00 | 76.00 | 5 |

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

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

Summary:

Boral Asphalt's Tender received the highest score as per the evaluation method. The evaluation was based on equal parameters and without bias, using MRDWA standards materials.

Recommendation:

That Council accept the E Quote from Boral Asphalt for a full service and lay of bitumen products at a tendered price of \$2.87/m² at 1.6L/m².

- Voting Requirements:** Absolute majority

Resolution No 160915-08

Moved Cr Lang / Seconded Cr Astbury

That Council accept the E Quote from Boral Asphalt for a full service and lay of bitumen products at a tendered price of \$2.87/m² at 1.6L/m².

Carried 7/0

2.18pm – MWS Peter Vlahov departed the Chambers.

Governance, Audit and Community Services

10.2.01 – Financial Report

| | |
|------------------------------------|----------------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Natalie Manton - Finance Manager |
| File Reference: | |
| Author: | Natalie Manton – Finance Manager |
| Disclosure of any Interest: | Nil |
| Date of Report: | 9 August 2015 |

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 31 August 2015 as presented be received.

Voting Requirements: Simple majority

Resolution No 160915-09

Moved Cr Lang / Seconded Cr Russell

That the financial statements tabled for the period ending 31 August 2015 as presented be received.

Carried 7/0

Bank Balances

As at 31/08/2015

| | Bank Statement |
|----------------------------|-----------------------|
| Municipal Fund | 690,056.27 |
| Municipal ANZ Term Deposit | 500,000.00 |
| Municipal OCDF | 289,706.37 |
| Petty Cash | 700.00 |
| Reserves | 1,058,936.13 |
| Total | \$2,539,398.77 |
| Trust Fund | \$50,988.80 |
| Transport Account | 1,405.75 |

Debtors

Rates as at 31/08/2015

| | | |
|--------------|--------------------|-----------------------|
| Account 7461 | Rates | 1,321,240.32 |
| Account 6051 | Sewerage | 45,809.10 |
| Account 7451 | Excess Receipts | -1524.88 |
| Account 1092 | ESL | 31,823.41 |
| Account 7481 | Domestic Rubbish | 30,544.29 |
| Account 7491 | Commercial Rubbish | 6,400 |
| Account 7201 | Refuse Site Levy | 19,213.80 |
| Account 1052 | ESL Penalty | 175.75 |
| Total | | \$1,453,681.80 |

Sundry Debtors as at 31/08/2015

| | |
|--------------|-------------------|
| Current | 741.00 |
| 1 Month | 305.00 |
| 2 Months | 550.00 |
| 3 Months | 165.00 |
| Total | \$1,746.41 |

Governance, Audit and Community Services

10.2.02 – List of Accounts

| | |
|------------------------------------|----------------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Natalie Manton - Finance Manager |
| File Reference: | |
| Author: | Natalie Manton - Finance Manager |
| Disclosure of any Interest: | Nil |
| Date of Report: | 9 August 2015 |

Enclosure / Attachment: List of Accounts

Background: List of Accounts remitted during the period from 1– 31 August 2015

| | <u>Vouchers</u> | <u>Amounts</u> |
|--------------------------|-----------------|----------------------------|
| Municipal Account | | |
| Cheques & EFT | | 194,730.86 |
| Payroll | August | 76,385.32 |
| Trust | | |
| Cheques & EFT | | 1,153.93 |
| | TOTAL | <u>\$272,270.11</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 F3.7 - Cheque Issue

Strategic Implications: Not applicable

Recommendation: That Council acknowledges that payments totaling **\$272,270.11** 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 160915-10

Moved Cr Allan / Seconded Cr Easton

That Council acknowledges that payments totaling **\$272,270.11** 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
Aug-15

| Chq/EFT | Date | Name | Description | Muni | Trust |
|---------|------------|--------------------------------------|---|--------------|-----------|
| 1258 | 10/08/2015 | BCITF | JULY BUILDING LEVIES | | \$ 57.78 |
| 1259 | 10/08/2015 | DOCEP - BOND ADMINISTRATOR | BOND UNIT 1 COTTAGE HOMES | | \$ 520.00 |
| EFT5682 | 10/08/2015 | BUILDING COMMISSION, DEPARTMENT OF | JULY BUILDING SERVICES LEVY | | \$ 56.15 |
| EFT5683 | 17/08/2015 | OLYMPICS NETBALL CLUB | KIDSPORT | | \$ 220.00 |
| EFT5684 | 17/08/2015 | WICKEPIN LADIES HOCKEY CLUB | KIDSPORT | | \$ 300.00 |
| EFT5650 | 03/08/2015 | BEST OFFICE SYSTEMS | PHOTOCOPIER CHARGES BLACK AND COLOUR | \$ 1,388.52 | |
| EFT5651 | 03/08/2015 | CALEB DAVENPORT PHOTOGRAPHY | FIRST HALF- FILM AND IMAGES WICKEPIN MINI | \$ 1,750.00 | |
| EFT5652 | 03/08/2015 | JR & A HERSEY | PARTS, SAFETY EQUIPMENT | \$ 267.45 | |
| EFT5653 | 03/08/2015 | LOCAL GOVERNMENT ASSOCIATION OF WA | ROMAN II SUBSCRIPTION 15/16 | \$ 10,166.56 | |
| EFT5654 | 03/08/2015 | MOORE STEPHENS | MODEL BUDGET TEMPLATES 2015/16 | \$ 440.00 | |
| EFT5655 | 03/08/2015 | MADELEINE ENTERPRISES | COMMUNITY CENTRE KEY TAGS | \$ 47.00 | |
| EFT5656 | 03/08/2015 | STAR TRACK EXPRESS | FREIGHT ON GRADER PARTS | \$ 43.09 | |
| EFT5657 | 03/08/2015 | NARROGIN TOYOTA | PARTS- COVER PLATE | \$ 9.90 | |
| EFT5658 | 03/08/2015 | ANTONY SMITH | VARIOUS REPAIRS | \$ 160.00 | |
| EFT5659 | 03/08/2015 | WESTERN AUSTRALIAN TREASURY CORP | Loan No. 100 Interest payment - | \$ 2,123.39 | |
| EFT5660 | 10/08/2015 | AUSTRALIA'S GOLDEN OUTBACK | 2015/16 GOLD MEMBERSHIP | \$ 295.00 | |
| EFT5661 | 10/08/2015 | AIRPORT LIGHTING SPECIALISTS PTY LTD | WINDSOCK FOR AIRPORT | \$ 195.80 | |
| EFT5662 | 10/08/2015 | KELLY COCHRANE | CLEANING YEALERING | \$ 300.00 | |
| EFT5663 | 10/08/2015 | AC & E J FULFORD & CO | PUSH GRAVEL- CEMETERY PIT, LEESON RD, | \$ 17,820.00 | |
| EFT5664 | 10/08/2015 | FRANK WESTON & CO | METAL DOOR FRAME CARAVAN PARK | \$ 39.80 | |
| EFT5665 | 10/08/2015 | GREAT SOUTHERN FUEL SUPPLIES | FUELS AND OILS JULY 2015 | \$ 19,630.61 | |
| EFT5666 | 10/08/2015 | HANCOCKS HOME HARDWARE | KEY CUT- DEPOT | \$ 12.00 | |
| EFT5667 | 10/08/2015 | ELIZABETH HEFFERNAN | CLEANING ALBERT FACEY HOMESTEAD | \$ 40.00 | |
| EFT5668 | 10/08/2015 | JASON SIGNMAKERS | SIGNS- SPPD, WATER AND DELINEATORS | \$ 1,544.40 | |
| EFT5669 | 10/08/2015 | LOCAL GOVERNMENT ASSOCIATION OF WA | LOCAL LAWS SUBSCRIPTION 2015/16 | \$ 962.50 | |
| EFT5670 | 10/08/2015 | MARKETFORCE PRODUCTIONS | ADVERTISING NGN OBSERVER | \$ 195.49 | |
| EFT5671 | 10/08/2015 | NARROGIN HARDWARE MAKIT | ROOF VENTILATOR SWIMMING POOL CHEMICAL | \$ 99.00 | |
| EFT5672 | 10/08/2015 | NARROGIN BEARING SERVICE | ROSE JOINT, BALL STUD HINO TRUCK | \$ 48.07 | |
| EFT5673 | 10/08/2015 | NARROGIN AUTO ELECTRICS | LED CLEARANCE LIGHTS TRAILER | \$ 57.00 | |
| EFT5674 | 10/08/2015 | NARROGIN BOILERMAKERS | WORK UNIFORMS- CAMERON | \$ 1,785.00 | |

Attachment- Item 10.2.02

| | | | | | |
|---------|------------|------------------------------------|--|----|----------|
| EFT5675 | 10/08/2015 | OFFICEWORKS SUPERSTORES PTY LTD | STATIONERY AND REFRESHMENTS | \$ | 102.02 |
| EFT5676 | 10/08/2015 | PCS | LABOUR SETUP INSTALLATION SERVER | \$ | 6,882.50 |
| EFT5677 | 10/08/2015 | MAUREEN PREEDY | JULY CLEANING YEALERING | \$ | 460.00 |
| EFT5678 | 10/08/2015 | RSA WORKS | METROCOUNT READINGS, BLACKSPOT | \$ | 550.00 |
| EFT5679 | 10/08/2015 | WESTRAC EQUIPMENT | AIR COMPRESSOR CAT 12H GRADER | \$ | 4,054.21 |
| EFT5680 | 10/08/2015 | WICKEPIN MOTORS | FRONT WINDSCREEN TO BACKHOE | \$ | 446.71 |
| EFT5681 | 10/08/2015 | WICKEPIN HOTEL AND HARVEST CAFE | COUNCIL MEETING DINNER | \$ | 460.30 |
| EFT5685 | 24/08/2015 | AUSTRALIA POST | POSTAGE JULY 2015 | \$ | 292.70 |
| EFT5686 | 24/08/2015 | ADAGE FURNITURE | TABLES, STOOLS HARRISMITH GOLF CLUB | \$ | 3,899.50 |
| EFT5687 | 24/08/2015 | BURGESS RAWSON (WA) PTY LTD | WATER USAGE 5 JUN TO 7 AUG | \$ | 156.20 |
| EFT5688 | 24/08/2015 | COURIER AUSTRALIA | FREIGHT- LIBRARY BOOKS, PATHWEST SAMPLES | \$ | 37.42 |
| EFT5689 | 24/08/2015 | COVS PARTS PTY LTD | AM/FM RADIO- P2433 | \$ | 162.92 |
| EFT5690 | 24/08/2015 | LANDGATE | VALUATION MIN CHARG MINING TENEMENTS | \$ | 186.85 |
| EFT5691 | 24/08/2015 | FULTON HOGAN | PELLET EZSTREET- WICKYPING RD | \$ | 1,980.00 |
| EFT5692 | 24/08/2015 | EWEN RURAL SUPPLIES | DEPOT, PARTS, MILK, REFRESHMENTS, OIL, | \$ | 6,596.18 |
| EFT5693 | 24/08/2015 | EASIFLEET | LEASE TRITON GLX FACEY GROUP | \$ | 752.54 |
| EFT5694 | 24/08/2015 | EFIRE & SAFETY | SERVICE 5 X FIRE EXT, REEL, BLANKET | \$ | 66.00 |
| EFT5695 | 24/08/2015 | AC & EJ FULFORD & CO | EXCAVATE AT WICKEPIN TIP, EXCAVATE HIRE | \$ | 3,388.00 |
| EFT5696 | 24/08/2015 | GLOBE AUSTRALIA PTY LTD | CASPER TURF HERBICIDE | \$ | 654.94 |
| EFT5697 | 24/08/2015 | GREAT EASTERN MOTOR LODGE | ACCOMMODATION- P VLAHOV TRAINING | \$ | 520.00 |
| EFT5698 | 24/08/2015 | JASON SIGNMAKERS | SIGNS- R2R PROJECT, COAD, BUTLER RD, | \$ | 2,967.80 |
| EFT5699 | 24/08/2015 | KEL'S TYRES | 4 X TYRES NAVARA | \$ | 1,116.50 |
| EFT5700 | 24/08/2015 | LOCAL HEALTH AUTHORITY ANALYTICAL | HEALTH SAMPLING ANALYTICAL SERVICES FOR | \$ | 385.00 |
| EFT5701 | 24/08/2015 | LOCAL GOVERNMENT ASSOCIATION OF WA | ADVERTISING 2015 ELECTIONS | \$ | 3,528.00 |
| EFT5702 | 24/08/2015 | MOBILE MASTERS | REPAIR HAND HELD 2WAY RADIO | \$ | 501.82 |
| EFT5703 | 24/08/2015 | GREAT SOUTHERN WASTE DISPOSAL | RUBBISH REMOVAL 29 JUNE TO 27 JULY | \$ | 4,366.62 |
| EFT5704 | 24/08/2015 | NARROGIN PUMPS, SOLAR AND SPRAYING | MESH/POLY FILTER- P003 | \$ | 37.38 |
| EFT5705 | 24/08/2015 | NARROGIN TOYOTA | FILES, NUTS FOR CHAINSAW | \$ | 22.08 |
| EFT5706 | 24/08/2015 | WAGIN PLUMBING | SUPPLY AND INSTALL HOT WATER SYSTEM | \$ | 3,715.80 |
| EFT5707 | 24/08/2015 | ROCLA | HEADWALLS | \$ | 8,596.50 |
| EFT5708 | 24/08/2015 | WICKEPIN NEWSAGENCY | STATIONARY, MILK, PAPERS AND CATERING | \$ | 275.30 |
| EFT5709 | 24/08/2015 | WORLDWIDE ONLINE PRINTING | BUSHFIRE SEASON MAGNETS 2015/16 | \$ | 517.00 |
| EFT5710 | 31/08/2015 | AUSTRALIAN PLANT WHOLESALERS | STREET TREES- YEALERING AND WICKEPIN | \$ | 247.50 |

Attachment- Item 10.2.02

| | | | | | |
|----------|------------|------------------------------------|---|----|-----------|
| EFT5711 | 31/08/2015 | YVONNE BOWEY CONSULTING | BUDGET PREPARATION, NCA POSITION ANALYSIS | \$ | 5,325.00 |
| EFT5712 | 31/08/2015 | BEST OFFICE SYSTEMS | BLACK AND COLOUR COPY CHARGES AUG 15 | \$ | 1,386.18 |
| EFT5713 | 31/08/2015 | FESA - ESL | 2015/16 ESL 1ST QUARTER | \$ | 10,724.80 |
| EFT5714 | 31/08/2015 | HARRIS ZUGLIAN ELECTRICS | SUPPLY AND FIT SENSOR LIGHT AT ADMIN OFFICE | \$ | 313.50 |
| EFT5715 | 31/08/2015 | RG & JE MILLER FAMILY TRUST | PAYROLL SERVICES | \$ | 3,686.25 |
| EFT5716 | 31/08/2015 | NARROGIN PUMPS, SOLAR AND SPRAYING | REPAIRS TO POOL VACUUM | \$ | 551.28 |
| EFT5717 | 31/08/2015 | STAR TRACK EXPRESS | FREIGHT ON PARTS FORM WA HINO | \$ | 43.57 |
| EFT5718 | 31/08/2015 | NARROGIN TOYOTA | 1 X CHAINSAW AND 1 X LINE CUTTER/ | \$ | 1,802.00 |
| EFT5719 | 31/08/2015 | NARROGIN BOILERMAKERS | WORK SAFETY WEAR- P ARNOLD, J SMITH | \$ | 1,609.00 |
| EFT5720 | 31/08/2015 | PCS | COMPUTER BACKUP, RATES, PAYROLL, RELIEF | \$ | 510.00 |
| EFT5721 | 31/08/2015 | LIONEL ANTHONY RIGBY | CARAVAN PARK MANAGEMENT FEES JULY- AUG | \$ | 333.51 |
| EFT5722 | 31/08/2015 | PETER STRIBLING | CARAVAN PARK MANAGEMENT FEES JULY-AUG | \$ | 84.86 |
| EFT5723 | 31/08/2015 | ANTONY SMITH | CLEANING NETBALL COURTS JUNE, JULY, AUGUST | \$ | 560.00 |
| EFT5724 | 31/08/2015 | WA HINO SALES & SERVICE | HINO- AL TENATOR AND AIRCON BELTS | \$ | 99.32 |
| EFT5725 | 31/08/2015 | WICKEPIN DISTRICT SPORTS CLUB | COMMUNITY GRANTS BOWLING CLUB AND SPORTS | \$ | 3,364.00 |
| 15203 | 03/08/2015 | CHEDOONA ENVIRONS | VARIOUS NATIVE SHRUBS | \$ | 816.50 |
| 15204 | 03/08/2015 | MIDALIA STEEL | SHEETS OF I MESH | \$ | 627.00 |
| 15205 | 03/08/2015 | TELSTRA | PHONE CHARGES TO 13 JULY ADMIN OFFICE, | \$ | 1,485.76 |
| 15206 | 10/08/2015 | SYNERGY | STREETLIGHTS 25 JUN TO 24 JULY | \$ | 1,662.95 |
| 15207 | 24/08/2015 | A & A CORASANITI | ERECT GATES AND LIMESTONE BLOCKS AT | \$ | 10,463.20 |
| 15208 | 24/08/2015 | HILTON HOTELS OF AUSTRALIA PTY LTD | ACCOMM & MEALS- CR MARTIN, CR LANSDELL, CEO | \$ | 5,127.60 |
| 15209 | 24/08/2015 | SOUTHWEST ISUZU | BRAKE/TAIL LIGHTS P 342 | \$ | 26.29 |
| 15210 | 24/08/2015 | TELSTRA | MOBILE PHONE TO 09 AUG P VLAHOV | \$ | 205.41 |
| 15211 | 24/08/2015 | SYNERGY | ELECTRICITY CHARGES 19/5/15 TO 14/07/15 | \$ | 719.60 |
| 15212 | 24/08/2015 | WATER CORPORATION | GROUP WATER BILL - 9JUN - 10AUG | \$ | 2,934.28 |
| 15213 | 31/08/2015 | JOHN RUSH GREGORY | REIMBURSE OVERPAID RENT- COTTAGE HOMES | \$ | 204.30 |
| 15214 | 31/08/2015 | JOHN ROBERTSON CARPENTRY SVCES | RESTORATION WORKS- 1ST PROGRESS PAYMENT | \$ | 10,909.50 |
| 15215 | 31/08/2015 | TELSTRA | PHONE CHARGES USAGE TO 13/08/15 AND | \$ | 1,547.85 |
| 15216 | 31/08/2015 | WATER CORPORATION | WATER CHARGES STANPIPES, SPORTS GROUND, | \$ | 1,497.60 |
| DD8819.1 | 05/08/2015 | WA LOCAL GOVERNMENT SUPER PLAN | Payroll deductions | \$ | 3,340.66 |
| DD8819.2 | 05/08/2015 | RAMSAY SUPERANNUATION FUND | Superannuation contributions | \$ | 44.98 |
| DD8819.3 | 05/08/2015 | PRIME SUPER | Superannuation contributions | \$ | 133.88 |
| DD8819.4 | 05/08/2015 | ING CUSTODIANS PTY LTD | Superannuation contributions | \$ | 183.85 |

Attachment- Item 10.2.02

| | | | | | |
|-----------------------|------------|--------------------------------|------------------------------|-----------|-------------------|
| DD8819.5 | 05/08/2015 | MTAA SUPER FUND | Superannuation contributions | \$ | 348.49 |
| DD8819.6 | 05/08/2015 | ANZ SUPER - ALLAN HEMLEY | Superannuation contributions | \$ | 172.46 |
| DD8819.7 | 05/08/2015 | TREMAYNE SUPERANNUATION FUND | Superannuation contributions | \$ | 54.86 |
| DD8830.1 | 19/08/2015 | WA LOCAL GOVERNMENT SUPER PLAN | Payroll deductions | \$ | 3,578.97 |
| DD8830.2 | 19/08/2015 | PRIME SUPER | Superannuation contributions | \$ | 114.59 |
| DD8830.3 | 19/08/2015 | ING CUSTODIANS PTY LTD | Superannuation contributions | \$ | 183.85 |
| DD8830.4 | 19/08/2015 | MTAA SUPER FUND | Superannuation contributions | \$ | 348.49 |
| DD8830.5 | 19/08/2015 | ANZ SUPER - ALLAN HEMLEY | Superannuation contributions | \$ | 172.46 |
| DD8830.6 | 19/08/2015 | TREMAYNE SUPERANNUATION FUND | Superannuation contributions | \$ | 85.34 |
| Total Payments | | | | \$ | 194,730.86 |
| | | | | \$ | 1,153.93 |

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: | 206 |
| Author: | Lee Parker, Community Development Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 10 September 2015 |

Enclosure / Attachment: Nil

| | |
|---|--|
| Arts and Cultural | <p>Dryandra Country Art Food and Wine Event</p> <ul style="list-style-type: none"> • Correspondence with committee and interested parties for 2016 event • Committee meeting in Narrogin <p>Other</p> <ul style="list-style-type: none"> • Correspondence with Country Camp Fire re event at the end of October • Supported ARtS Narrogin in promoting their projects |
| Community Development | <p>Townscape</p> <ul style="list-style-type: none"> • Discussions re walk trail grant applications <p>War Memorial Upgrade</p> <ul style="list-style-type: none"> • Liaison re seating at the war memorial • Correspondence with Jason Signs and Albany Library re memorial fence <p>Wickepin Cemetery</p> <ul style="list-style-type: none"> • Correspondence with Everlon re cemetery • Maintained correspondence with the families • Liaison with builders and works • Site meetings • Plaques at depot <p>Other</p> <ul style="list-style-type: none"> • Provided notes for Facebook page and mail out • Follow up grant opportunities for Shire of Wickepin projects. • Assisted community members on grant opportunities and events. • Responded to queries from CDO Network |
| Economic Development | <p>Facey Carriage Drive</p> <ul style="list-style-type: none"> • Correspondence with participants post event and planning for 2016 • Media coverage • |
| Tourism, Marketing and Promotion | <ul style="list-style-type: none"> • Correspondence/conversation with photographer for mini-series. Placement of videos on youtube, facebook, Instagram. Discussions aimed at broadening the public viewing of videos. • Advert placed in Have-a-go-News aimed at the over 45's • Discussions/correspondence with Australia's Golden Outback leading to extensive coverage in the West Australian on Saturday 5th September |

| | |
|---|---|
| Special Needs Groups including Youth, Disabled and Older People. | Johnston Park <ul style="list-style-type: none"> • Correspondence with builders with regards the gazebo build in park • Correspondence with suppliers of equipment and solar lighting Other <ul style="list-style-type: none"> • Provided information for groups to access grants. • Correspondence with Health Centre and HACC |
| Heritage | Railway Restoration <ul style="list-style-type: none"> • Site meetings with builder restoring the brickwork • Correspondence with builder restoring the woodwork and roof • Correspondence with Heritage Consultant and Lotterywest Other <ul style="list-style-type: none"> • Maintenance of Old Railway Station: discussions with builder |
| Governance Other | <ul style="list-style-type: none"> • Staff support as needed • Budget discussions and meetings |

Projects Currently On CDO Desk for 2015

| | |
|-------------------------------------|---|
| War Memorial | <ul style="list-style-type: none"> ✓ Due for completion Mid April ✓ ANZAC grant and Shire funded • <i>Seating to be finalised</i> |
| Railway Building Restoration | <ul style="list-style-type: none"> • Due for completion end of July. <i>Running late</i> • Lotterywest and Shire funded • Work underway. Roof finished. Brickwork completed. Woodwork to start soon. |
| Facey Carriage Drive | <ul style="list-style-type: none"> ✓ Successful weekend held. Next carriage drive in October 2016 ✓ Shire support in-kind |
| Wickepin Cemetery | <ul style="list-style-type: none"> • To be completed by October/November • Royalties for Regions, Country Local Governments Fund • Work has begun |
| Walk Trails Signage | <ul style="list-style-type: none"> • To be completed by early November (hopefully earlier) • Funded by Lotterywest and Shire |
| Campfire Country Hall Crawl | <ul style="list-style-type: none"> • Possible annual event to be held over last weekend in October • Shire support in-kind |
| Lotterywest grants | <ul style="list-style-type: none"> • Grants to be submitted: Signage for Yealering and Harrismith • Due October • Possible CANWA grant: Due September |
| Johnston Park Development | <ul style="list-style-type: none"> • Due for completion March 2016 • Wheatbelt Development Commission funded – Creating Aged Friendly Communities • Shire support in kind |

Funding Applications Status Report

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

Albert Facey Memorial Wildflower Drive

Wickepin was inundated with horses, sulkies, buggies, vintage vehicles, tourists, markets and a lot of period costume over the weekend of the 29th to 31st August.

The Avon and Hills Carriage driving club invited three other clubs (Albany Club, Murray & Districts Club and the West Australian Harness Society) to join them in Wickepin for a weekend of pleasure driving.

The Shire had visitors and drivers from Esperance, Augusta, Dwellingup, South of Margaret River, Northam, Beverley, Swan Valley, Lesmurdie and Albany among others.

The carriage drivers dressed up in period costume for the parade through town on Saturday morning. They joined in at the bustling community markets for lunch and then bridled up again for a drive out through the Lewisdale property.

Speeches during dinner at the Wickepin Hotel that evening had the shire praised for their involvement. A big night around the campfire at the saleyards rounded off their evening.

On Sunday they headed out for a drive to Inkie Pinkie school site where a number of locals joined them for a packed lunch. Hazel Green gave them some insight into the history of the school.

They joined the Albert Facey Homestead Management group in celebrating Albert Facey's Birthday later in the afternoon. Well done Linley Rose and helpers for organising a wonderful high tea.

Period costume was the go and a number of our loyal locals joined in the fun. Descendants of Albert Facey, the McCall family, the Spackman family and the Rintell/Shults family travelled from far and wide to help celebrate the birthday.

On Monday they headed out for a short pleasure drive along the railway line heading east.

A special mention must be made to Peter Vlahov, Graeme Wilson and Allan Hemley for having the town looking so wonderful for the weekend. Also, to Peter Marsh for all the extra effort he went to in helping the carriage drivers feel so welcome.

I have been assured by the organisers, Marilyn Piper and Sue Tighe, that they would like to have this as an annual event. They anticipate being back next October to coincide with the Wickepin Art Prize.

The carriage drivers were based at the saleyards and used the community centre for showering. They left the area in immaculate condition. CDO would like to have noted that the Public Relations credibility and advertising

the Shire of Wickepin achieved through the free use of shower and saleyard facilities is worth thousands of dollars.

We had over 25 minutes of regional ABC radio airtime on Friday 28th August at around 11.20am promoting the carriage drive, too. The Facey Homestead and Wickepin Shire were both advertised heavily throughout this interview.

Wickepin Cemetery

Work has begun in earnest on the cemetery. The ashes have been carefully removed from the old niche wall and are being stored in the safe at the Shire administration building. The footprint for the replacement granite memorialisation wall and the new gazebo has been cleared by Peter Marsh and Peter Vlahov. Special care was taken to ensure as much of the vegetation was maintained as possible.

Builder Tony Corasaniti has levelled the area and poured the pathway and footwork for the gazebo. The metal frame has been installed and the wood for the roof installed. The new granite system is waiting at the works depot to be installed and the new plaques are in transit to Wickepin.

Tourism

Caleb Davenport Photography spent the weekend of the 29th and 30th August in Wickepin filming mini-videos and taking still shots for us to use in a tourism drive. He employed 3 models in a series of storyboards across the shire. He has delivered 60 images to the shire already which we have begun using on our Facebook page, our Instagram account and newspaper advertising. Our Instagram account is @wickepin_shire for those of you who would like to contribute to the following and post images of the shire, too. The models used have over a thousand followers and we hope to cash in on that when they start posting #wickepin #faceycountry

The mini-videos have been delivered to the shire – we will then start using them on our Facebook page, Instagram and YouTube. We have still advertised in the traditional tourism lift outs aimed at the over 45's, caravanners and gray nomads but are hoping to attract the younger set who are keen on going on roadtrips/exploring.

War Memorial

CDO is waiting for a series of historical photographs from the Albany Library to complete the fence at the memorial. They are sourcing images that have relevance to the shire and include the fallen honoured on our memorial – or the battalions they belonged to. Jason Signs is ready and waiting for the images.

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 10 September 2015

Voting Requirements: Simple majority.

Resolution No 160915-11**Moved Cr Allan / Seconded Cr Lang**

That council notes the report from the Community Development Officer dated 10 September 2015.

Carried 7/0

Governance, Audit and Community Service

10.2.04 – Governance, Audit and Community Services Committee Meeting

Recommendations

| | |
|------------------------------------|---|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Governance, Audit and Community Services Committee |
| File Reference: | 202 |
| Author: | Mark J Hook, Chief Executive Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 9 September 2015 |

Enclosure / Attachment: Nil.

Background:

Governance, Audit and Community Services Committee Meeting held 9 September 2015.

Comment:

The Governance, Audit and Community Services Committee Meeting was held on Wednesday 9 September 2015 and passed the following Recommendations:

Moved Cr Russell / Seconded Cr Allan
 That the General Waste and Recycle bins Policy be adopted by Council:

7.2.5 GENERAL WASTE AND RECYCLE BINS

OBJECTIVE: Council provides households and businesses with bins to assist in the management of waste and recycling. Residential properties have different bin entitlements to businesses.

NEW AND STOLEN BINS

Council will provide one general waste bin (green lid) and one recycling bin (yellow lid) to the following;

- New residential; and
- New commercial.

REFUSE COLLECTION

The annual refuse charge on council’s rate notice entitles the following pick up from premises;

Residential

- 1x 240 litre green waste bin
- 1x 240 litre yellow recycling bin

Commercial

- 3x 240 litre green waste bin
- Bulk recycling (cardboard , paper etc.) pick up from approved pick up area
- 3x 240 litre yellow recycle bins for glass, plastics, aluminium etc.

Over and above the allocated amount of collection will incur an additional charge based on annual refuse charges.

Council’s contractors will not pick up 44 gallon drums or any other rubbish receptacle other than a 240 litre bin.

DAMAGED BINS

Council will only repair and replace bins damaged by council’s contractors. Residents/owners to purchase replacement bins at their own cost.

| | |
|--------------------|------------------------|
| RESOLUTION: | DATE OF REVIEW: |
| | |

Carried 3/0

Moved Cr Russell / Seconded Cr Allan

That Council change the word 'debit' to 'credit' within the Financial hardship for Water Services Policy.

Carried 3/0

Moved Cr Allan / Seconded Cr Russell

That Council rescind the Local Planning Policy design Guidelines for Residences in Rural Residential Zone Policy.

Carried 3/0

Moved Cr Allan / Seconded Cr Russell

That the Governance, Audit and Community Services Committee request the CEO to review the current Strategic Staff Housing Plan 2014-2024 and represent an updated Strategic Staff Housing Plan to the next Governance, Audit and Community Services committee meeting.

Carried 3/0

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

Recommendation:

That Council pass the following recommendations;

1. That the General Waste and Recycle bins Policy be adopted by Council:

7.2.5 GENERAL WASTE AND RECYCLE BINS

OBJECTIVE: Council provides households and businesses with bins to assist in the management of waste and recycling. Residential properties have different bin entitlements to businesses.

NEW AND STOLEN BINS

Council will provide one general waste bin (green lid) and one recycling bin (yellow lid) to the following;

- New residential; and
- New commercial.

REFUSE COLLECTION

The annual refuse charge on council's rate notice entitles the following pick up from premises;

Residential

- 1x 240 litre green waste bin
- 1x 240 litre yellow recycling bin

Commercial

- 3x 240 litre green waste bin
- Bulk recycling (cardboard , paper etc.) pick up from approved pick up area
- 3x 240 litre yellow recycle bins for glass, plastics, aluminium etc.

Over and above the allocated amount of collection will incur an additional charge based on annual refuse charges.

Council's contractors will not pick up 44 gallon drums or any other rubbish receptacle other than a 240 litre bin.

DAMAGED BINS

Council will only repair and replace bins damaged by council's contractors. Residents/owners to purchase replacement bins at their own cost.

| RESOLUTION: | DATE OF REVIEW: |
|-------------|-----------------|
| | |

2. That Council change the word 'debit' to 'credit' within the Financial hardship for Water Services Policy.
3. That Council rescind the Local Planning Policy design Guidelines for Residences in Rural Residential Zone Policy.
4. That Council request the CEO to review the current Strategic Staff Housing Plan 2014-2024 and represent an updated Strategic Staff Housing Plan to the next Governance, Audit and Community Services committee meeting.

Voting Requirements: Absolute majority

Resolution No 160915-12

Moved Cr Hinkley / Seconded Cr Allan

That Council pass the following recommendations;

1. That the General Waste and Recycle bins Policy be adopted by Council:

7.2.5 GENERAL WASTE AND RECYCLE BINS

OBJECTIVE: Council provides households and businesses with bins to assist in the management of waste and recycling. Residential properties have different bin entitlements to businesses.

NEW AND STOLEN BINS

Council will provide one general waste bin (green lid) and one recycling bin (yellow lid) to the following;

- New residential; and
- New commercial.

REFUSE COLLECTION

The annual refuse charge on council’s rate notice entitles the following pick up from premises;

Residential

- 1x 240 litre green waste bin
- 1x 240 litre yellow recycling bin

Commercial

- 3x 240 litre green waste bin
- Bulk recycling (cardboard , paper etc.) pick up from approved pick up area
- 3x 240 litre yellow recycle bins for glass, plastics, aluminium etc.

Over and above the allocated amount of collection will incur an additional charge based on annual refuse charges.

Council’s contractors will not pick up 44 gallon drums or any other rubbish receptacle other than a 240 litre bin.

DAMAGED BINS

Council will only repair and replace bins damaged by council’s contractors. Residents/owners to purchase replacement bins at their own cost.

| RESOLUTION: | DATE OF REVIEW: |
|-------------|-----------------|
| | |

2. That Council change the word ‘debit’ to ‘credit’ within the Financial hardship for Water Services Policy.
3. That Council rescind the Local Planning Policy design Guidelines for Residences in Rural Residential Zone Policy.
4. That Council request the CEO to review the current Strategic Staff Housing Plan 2014-2024 and re-present an updated Strategic Staff Housing Plan to the next Governance, Audit and Community Services committee meeting.

Carried 7/0

Governance, Audit and Community Services

10.2.05 – Rooster and Geese 31 Wickepin Street, Wickepin

| | |
|------------------------------------|---|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Mark J Hook, Chief Executive Officer |
| File Reference: | 1813 |
| Author: | Mark J Hook, Chief Executive Officer |
| Disclosure of any Interest: | Peter Bransby is Council's Leading hand |
| Date of Report: | 8 September 2015 |

Enclosure / Attachment: Nil

Background:

Council has received a request from the Owners of Lot 1, 31 Wickepin Street Wickepin, Peter and Judy Bransby, to have one rooster and two geese on their property. The Rooster is required for breeding purposes.

Comment:

Councils current Health Act 1911 Shire of Wickepin Health Local Laws 2000 states under section 5.4.4 that:

- 5.4.4 (1) *An occupier of premises within a townsite, shall not without the written approval of the Council, keep or permit to be kept on those premises, any one or more of the following fowl -*
- (a) *a rooster;*
 - (b) *a goose or gander;*
 - (c) *a turkey;*
 - (d) *a peacock or peahen;*
 - (e) *a gamebird (includes emus and ostriches)*
- (2) *The Council may upon written application, grant approval with or without conditions to the owner or occupier of premises to keep any one or more birds as specified in subsection (1) of this section.*
- (3) *A person who has been granted approval under this Section to keep a bird may keep the bird on the premises only while he is the occupier thereof.*
- (4) *The Council may revoke an approval granted under this Section if it is of the opinion that the keeping of the birds specified in the approval is causing a nuisance or is injurious, offensive or dangerous to health.*

The Chief Executive Officer has received a written complaint from Trevor and Erena Tapping who are the owners of 27 Wickepin Street, Wickepin regarding a rooster crowing at night and keeping them awake.

The Chief Executive Officer has investigated the complaint and feels that as there are a number of roosters in town and that as Wickepin is a small rural town, it should be expected that roosters will be kept on properties within the Townsite and the CEO believes that a crowing rooster is not deemed to be a nuisance.

The Chief Executive Officer has not received any other complaints from other neighbours in Wickepin Street and the rooster, in the opinion of the Chief Executive Officer, is not creating a nuisance.

The current complaint has been discussed with the owners of 31 Wickepin Street and they have advised that they will put the rooster into a hen house at night to try and stop the rooster crowing in the evening. The Chief Executive Officer is happy that the owners of 31 Wickepin Street as they are endeavouring to resolve this issue with their neighbours.

The Chief Executive Officer believes that this matter has been dealt with except that Councils Health Local Law 2000 does in fact require the owners of properties in any townsite to request written permission from Council to keep a rooster in any townsite within the Shire of Wickepin Boundaries.

With this, the Chief Executive believes the way to resolve this issue is to give written permission to the owners of 31 Wickepin street permission to keep one rooster and two geese on their property.

Statutory Environment: Health Act 1911
Shire of Wickepin Health Local Laws 2000

Division 4 - Keeping of Poultry and Pigeons

Interpretation

5.4.1 *In this Division, unless the context otherwise requires -
"poultry" includes bantams, ducks and other domestic fowls;*

Limitation on Numbers of Poultry and Pigeons

5.4.2 *An owner or occupier of premises within a townsite shall not keep a combined total of more than 12 poultry and pigeons without the approval of Council, on any one lot of land.*

Conditions for Keeping Poultry in Limited Numbers

5.4.3 *A person who keeps poultry or permits poultry to be kept shall ensure that -*

- (a) *no poultry is able to approach within 15 metres of a dwelling house, public building or premises where people are employed or where food is stored, prepared, manufactured or sold;*
- (b) *all poultry is kept in a properly constructed and securely fastened structure or enclosure;*
- (c) *the structure is in a yard having an otherwise unobstructed area of at least 30 square metres;*
- (d) *no poultry is able to approach within 15 metres of a street other than a right of way unless, in the case of land at the junction of two or more streets, Council has approved a lesser distance; and*
- (e) *all enclosures or cages within which poultry are kept shall be maintained at all times in a clean condition and shall be disinfected or otherwise dealt with in a way as directed by an Environmental Health Officer.*

Roosters, Geese, Turkeys, Peafowl's and Gamebirds

5.4.4 (1) *An occupier of premises within a townsite, shall not without the written approval of the Council, keep or permit to be kept on those premises, any one or more of the following fowl -*

- (a) *a rooster;*
- (b) *a goose or gander;*
- (c) *a turkey;*
- (d) *a peacock or peahen;*
- (e) *a gamebird (includes emus and ostriches)*

(2) *The Council may upon written application, grant approval with or without conditions to the owner or occupier of premises to keep any one or more birds as specified in subsection (1) of this section.*

(3) *A person who has been granted approval under this Section to keep a bird may keep the bird on the premises only while he is the occupier thereof.*

(4) *The Council may revoke an approval granted under this Section if it is of the opinion that the keeping of the birds specified in the approval is causing a nuisance or is injurious, offensive or dangerous to health.*

Pigeons or Doves

5.4.5 *A person who keeps, or permits to be kept, pigeons or doves shall ensure that -*

- (a) *none is able to approach within 15 metres of a dwelling, public building or premises where people are employed or where food is stored, prepared, manufactured or sold; and*
- (b) *except where registered homing pigeons are freed for exercise, the pigeons or doves are kept in a properly constructed pigeon loft or dove cote that -*
 - (i) *is in a yard having an otherwise unobstructed area of at least 30 square metres; and*
 - (ii) *is maintained in such a manner so as not to create a nuisance by the emission of dust, effluvia or odours.*

Removal of Non-Conforming Structure or Enclosure

5.4.6 (1) *If a structure or enclosure is used for the keeping of poultry or pigeons or doves contrary to the provision of Section 5.4.3 and 5.4.5, the Council may direct the owner or occupier to remove it.*

(2) *An owner or occupier shall comply with a direction from the Council under this Section.*

Restrictions on Pigeon Nesting or Perching

5.4.7 (1) *The Council may order an owner or occupier of a house in or on which pigeons which are, or are in the habit of, nesting or perching to take adequate steps to prevent them continuing to do so.*

(2) *An owner or occupier shall comply with the Council order under this Section.*

Financial Implications: Nil

Policy Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested to give written permission for the owners of 31 Wickepin Street to keep one rooster and two geese at Lot 1 31 Wickepin Street Wickepin.

Recommendation:

That Council give written permission for the owners of 31 Wickepin Street to keep one rooster and two geese at Lot 1 31 Wickepin Street Wickepin.

Voting Requirements: Simple majority

Resolution No 160915-13**Moved Cr Allan / Seconded Cr Easton**

That Council give written permission for the owners of 31 Wickepin Street to keep one rooster and two geese at Lot 1 31 Wickepin Street Wickepin.

Carried 7/0

Governance, Audit and Community Services

10.2.06 – MOU Wheatbelt South Well Aged Persons Housing Strategy Regional Alliance

| | |
|------------------------------------|--------------------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Mark J Hook, Chief Executive Officer |
| File Reference: | 203 |
| Author: | Mark J Hook, Chief Executive Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 8 September 2015 |

Enclosure / Attachment:

MOU Wheatbelt South Well Aged Persons Housing Strategy Regional Alliance

Background:

The Wheatbelt South Well Aged Persons Housing Strategy Regional Alliance held a meeting on the 8th September 2015 to discuss a draft MOU to establish an agreement to progress the Well-Aged Housing Project with the Shires of Corrigin, Cuballing; Narrogin; Wandering; and Wickepin. (Town of Narrogin has been included with Shire of Narrogin due to the merger)

At this meeting it was agreed that consideration be given by the individual Councils on the document and feedback on the document sent to Geoff McKeown at the Shire of Narrogin.

It was further requested that each Council consider if they would like to be the "Lead Agency" in this project and who might be the potential Project Coordinator.

Comment:

At the meeting the Chief Executive Officer offered the Shire of Wickepin Services (with Councils approval) for the Lead Agency Role on the provision that the group would employ a Project Coordinator with the costs being spread across all the Councils.

Mrs Natalie Manton Shire of Wickepin Finance Manager is currently preparing a business case for the grant application to the Wheatbelt Development Commission for Independent Living Units in each of the Shire's.

The Wheatbelt South Well Aged Persons Housing Strategy Regional Alliance project aims are to work together as an alliance to provide focused housing solutions for Seniors that compliment current and future aged care and health services within their individual Shire's with the following objectives:

- Identify the current level of well-aged housing in the Alliance.
- Identify the current and future needs of well-aged housing for the Alliance.
- Establish the cost to meet the well-aged housing needs for the various communities in the Alliance.
- Identify opportunities to work with third party providers (e.g. Narrogin Cottage Homes Inc., Corrigin Senior Citizens)
- Identify the priority well-aged housing needs in the Alliance.
- Develop a long-term funding model for the project, with funding secured from State and Federal programs, for the purposes of constructing dedicated aged persons independent living units across the region.
- Construct housing units across 6 local governments dedicated to 'well-aged' persons.

Statutory Environment: Nil

Financial Implications:

The financial implications for the Shire of Wickepin will be the cost of a Project Coordinator this could be in the vicinity of \$40,000 per year. Spread across 5 Councils.

Wickepin's costs would be around \$5,000.

Council has budgeted \$5,000 under GL 0662 Consultancy Fees Grant Applications Aged Units page 88 of the budget documents for a person to undertake the grant applications to the WDC.

Policy Implications: Nil

Strategic Implications:

The Shire of Wickepin Mission Statements states:

"Council will provide leadership and a range of services and develop opportunities to meet social, economic, physical and environmental aspirations, in partnership with the community."

Fits within theme 1 of Councils Strategic 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 | 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 provide feedback on the draft Wheatbelt South Well Aged Persons Housing Strategy Regional Alliance MOU and name a Lead Agency within the MOU.

Recommendation:

1. That Council advise the Wheatbelt South Well Aged Persons Housing Strategy Regional Alliance that the Shire of Wickepin is prepared to take on the Lead Agency Role on the provision that the Shire of Wickepin is able to employ a Project Coordinator to work with the Wheatbelt South Well Aged Persons Housing Strategy Regional Alliance with all the costs being spread across all the participating Councils.
2. That the Shire of Wickepin advise the Wheatbelt South Well Aged Persons Housing Strategy Regional Alliance that the draft MOU is acceptable to the Shire of Wickepin in its current format.

Voting Requirements: Simple majority

Resolution No 160915-14**Moved Cr Hinkley / Seconded Cr Lang**

That Council advise the Wheatbelt South Well Aged Persons Housing Strategy Regional Alliance that the Shire of Wickepin is prepared to take on the Lead Agency Role on the provision that the Shire of Wickepin is able to employ a Project Coordinator to work with the Wheatbelt South Well Aged Persons Housing Strategy Regional Alliance with all the costs being spread across all the participating Councils.

Carried 7/0

Recommendation differed to the Officers recommendation as Council felt that the draft MOU did not require a resolution from Council.

Governance, Audit and Community Services

10.3.01 – Townscape & Cultural Planning Committee Meeting

Recommendations

| | |
|------------------------------------|---|
| Submission To: | Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Townscape & Cultural Planning Committee |
| File Reference: | 1533/206 |
| Author: | Leah Pearson, Executive Support Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 10 September 2015 |

Enclosure / Attachment: Nil

Background:

Townscape & Cultural Planning Committee Meeting held Wednesday 9 September 2015.

Comment:

The Townscape & Cultural Planning Committee Meeting was held on 9 September 2015 and passed the following recommendations:

Moved Cr Allan / Seconded Sue Astbury

That the Golden Memorial Park Concept Plan not be adopted and that the Golden Memorial Park only receive general maintenance and a good tidy up by the Shire of Wickepin.

Carried 7/0

Moved Sue Astbury / Seconded Lee Parker

That the Townscape Committee adopts the following five year budget 2016 to 2021 as presented.

| GL Account | | | 2015/2016 | 2016/2017 | 2017/2018 | 2018/2019 | 2019/2020 | 2020/2021 |
|----------------------------------|---|-----------|----------------|----------------|----------------|----------------|----------------|----------------|
| Heritage Trail Plans | | | | | | | | |
| LWT1 | Harrismith | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| LWT1 | Yealering | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| LWT1 | Wickepin | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| Works from Heritage plans | | | | | | | | |
| LWT1 | Harrismith | Lotteries | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| LWT1 | Yealering | Lotteries | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| LWT1 | Wickepin | Lotteries | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| LWT1 | Harrismith Photo Competition | Council | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 |
| LWT1 | Seats W H Y | Council | 3,200 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| LWT1 | Harrismith Entry Signs | Council | 2,000 | | | | | |
| LWT1 | Wickepin Heritage Trail Gateway | Council | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| LWT1 | Wickepin Heritage Trail upgrade pathway | Council | 13,500 | 13,500 | 13,500 | 13,500 | 13,500 | 13,500 |
| LWT1 | Harrismith Heritage Trail upgrade pathway | Council | | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 1692 | CDO Workshops | Council | 3,500 | 3,500 | 3,500 | 3,500 | 3,500 | 3,500 |
| 5412 | Art Competition | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 5412 | Movie Licenses | Council | 500 | 500 | 500 | 500 | 500 | 500 |
| 5412 | Great Southern District Display | Council | 200 | 200 | 200 | 200 | 200 | 200 |
| LPG3 | Shire Office Gardens | Council | 6,000 | 2,000 | 1,000 | | | |
| LWM1 | War Memorial Fencing etc | Council | 10,300 | | | | | |
| 4863 | Concept Plans | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| CLRS1 | Old Railway Station Upgrade | Lotteries | 30,000 | | | | | |
| CLRS1 | | Council | 20,000 | | | | | |
| LST2 | Yealering Street Trees sugar gums | Council | 10,000 | | 10,000 | | 10,000 | 10,000 |
| LST2 | Purchase replacement trees Yealering | Council | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| TOTAL | | | 189,900 | 120,400 | 129,400 | 118,400 | 128,400 | 128,400 |
| COUNCIL | | | 99,900 | 60,400 | 69,400 | 58,400 | 68,400 | 68,400 |
| LOTTERIES | | | 90,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| TOTAL | | | 189,900 | 120,400 | 129,400 | 118,400 | 128,400 | 128,400 |

Carried 7/0

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Nil

Recommendation:

That Council pass the following recommendations:

1. That the Golden Memorial Park Concept Plan not be adopted and that the Golden Memorial Park only receive general maintenance and a good tidy up by the Shire of Wickepin.
2. That Council adopts the following five year budget 2016 to 2021 as presented:

| GL Account | | | 2015/2016 | 2016/2017 | 2017/2018 | 2018/2019 | 2019/2020 | 2020/2021 |
|------------|---|------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | Heritage Trail Plans | | | | | | | |
| LWT1 | Harrismith | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| LWT1 | Yealering | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| LWT1 | Wickepin | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| | Works from Heritage plans | | | | | | | |
| LWT1 | Harrismith | Lotteries | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| LWT1 | Yealering | Lotteries | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| LWT1 | Wickepin | Lotteries | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| LWT1 | Harrismith Photo Competition | Council | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 |
| LWT1 | Seats W H Y | Council | 3,200 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| LWT1 | Harrismith Entry Signs | Council | 2,000 | | | | | |
| LWT1 | Wickepin Heritage Trail Gateway | Council | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| LWT1 | Wickepin Heritage Trail upgrade pathway | Council | 13,500 | 13,500 | 13,500 | 13,500 | 13,500 | 13,500 |
| LWT1 | Harrismith Heritage Trail upgrade pathway | Council | | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 1692 | CDO Workshops | Council | 3,500 | 3,500 | 3,500 | 3,500 | 3,500 | 3,500 |
| 5412 | Art Competition | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 5412 | Movie Licenses | Council | 500 | 500 | 500 | 500 | 500 | 500 |
| 5412 | Great Southern District Display | Council | 200 | 200 | 200 | 200 | 200 | 200 |
| LPG3 | Shire Office Gardens | Council | 6,000 | 2,000 | 1,000 | | | |
| LWM1 | War Memorial Fencing etc | Council | 10,300 | | | | | |
| 4863 | Concept Plans | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| CLRS1 | Old Railway Station Upgrade | Lotteries | 30,000 | | | | | |
| CLRS1 | | Council | 20,000 | | | | | |
| LST2 | Yealering Street Trees sugar gums | Council | 10,000 | | 10,000 | | 10,000 | 10,000 |
| LST2 | Purchase replacement trees Yealering | Council | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| | | | | | | | | |
| | | | | | | | | |
| | TOTAL | | 189,900 | 120,400 | 129,400 | 118,400 | 128,400 | 128,400 |
| | | COUNCIL | 99,900 | 60,400 | 69,400 | 58,400 | 68,400 | 68,400 |
| | | LOTTERIES | 90,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| | | TOTAL | 189,900 | 120,400 | 129,400 | 118,400 | 128,400 | 128,400 |

Voting Requirements: Simple majority.

Resolution No 160915-15

Moved Cr Allan / Seconded Cr Hinkley

That Council pass the following recommendations:

1. That the Golden Memorial Park Concept Plan not be adopted and that the Golden Memorial Park only receive general maintenance and a good tidy up by the Shire of Wickepin.
2. That Council adopts the following five year budget 2016 to 2021 as presented:

| GL Account | | | 2015/2016 | 2016/2017 | 2017/2018 | 2018/2019 | 2019/2020 | 2020/2021 |
|------------|---|------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | Heritage Trail Plans | | | | | | | |
| LWT1 | Harrismith | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| LWT1 | Yealering | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| LWT1 | Wickepin | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| | Works from Heritage plans | | | | | | | |
| LWT1 | Harrismith | Lotteries | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| LWT1 | Yealering | Lotteries | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| LWT1 | Wickepin | Lotteries | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| LWT1 | Harrismith Photo Competition | Council | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 |
| LWT1 | Seats W H Y | Council | 3,200 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| LWT1 | Harrismith Entry Signs | Council | 2,000 | | | | | |
| LWT1 | Wickepin Heritage Trail Gateway | Council | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| LWT1 | Wickepin Heritage Trail upgrade pathway | Council | 13,500 | 13,500 | 13,500 | 13,500 | 13,500 | 13,500 |
| LWT1 | Harrismith Heritage Trail upgrade pathway | Council | | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 1692 | CDO Workshops | Council | 3,500 | 3,500 | 3,500 | 3,500 | 3,500 | 3,500 |
| 5412 | Art Competition | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 5412 | Movie Licenses | Council | 500 | 500 | 500 | 500 | 500 | 500 |
| 5412 | Great Southern District Display | Council | 200 | 200 | 200 | 200 | 200 | 200 |
| LPG3 | Shire Office Gardens | Council | 6,000 | 2,000 | 1,000 | | | |
| LWM1 | War Memorial Fencing etc | Council | 10,300 | | | | | |
| 4863 | Concept Plans | Council | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| CLRS1 | Old Railway Station Upgrade | Lotteries | 30,000 | | | | | |
| CLRS1 | | Council | 20,000 | | | | | |
| LST2 | Yealering Street Trees sugar gums | Council | 10,000 | | 10,000 | | 10,000 | 10,000 |
| LST2 | Purchase replacement trees Yealering | Council | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| | | | | | | | | |
| | | | | | | | | |
| | TOTAL | | 189,900 | 120,400 | 129,400 | 118,400 | 128,400 | 128,400 |
| | | COUNCIL | 99,900 | 60,400 | 69,400 | 58,400 | 68,400 | 68,400 |
| | | LOTTERIES | 90,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| | | TOTAL | 189,900 | 120,400 | 129,400 | 118,400 | 128,400 | 128,400 |

Carried 7/0

11. President's Report

The President Steven Martin advised Council that he attended the Dryandra Country Visitors Centre meeting in Narrogin along with the CEO Mark Hook and gave an update from the meeting.

Council

12. – Chief Executive Officer's Report

| | |
|------------------------------------|--------------------------------------|
| Submission To: | Ordinary Council |
| Location / Address: | Whole Shire |
| Name of Applicant: | Mark J Hook, Chief Executive Officer |
| File Reference: | |
| Author: | Mark J Hook, Chief Executive Officer |
| Disclosure of Any Interest: | Nil |
| Date of Report: | 8 September 2015 |

Federal Assistance Grants

Council has been advised that the 2015/2016 Financial Assistance Grants have been formally approved. Unfortunately the 2015/2016 FAGS have been decreased since the notional allocations advised back in June 2015.

The new 2015/2016 FAG allocation for the Shire of Wickepin is as follows:

| 03 | OTHER PURPOSE GENERAL INCOME | | | Budget 15/16 | Advised Actual 15/16 |
|------------------|--|----------------|----|-----------------|-------------------------|
| | | | | | |
| | OPERATING INCOME | | | | |
| | | | | | |
| 01 81 | Grants Commission General Purpose | | | | |
| | 2015/2016 Allocation 50% Balance paid 14/15 | 969,536 | | (505,685) | (491,906) |
| | 2014/2015 Allocation 100% | 950,035 | 46 | | |
| | 2013/14 Allocation | 941,648 | | | |
| | Difference | +19,501 | | | |
| 02 01 | Grants Commission General Purpose - Roads | | | | |
| | 2015/2016 Allocation 50% Balance paid 14/15 | 492,810 | | (226,400) | (226,351) |
| | 2014/2015 Allocation 100% | 495,189 | 46 | | |
| | 2013/2014 Allocation | 458,618 | | | |
| | Difference | -2379 | | | |

This means a difference from budgeted to actual as being a decrease of **\$13,779**. The Chief Executive will make the necessary adjustments over the next financial year to accommodate the decrease. This will mainly be done in the Council Roadworks materials programs and the tree pruning program has been reduced back to \$50,000, this will be shown in the Budget review to be undertaken in March 2016.

Tincurrin School Closure Meeting

The Chief Executive Officer has attended a meeting of the Tincurrin School Implementation Committee on the 26th August 2015. At this meeting the CEO advised the meeting of the outcomes of the Public Forum regarding the Community taking on the Tincurrin School Buildings once the Tincurrin Scholl is closed. The CEO advised that the Tincurrin Community did not wish to purchase the School buildings but does not want to see the area fall into a total area of disrepair, and if the area was not purchased the Community may consider having the area gifted to the Community as free hold title and the Community would sell off the buildings and other infrastructure to put the money back into the Community.

Great Southern Regional Waste Group

The Chairman and acting general manager of the EPA has advised the Great Southern Regional Waste Group that they are happy for members of the Group to meet to discuss the process due to the recent announcement that the appeal was upheld by the Minister for the proposed Regional Refuse Site. The meeting is to be held in the Shire of Cuballing Council administration offices on Wednesday 7th October 2015 commencing at 11am. As advised at the last Council Meeting the Minister for the Environment has upheld the six appeals against the level of assessment given by the EPA and instructed the EPA to revisit the initial level of assessment. The Dowdell' s who are the landowners of the proposed Waste Facility site have requested that any discussion on the MOU extension be delayed until after the meeting with the EPA on the 7th October 2015.

Aged Housing Developments

A Meeting of all the current stakeholders was arranged to discuss the preparation of a business case for funding for the development of aged housing in the Wheatbelt South region. The Shire of Wickepin has agreed to undertake the initial business case on behalf of all the stakeholders and Natalie Manton has been tasked with undertaking the business case. A further report will be given once this meeting has been held. Mr Geoff McKeown from the Shire of Narrogin will be preparing an MOU for the group to outline each Councils responsibility in relation to this matter.

Dryandra Visitor Centre

Since the resignation of Mrs Helen Elliott, Manager of the Dryandra Country Visitor Centre effective from the 7th July 2015. There has been a lot of discussion between the Dryandra Country Visitor Centre committee on the reasons for her resignation. A meeting of the committee has been called to deal with the current issues at the Dryandra Visitor Centre. The Chief Executive officer hopes to attend this meeting which is being held on the 10th September and the Chief Executive Officer should then be in a position to advise Council on the discussions and outcomes off this meeting at the September Ordinary meeting of Council. The Shire of Pingelly has advised that they are withholding their funding at this stage. The Shire of Wickepin also contributes \$5,000 a year to the Dryandra Visitor Centre and as there are a number of issues taking up a lot of time, that is detracting from the key objectives of the Dryandra Country Visitor Centre the Chief Executive officer will hold back the Shire of Wickepin's contribution to the Dryandra Country Visitor Centre until it is once again a fully operational centre with a functioning committee.

Duplex 13A Collins Street

The current tenant has moved out of the duplex in 13A Collins Street and Council's current mechanic Cameron Charles has moved into the duplex.

Annual Leave

The Chief Executive Officer will be taking a week's annual leave from the 21st September to the 25th September and coming back to work on the 29th September 2015. Mrs Natalie Manton will be made Acting CEO during this time.

Meetings Attended

| | |
|------------------|---|
| August | |
| 24 th | Meeting with JH Computer services |
| 26 th | Tincurrin School Implementation Committee |
| 27 th | Asset Management Plan Training and Condition Inspection training |
| 28 th | CCZ Meeting Beverley |
| September | |
| 1 st | Property Inspection 13a Collins Street |
| 3 rd | WALGA Forum Narrogin Reception Centre Due to a staffing issue the CEO and CR Russell was unable to stay for the full forum |
| 4 th | Ian Eardley and John Row - Directions - GTO Group Training Organisation |
| 8 th | Aged housing regional funding proposal at the Shire of Wickepin. The Meeting was to discuss the preparation of a business case for funding for the development of aged housing in the Wheatbelt South region. |
| 9 th | Townscape Committee Meeting Governance Committee Meetings Technical Services Committee Meeting |
| 10 th | Dryandra Country Visitor Centre |

Delegations

| No. | Delegation Name | Delegation To | Delegation Exercised | When Exercised | Persons Affected |
|-----|--|---------------|-----------------------------|--|---------------------------------------|
| A1 | Cheque Signing and Account Authorisation | CEO | Signing Cheques | August 2015 | Nil |
| A2 | Septic Tank Application Approvals | EHO | | | |
| A3 | Building Approvals | BO | | | |
| A4 | Road Side Advertising | CEO | | | |
| A5 | Application for Planning Consent | CEO | | | |
| A6 | Appointment and Termination of Staff | CEO | | | |
| A7 | Rates Recovery – Instalment Payments | CEO | Payment Plans | | Rate Payers |
| A8 | Issue of Orders | CEO | | | |
| A9 | Legal Advice | CEO | | | |
| A10 | Permits to Use Explosives | CEO | | | |
| A11 | Street Stalls | CEO | | | |
| A12 | Liquor Consumption on Shire Owned Property | CEO | Spring Field Day Wind Up | 16 September 2015 26 September 2015 | Facey Group Wickepin Football Club |
| A13 | Hire of Community Halls / Community Centre | CEO | | | |

Recommendations:

That Council endorses the Chief Executive Officer's Report dated 8 September 2015.

Voting Requirements: Simple majority

Resolution No 160915-16**Moved Cr Allan / Seconded Cr Easton**

That Council endorses the Chief Executive Officer's Report dated 8 September 2015.

Carried 7/0

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

Cr Russell gave an update from the WALGA Forum attended with the CEO Mark Hook on Thursday 3 September 2015.

Cr Russell advised of the Railway Retention Alliance meeting being held at Quairading on 22 September 2015 at 10:30am.

15. Urgent Business**16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 3.12pm.