

# Minutes

ORDINARY MEETING OF COUNCIL  
19 MARCH 2014  
COUNCIL CHAMBERS  
WICKEPIN



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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin  
Wednesday 19 March 2014**

The President declared the meeting open at 2.30pm.

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

Shire President	Cr SJ Martin
Deputy Shire President	Cr JA Russell
Councillors	Cr GCL Hinkley
	Cr AG Lansdell
	Cr MG Lang
	Cr WA Astbury
	Cr RE Easton
Chief Executive Officer	Mr MJ Hook
Community Development Officer	Mrs NA Manton
Executive Support Officer	Miss LG Pearson (Minute Taker)

**Leave of Absence (Previously Approved)**

**Apologies**

Cr FA Allan

**2. Public Question Time**

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

**4. Petitions, Memorials and Deputations**

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

Item	Item Title	Councillor/Officer	Interest	Reason
10.1.02	Technical Services Committee Recommendations	Cr MG Lang	Proximity	Owns land along road.
10.2.09	Landcorp – Application Regional Development Assistance Program	Cr JA Russell	Proximity	Owns adjoining lot.

**6. Confirmation of Minutes – Ordinary Meeting of Council – 19 February 2014**

**Resolution No 190314-01**

**Moved Cr Astbury / Seconded Cr Lansdell**

That the minutes of the Ordinary Council meeting held on Wednesday 19 February 2014 be confirmed as a true and correct record.

**Carried 7/0**

**7. Receival of Minutes**

## 7.1 Bush Fire Control Officer's Meeting

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Pearson, Executive Support Officer
<b>File Reference:</b>	
<b>Author:</b>	Leah Pearson, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	6 March 2014

**Enclosure / Attachment:**

Minutes of the Bush Fire Control Officer's Meeting held on Tuesday 4 March 2014.

**Background:**

The Bush Fire Control Officer's Meeting was held on Tuesday 4 March 2014.

**Comment:**

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

**Statutory Environment:**

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

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

**Recommendation:**

That the Minutes of the Bush Fire Control Officer's Meeting held on Tuesday 4 March 2014 be received.

**Voting Requirements:** Simple majority.

### Resolution No 190314-02

#### Moved Cr Hinkley / Seconded Cr Lang

That the recommendations listed under agenda items 7.1 to 7.5 be adopted en-bloc.

**Carried 7/0**

Receival of Minutes

## 7.2 Governance, Audit and Community Services Committee Meeting

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Pearson, Executive Support Officer
<b>File Reference:</b>	
<b>Author:</b>	Leah Pearson, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	5 March 2014

### Enclosure / Attachment:

Minutes of the Governance, Audit and Community Services Committee Meeting held on Wednesday 5 March 2014.

### Background:

The Governance, Audit and Community Services Committee Meeting was held on Wednesday 5 March 2014.

### 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 5 March 2014 be received.

**Voting Requirements:** Simple majority.

## Resolution No 190314-02

### Moved Cr Hinkley / Seconded Cr Lang

That the recommendations listed under agenda items 7.1 to 7.5 be adopted en-bloc.

**Carried 7/0**

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Receival of Minutes

### 7.3 Technical Services Committee

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Pearson, Executive Support Officer
<b>File Reference:</b>	
<b>Author:</b>	Leah Pearson, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	5 March 2014

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**Enclosure / Attachment:**

Minutes of the Technical Services Committee Meeting held on Wednesday 5 March 2014.

**Background:**

The Technical Services Committee Meeting was held on Wednesday 5 March 2014.

**Comment:**

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

**Statutory Environment:**

*Section 5.22 of the Local Government Act 1995* provides that minutes of all 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 5 March 2014 be received.

**Voting Requirements:** Simple majority

### Resolution No 190314-02

**Moved Cr Hinkley / Seconded Cr Lang**

That the recommendations listed under agenda items 7.1 to 7.5 be adopted en-bloc.

**Carried 7/0**

Receival of Minutes

## 7.4 Townscape & Cultural Planning Committee Meeting

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Pearson, Executive Support Officer
<b>File Reference:</b>	206
<b>Author:</b>	Leah Pearson, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	12 March 2014

### Enclosure / Attachment:

Minutes of the Townscape & Cultural Planning Committee Meeting held on Wednesday 12 March 2014.

### Background:

The Townscape & Cultural Planning Committee Meeting was held on Wednesday 12 March 2014.

### 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 12 March 2014 be received.

**Voting Requirements:** Simple majority.

## Resolution No 190314-02

### Moved Cr Hinkley / Seconded Cr Lang

That the recommendations listed under agenda items 7.1 to 7.5 be adopted en-bloc.

Carried 7/0

Receival of Minutes

## 7.5 Lifestyle Retirement Committee

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Pearson, Executive Support Officer
<b>File Reference:</b>	
<b>Author:</b>	Leah Pearson, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	13 March 2014

### Enclosure / Attachment:

Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 12 March 2014.

### Background:

The Lifestyle Retirement Committee Meeting was held on Wednesday 12 March 2014.

### Comment:

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

### Statutory Environment:

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

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

### Recommendation:

That the Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 12 March 2014 be received.

**Voting Requirements:** Simple majority.

## Resolution No 190314-02

### Moved Cr Hinkley / Seconded Cr Lang

That the recommendations listed under agenda items 7.1 to 7.5 be adopted en-bloc.

**Carried 7/0**

## 8. Status Report

Item	Subject/Action	Officer/ File	Progress	Status	Comment
353-200313-13	Railway Land Lease 2013	CEO	Council authorise the CEO to negotiate a variation to the existing lease (L2663) for peppercorn rental to include: 1. The fenced compound immediately east of the Wickepin Railway Station store old farm machinery as part of the heritage precinct. 2. Railway Station building. 3. Additional land as illustrated on the map attached. 4. A maximum of \$1000 be allocated for the fees associated with varying the existing lease agreement.	○	CEO meeting with Brookfield Rail; PTA and WALGA to discuss issues 11/03/2014.
450-190214-11	Wickepin Sheep Sale Yards	CEO	That the Shire of Wickepin accept the quote from Aussie Stock Yards of \$10,250 to Supply and Erect 80m of Erected Fence & 1 Gate and the amount be withdrawn from the Wickepin Saleyards Reserve.	✓	Aussie stock yards installed – 10/03/2014.
451-190214-17	Tincurrin Hall upgrade	CEO	That the Shire of Wickepin's Community Development Officer commence full community discussions on the future of all the community halls within the Shire of Wickepin, with all ratepayer and residents in the Shire of Wickepin, and prepare a report on the results of the Community Consultation.  That the Community Consultation Report be tabled for discussion at the 21 May 2014 Ordinary Council Meeting.	○	Work still being done by CDO.
452-190214-18	Wogolin Pty Ltd - Land Sale	CEO	That the Shire of Wickepin advises Wogolin Pty Ltd that it is still willing to sell a portion of Lot 7 to Wogolin as per Councils resolution 17100-21 and deposited plan 33004 as attached in February 2014 minutes.  With all the costs of valuation's, survey and settlement fees etc being met by Wogolin Pty Ltd.	✓	Letter forwarded to Wogolin Pty Ltd on 26/02/2014.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
453-190214-19	Appointment of Authorised officers	CEO	<p>1. That the Shire of Wickepin makes the following appointments:  <b>Leah Pearson, Kerry Fisher, Amanda Bullock, Gillian Spargo and Michelle Miller</b>, to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;            Authorised officer under the Cat Act 2011;            Dog Registration Officer's under the Dog Act 1976 (as amended);  <b>Mark Hook and Peter Vlahov</b> to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;            Local Government Act 1995 (as amended)            Local Government Act (Miscellaneous Provisions Act 1960)            Bush Fires Act 1954 (as amended)            Dog Act 1976 (as amended)            Litter Act 1979 (as amended)            Cat Act 2011  <b>Guy Maley</b> (Town of Narrogin Ranger) to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;            Bush Fires Act 1954 (as amended)            Dog Act 1976 (as amended)            Litter Act 1979 (as amended)            Cat Act 2011</p> <p>2. That all previous appointments be cancelled.</p>	✓	Adverts placed in Watershed, Narrogin Observer and Facebook on 26/02/2014.
454-190214-20	2012/2013 Annual Report	CEO	That the 2012/2013 Annual Report for the Shire of Wickepin be received and adopted, further that the Annual Electors meeting and Farmers Forum be held on Wednesday 19 March 2014 at 5.30pm and that the ordinary meeting of Council being held on Wednesday 19 March 2014 commence at 2.30pm.	✓	Annual Electors meeting date set and advertised 26/02/2014.
455-190214-21	LandCorp – Application Regional Development Assistance Program - 2013/2014	CEO	<p>1. That Council request the Department of Regional Development for a reallocation of the 2012/2013 CLGF Individual amount of \$218,858 for the provision of 44 lots on Lot 9001 commonly known as the English land or Yarling Brook Estate to the projects listed in February minutes 2014.</p> <p>2. That Council makes application to the State Government's Regional Development Assistance 2014 Program (RDAP) through LandCorp for the Yarling Brook Estate Land Development.</p> <p>3. That Council utilizes the monies held in the Land Development Reserve Account of \$99,500.37, as Council's contribution under the 2014 RDAP application along with in-kind works.</p>	✓	<p>Completed via email 21/02/2014.</p> <p>New FAA has arrived for signing 12/03/2014.</p>

Item	Subject/Action	Officer/ File	Progress	Status	Comment
456-190214-22	Replacement of Roller Doors 19 Moss Parade	CEO	That Council approves an unbudgeted expenditure amount of \$2,594 plus GST to replace the roller doors to swinging doors in 19 Moss Parade, Wickepin.	✓	Order number has been issued 26/02/2014.
457-190214-23	WA Kaolin Holdings Pty Ltd – Department Of Environment Regulation	CEO	That Council advises the Department of Environment Regulation that it has no comment to make on the Decision Document Environmental Protection Act 1986, Part V Proponent: WA Kaolin Holdings Pty Ltd, Works Approval:W5443/2013/1 Premises address: Kaolin Mine and Process Plant, M 70/1143, General purpose licence 70/251 and Miscellaneous licence 70/156 WICKEPIN WA 6370.	✓	Email sent 26/02/2014.
458-190214-24	Shire of Wagin motion to Central Country Zone of WALGA	CEO	That the Shire of Wickepin delegates at the next meeting of the Central Country Zone WALGA meeting being held on 28 February 2014 support the following intent Shire of Wagin Recommendations: 1. That WALGA reject any moves by the State Government to force the amalgamation of Local Governments. 2. That amalgamations, mergers and boundary changes be supported by WALGA only if introduced and supported by the effected Local Governments. 3. That each Local Government community be entitled to hold a poll if structural change is proposed.	✓	Email sent to Wagin Council advising of decision 26/02/2014.  Discussed at CCZ meeting 28/02/2014.
459-190214-25	Expressions of Interest - Yarling Court Unit	CEO	That Council rent Unit 2, Yarling Court to Miss Violet Holmes and Kenneth Stagg along with Violet's nephew Ramali Charlie to reside in Unit 2, Yarling Court, at a rate of \$115 per week.	✓	Tenants are in Unit 2 Yarling Court as of 21/02/2014.

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

○ = in progress    ✓ = completed    ✕ =superseded

**9. Notice of Motions of Which Notice Has Been Given**

**10. Receipt of Reports & Consideration of Recommendations**

2.41pm – MWS Peter Vlahov entered the Chambers.

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Infrastructure and Engineering Services

### 10.1.01 – Manager Works and Services Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Peter Vlahov, Manager Works & Services
<b>File Reference:</b>	2610
<b>Author:</b>	Peter Vlahov, Manager Works & Services
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	12 March 2014

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**Enclosure / Attachment:** Ongoing Maintenance List

**Background:**

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

**Comment:**

**Programmed Construction Works**

- Wickepin-Corrigin Road – The culverts have been extended, road formation has been completed and gravel carting has also been completed. Water binding and compaction is now in progress. Seal work has been delayed as the gravel shoulders are substandard.
- Wickepin-Pingelly Road – Culvert extension works have been completed. The last of the culverts has now been extended. Work will commence on repairs and sub soil drainage located on the last curve prior to Page's property.
- Wogolin South Road – Gravel sheeting is 90% completed.
- Pauley Road – Gravel sheeting has been completed. Culvert widening has been finished.
- Toolibin South Road – Gravel has been stockpiled.
- Wickepin- Harrismith Road – Clearing has commenced and gravel has been stockpiled.
- Regional Waste Transfer Stations – All sites have been cleared and leveled. Existing waste has been buried. Fencing has been installed and concrete retaining wall construction is underway. The metal skip bins have also been manufactured and delivered to the Wickepin Shire Depot. Construction of the earth ramps will begin during March.
- Sub soil drainage has been installed along the eastern wall footings at the Community Resource Centre.
- Kerbing and backfill has been completed on Plover Street.
- 2013/14 Footpath construction program has been completed.
- Traffic counts have been included.

## **Maintenance Works**

- Remove the old bunkers. New bunkers are being manufactured by Westons of Narrogin.
- General maintenance.
- Various tree issues attended to.
- Sewerage system problems have been rectified.

## **Occupational Health and Safety**

Nominations have been sought for a Safety Rep.

## **Workshop**

- The Isuzu Tip Truck (WK 342) has had transmission problems. Major Motors are undertaking the repairs.
- Komatsu have serviced the new grader (at no cost to Council).
- General ongoing repairs and servicing.

## **Parks and Gardens**

- Mowing and slashing various.
- Repair reticulation at the Wickepin Swimming Pool.
- Hand dig the caltrop plants from the Sales Yards.
- General ongoing maintenance.

**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 12 March 2014.

**Voting Requirements:** Simple majority

### **Resolution No 190314-03**

#### **Moved Cr Russell / Seconded Cr Lang**

That council notes the report from the Manager of Works and Services dated 12 March 2014.

**Carried 7/0**

MWS Work Register 2014							
	Date	Area	Action	Requested by	Complete Y/N	Date Complete	Notes
2013	10/04/2013	Wickepin	Check all smoke detectors in Yarling Court.	Allan Ramsay	○		Electrician to do.
	17/09/2013	Wickepin	Mrs Kirbys corner is pooling water.	Council	○		
	18/09/2013	Wickepin	Caravan Park – Drainage and blue metal around ablution block	Natalie Manton	○		
	18/09/2013	Yealering	Caravan Park – Replace plants along road.	Natalie Manton	○		
	18/09/2013	Yealering	Caravan Park – Install swing.	Natalie Manton	○		
	18/09/2013	Yealering	Caravan Park – Paving and tidy up around ablution block/clothes line.	Natalie Manton	○		
	4/11/2013	Yealering	CBH Corrigin – Receival point sign.	Natalie Manton	○		
	13/11/2013	Wickepin	Shrubs around picnic area are overgrown – need attention.	Townscape	✓	Feb 2014	
January	20/01/2014	Wickepin	Powerpoint fitting in Clinton Hemley's rental.	Clinton Hemley	○		Electrician to do.
	15/01/2014	Wickepin	Facey Group – Take cabinet to the dump.	Bronwyn Dew	✓	January 14	
	15/01/2014	Wickepin	Facey Group – Hanging photos.	Bronwyn Dew	○		
	15/01/2014	Wickepin	Facey Group – Toilets need seeing to.	Bronwyn Dew	✓	Feb 2014	
	29/01/2014	Yealering	Cemetery – Tree needs removing due to white ants.	Natalie Manton	✓	14/02/2014	
February	29/01/2013	Yealering	Cemetery – Retic needs checking and plants need attention.	Natalie Manton	✓	January 14	
	04/02/2014	Wickepin	Please cut down tree on 48 Dumbleyung Road.	Graem Bushby	✓	Feb 2014	
	04/02/2014	Wickepin	Spray Cowthorp on vacant land in Wickepin.	Luci Satori	✓	Feb 2014	
	05/02/2014	Wickepin	63 Wogolin Road – Sewerage issue – high pressure hose needed.	Daphne Tetlow	✓	7/02/2014	Plumber has fixed problem.
	05/02/2014	Wickepin	Fire alarms needed in CRC building.	CRC	✓	12/02/2014	A. Ramsay advised fire alarms not needed.
	05/02/2014	Wickepin	Weeds need removing and door needs fixing.	CRC	○		
	10/02/2014	Wickepin	Stop sign down at the Harrismith rail crossing.	Albany Police	✓	Feb 2014	Main Roads have been notified.
	11/02/2014	Wickepin	Replace football post.	WFC	✓	March 2014	
	14/02/2014	Yealering	Raking around Congreve Street needs re-raking.	Wayne Rushton	✓	Feb 2014	
	17/02/2014	Wickepin	Repair flyscreens at Unit 2 Cottage Homes.	Doug Gardener	○		
	18/02/2014	Wickepin	Clean Netball Courts.	Steffie Green	✓	Feb 2014	
	19/02/2014	Yealering	Lake toilets – bowl needs tightening.	Council	○		
	19/02/2014	Yealering	Caravan Park – Hand basin is leaking.	Council	○		
	19/02/2014	Yealering	Caravan Park – Door lock is broken.	Council	○		
	20/02/2014	Wickepin	Swimming Pool – General clean and tidy up.	Rate payer	✓	Feb 2014	
25/02/2014	Wickepin	Community Centre – Mezzanine – White board needs fixing.	Lou Leeson	✓	27/02/2014	Tightened screws.	
March	04/03/2014	Wickepin	Cleaning netball courts for netball season.	Anika Mullan	✓	March 2014	Netball courts are being cleaned weekly.
	05/03/2014	Wickepin	Pot holes forming in Richter Street.	Tech Services	○		
	05/03/2014	Wickepin	Patchwork on Dumbleyung Road Corner is needed.				
	06/03/2014	Wickepin	Russell Road sign needs replacing.	Tech Services	○		

3.04pm – Cr Lang departed the Chambers due to declaring a proximity interest – owns land alongside road.

Infrastructure and Engineering Services

## 10.1.02 – Technical Services Committee Meeting Recommendations

<b>Submission To:</b>	Technical Services Committee
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Technical Services Committee
<b>File Reference:</b>	204
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	10 March 2014

**Enclosure / Attachment:** Nil.

### Background:

Technical Services Committee Meeting held 5 March 2014.

### Comment:

The Technical Services Committee Meeting was held on Wednesday 5 March 2014 and passed the following Recommendation:

#### **Moved Cr Easton / Seconded Cr Lansdell**

That Council authorise the Chief Executive Officer to investigate the realignment of the Avery Corner and the Bulmans Hill sections of the Pingelly Wickepin Road, and prepare a report with costs and funding options for the Technical Services committee on any proposed realignment.

**Carried 4/0**

**Statutory Environment:** Nil.

**Policy Implications:** Not applicable.

**Financial Implications:** Nil.

**Strategic Implications:** Not applicable.

### Recommendation:

That Council pass the following recommendation;

1. That Council authorise the Chief Executive Officer to investigate the realignment of the Avery Corner and the Bulmans Hill sections of the Pingelly Wickepin Road, and prepare a report with costs and funding options for the Technical Services committee on any proposed realignment.

**Voting Requirements:** Simple majority

**Resolution No 190314-04****Moved Cr Easton / Seconded Cr Lansdell**

That Council pass the following recommendation;

1. That Council authorise the Chief Executive Officer to investigate the realignment of the Avery Corner and the Bulmans Hill sections of the Pingelly Wickepin Road, and prepare a report with costs and funding options for the Technical Services committee on any proposed realignment.

**Carried 6/0**

*3.10pm – Cr Lang returned to the Chambers.*

Infrastructure and Engineering Services

**10.1.03 - Proposed Road Widening – Narrogin-Kondinin Road, Wogolin**

**Submission To:** Ordinary Council  
**Location / Address:** Whole Shire  
**Name of Applicant:** Main Roads W.A  
**File Reference:** 2600  
**Author:** Mark J Hook, Chief Executive Officer  
**Disclosure of any Interest:** Nil  
**Date of Report:** 11 March 2014

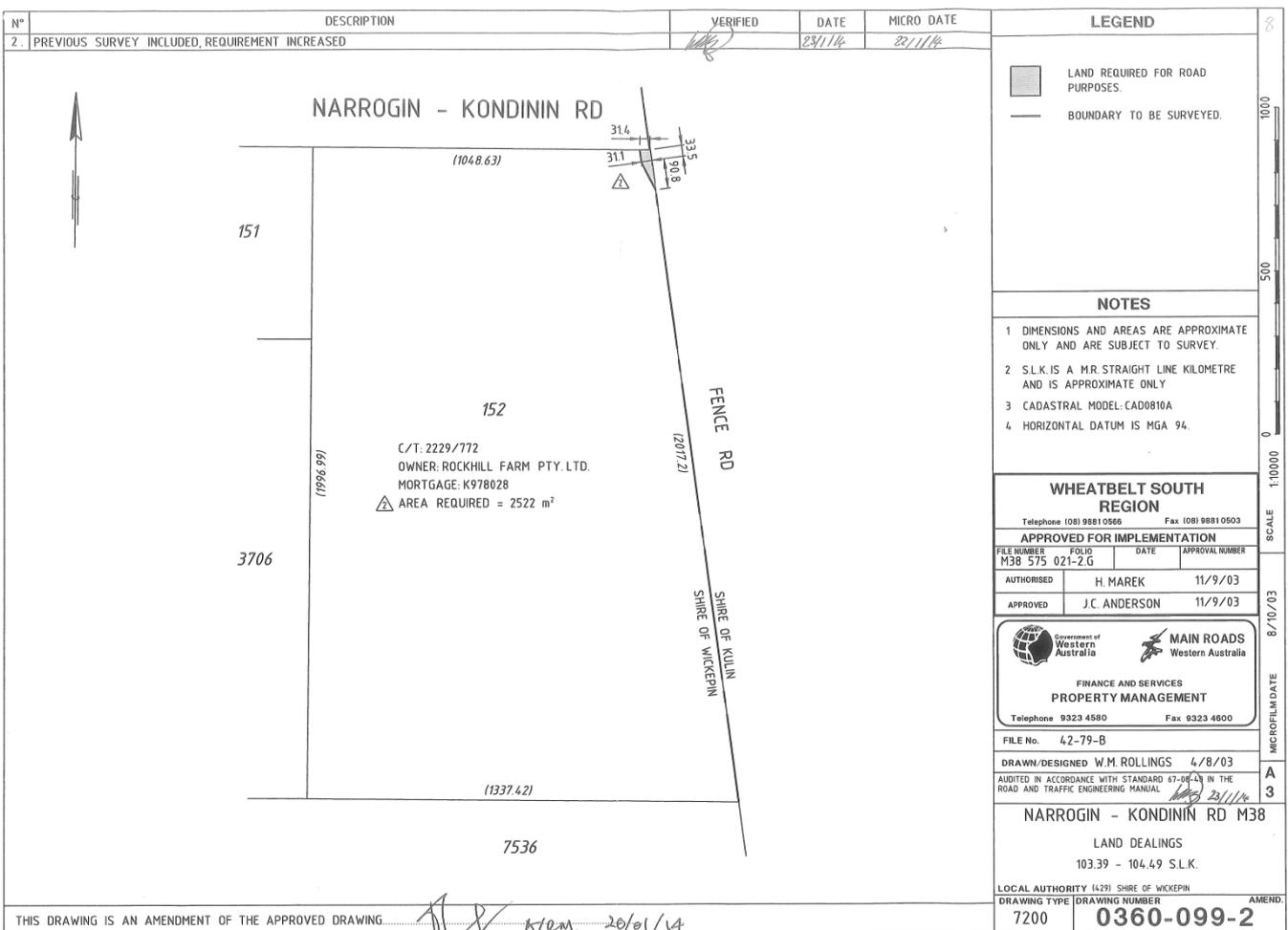
**Enclosure / Attachment:** Nil

**Background:**

Council has received a request from Main Roads W.A with regards to the proposed taking of land for improvement works to be carried out along the Narrogin-Kondinin Road (M038) (103.39 – 104.49 SLK).

On 17 July 2013 Council concurred to the dedication of land for road reserve along the Narrogin Kondinin Road (M038) at Fence Road intersection (104. 5SLK).

Subject to Council Concurrence the land shown shaded grey on plan 0360-099-2 is required to be taken and included in the road reserve due to design improvements;



**Comment:**

To enable the additional land to be dedicated as a road reserve it is a requirement of the Land Administration Act that Local Authority Concurrence be given to the dedication action.

The resolution passed by Council must satisfy the *Land Administration Act 1997* requirements so the resolution must read as follows;

*“Council at its meeting of 19<sup>th</sup> March 2014 concurred to the dedication of the land, subject of Main Roads drawing 0360–099-2, as road under section 56 of the Land Administration Act.”*

Main Roads will indemnify Council against all costs and charges that relate to the dedication action for this section of road.

**Statutory Environment:** *Land Administration Act 1997 – Section 56*

**Dedication of roads**

- (1) If in the district of a local government —
  - (a) land is reserved or acquired for use by the public, or is used by the public, as a road under the care, control and management of the local government;
  - (b) in the case of land comprising a private road constructed and maintained to the satisfaction of the local government —
    - (i) the holder of the freehold in that land applies to the local government, requesting it to do so; or
    - (ii) those holders of the freehold in rateable land abutting the private road, the aggregate of the rateable value of whose land is greater than one half of the rateable value of all the rateable land abutting the private road, apply to the local government, requesting it to do so;or
  - (c) land comprises a private road of which the public has had uninterrupted use for a period of not less than 10 years,

and that land is described in a plan of survey, sketch plan or document; the local government may request the Minister to dedicate that land as a road.

- (2) If a local government resolves to make a request under subsection (1), it must —
  - (a) in accordance with the regulations prepare and deliver the request to the Minister; and
  - (b) provide the Minister with sufficient information in a plan of survey, sketch plan or document to describe the dimensions of the proposed road.
- (3) On receiving a request delivered to him or her under subsection (2), the Minister must consider the request and may then —
  - (a) subject to subsection (5), by order grant the request;
  - (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.
- (4) On the Minister granting a request under subsection (3), the relevant local government is liable to indemnify the Minister against any claim for compensation (not being a claim for compensation in respect of land referred to in subsection (6)) in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.

- (5) To be dedicated under subsection (3)(a), land must immediately before the time of dedication be —
- (a) unallocated Crown land or, in the case of a private road, alienated land; and
  - (b) designated in the relevant plan of survey, sketch plan or document as having the purpose of a road.
- (6) If land referred to in subsection (1)(b) or (c) is dedicated under subsection (3)(a), a person with an interest in that land (including a person who has the benefit of an easement created under section 167A of the TLA) is not entitled to compensation because of that dedication.

*[Section 56 amended by No. 59 of 2000 s. 16.]*

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** To develop and maintain quality services and infrastructure

**Summary:**

Main Roads W.A is requesting Council to dedicate the land taken for the improvements works on the Narrogin-Kondinin Road, Wogolin (103.39 – 104.49SLK) as a road.

**Recommendation:**

That Council at its meeting of 19<sup>th</sup> March 2014 concurred to the dedication of the land, the subject of Main Roads drawing 0360–099-2, as road under section 56 of the Land Administration Act.

**Voting Requirements:** Simple majority.

**Resolution No 190314-05**

**Moved Cr Lansdell / Seconded Cr Astbury**

That Council at its meeting of 19<sup>th</sup> March 2014 concurred to the dedication of the land, the subject of Main Roads drawing 0360–099-2, as road under section 56 of the Land Administration Act.

**Carried 7/0**

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Governance, Audit and Community Services

## 10.1.04 – Great Southern Regional Waste Group

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Great Southern Regional Waste Group
<b>File Reference:</b>	2902
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	10 March 2014

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**Enclosure / Attachment:** Nil

### Background:

A couple of years ago Frank Bowman produced a report, the “Bowman Report” into the state of the refuse sites contained within the 12 local governments. The local governments included in the report were Lake Grace, Woodanilling, West Arthur, Wagin, Shire of Narrogin, Town of Narrogin, Pingelly, Wickepin, Wandering, Williams, Cuballing and Dumblebung.

The report was very extensive and made a number of critical points and recommendations. Chief among them was that the 12 local governments had an extraordinary amount of refuse sites between them and that all had problems with the management of the sites and varying levels of compliance with Department of Environment Regulations.

One of the recommendations was that a large number of the satellite tips should close down and that the group should look at establishing a “Regional Refuse Site” to take the waste from all of the participating LG’s. This would involve retaining the main or nominated refuse site in each LG to be converted to a transfer station to remove putrescible waste to the regional site and the other materials that are collected (scrap metal, asbestos, green waste, waste oil etc.) could be handled at the LG’s site.

The “Bowman Report” was funded by the State Government. Since the “Bowman Report”, three of the Local Governments have pulled out of the group – these being Lake Grace, Woodanilling and West Arthur. The remaining 9 Councils have been putting \$5,000 per year to keep the group going and to try and establish a regional refuse site.

### Comment:

A significant amount of work has been going on to try and establish a regional refuse site. A lot of the work has been concentrated within the Shire of Wagin, which took on the mantle as the lead agency. Wagin Shire has also been the “treasurer” for the group and has collected and disbursed funds as necessary. In addition, Wagin has investigated several sites within the Shire for potential use as the regional refuse site. For various reasons, none of the sites has proved useful.

Another site that showed some promise was in Tarwonga, in the Shire of Narrogin. This site had soil samples taken and analysed and showed promise. About this time the group was beginning to formulate a management structure and discussed how the land might be purchased. However the land owner pulled out of the deal and the group was again left looking for a suitable site for the regional refuse site.

A piece of land then became available within the Shire of Cuballing. This site has been drilled to establish the geotechnical and geological formation and water depth and type. More importantly, the owners are keen to sell the land for the use of a refuse site. This has resulted in a Memorandum of Understanding being signed by the owners and the 9 local governments still in the group, to purchase the site being offered, for use as a regional refuse site to take “putrescible municipal solid waste”.

The report has been compiled and shows great promise. Essentially it shows the clay being 10<sup>-1</sup> which is a minimum requirement for a refuse site. As importantly, the water table has been shown to be metres below the expected depth of any trench used for waste disposal.

A meeting has been held with the Department of Environment Regulation in Northam between the manager of the Department and the report's author (Landform Research) and members of the lead agency, the Shire of Wagin. The result of the meeting indicated that the site in Cuballing appeared to tick all the boxes for suitability and as such a formal Works Approval application is being compiled for submission.

Separately, the Shire of Wagin has been producing some indicative figures of expected costs to establish the new site in Cuballing as a regional refuse site, costs to establish the current refuse sites as transfer stations and expected charges to get the waste to the regional site (freight). A template has been produced in which each local government can input its own figures to establish what it will cost each Council to develop the new site and other inputs to operate a regional site as compared to individual refuse sites.

At this point in time, for the group to progress, it requires a commitment of up to \$80,000 per Council. This money will be used for professional advice (e.g. Works Approval application, Town Planning advice), subdivision, setting up the regional waste site.

There will be additional expenditure not included within the \$80,000 for such things as setting up transfer stations (there is a grant of \$20,000/ each LG for this), freight of waste to the regional site and other contingencies not allowed for or unseen at this point in time.

**Statutory Environment:**            *Environmental Protection Act 1986*  
   *Local Government act 1995*

**Financial Implications:**

\$80,000 to keep progressing on the regional waste site: There might be further expenditure required as the site is developed; however it is felt that the contribution of \$80,000 by each Council will significantly cover expected costs.

This figure does not include setting up transfer stations or freight of waste to the regional site by each LG. It also does not allow for management of the new site and this figure won't be known until tenders to run the site are called for.

Current Costs for the Wickepin Waste collections are as follows:

ACCOUNT	DESCRIPTION	Income	Expend	Income	Expend	Income	Expend	Income	Expend	Income	Expend
		Actual	2012/13	Budget		Actual	2013/14	Budget		Budget	204/15
10	<b>SANITATION HOUSEHOLDS</b>	41,426				FEB 14					
	<b>OPERATING EXPENDITURE</b>										
3532	Domestic Refuse Collection		23,055		43,995		14,646		24,825		25,000
3542	Refuse Site Mtce		36,388		39,755		6,861		35,945		15,000
3552	Recycling Collections		42,805		30,722		19,670		37,918		38,000
3582	Administration Allocated		3,844		3,673		2,582		4,057		4,100
3722	Commercial Refuse Collection		6,227		17,684		2,566		6,710		6,000
3822	Street Bins		4,799		6,760		3,460		6,760		7,000
	Regional Waste Site Mtce										42,000
	<b>Operating Expenditure</b>		<b>117,118</b>		<b>142,589</b>		<b>49,785</b>		<b>116,215</b>		<b>137,100</b>
	<b>SANITATION HOUSEHOLDS</b>										
10	<b>OPERATING INCOME</b>										
3593	Charges Domestic	27,325		25,350		28,428		28,145		28,400	
3803	Charges Commercial	5,476		4,736		5,795		5,640		5,795	
3583	Refuse Site Levy	18,926		18,526		19,824		19,494		19,824	
3533	Grants Etc	-		-		-		97,148		-	
	<b>Operating Income</b>	<b>51,727</b>		<b>48,612</b>		<b>54,047</b>		<b>150,427</b>		<b>54,019</b>	

This shows that the additional cost to Council would be approximately \$21,000 per annum not including the original Capital Cost of \$80,000 from the 2013/2014 Budget Estimates.

Council currently does not have a annual charge for the recycling as it has always been a provided service. Council could offset some of the increase charges by imposing an annual recycle charge of \$50.00 per bin this would bring in approximately 204 X \$50 = \$10,200.

Current bin charges for the domestic pick up is \$154.50 and \$305 for Commercial Pick Up.

**Policy Implications:** Nil

**Strategic Implications:**

The amount of funds being asked for is significant and will show whether this local government is committed to the establishment of a regional waste site. It can be seen that it is not a cheap exercise and there can be no doubt that it is more expensive than running the Shire tips as they are.

What needs to be remembered is all of the 9 participating Councils have varying life expectancies of their tips – some have quite a considerable life left and some very little. What cannot be disputed is that none of the Councils would be complying fully with Government legislation regarding refuse sites and each breach could incur a penalty of \$50,000, if the DER was to prosecute.

The group has established a site that has the potential to take all of the waste for 50+ years and if managed properly, will comply with DER requirements. This will also permit the transfer stations to be more cleanly run and acceptable to the community.

**Summary:**

Council is being requested by the Great Southern Regional Waste Group to commit ongoing funds to establish a regional refuse site to service those Local Governments that make up the group.

**Recommendation:**

That the Shire of Wickepin commits an amount of \$80,000 in the 2014/2015 budget towards the ongoing establishment of a regional refuse site at Nebrikinning Road in the Shire of Cuballing.

**Voting Requirements:** Simple majority

**Resolution No 190314-06**

**Moved Cr Russell / Seconded Cr Hinkley**

That the Shire of Wickepin consider an amount of \$80,000 in the 2014/2015 budget deliberations to put towards land purchase and the ongoing establishment costs of a regional refuse site at Nebrikinning Road in the Shire of Cuballing.

**Carried 7/0**

*Resolution differs from the Officers Recommendation as Council felt that the word 'commit' should be changed to the word 'consider and that 'land purchase' should be specified.*

3.34pm – MWS Peter Vlahov departed the Chambers.

Item 10.2.05 Community Development Officer's Report was brought forward to allow the CDO Natalie Manton to deliver her report.

Governance and Community Service

## 10.2.05 – Community Development Officer's Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton, Community Development Officer
<b>File Reference:</b>	
<b>Author:</b>	Natalie Manton, Community Development Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	13 March 2014

Enclosure / Attachment:

<p><b>Arts and Cultural</b></p>	<p><b>Dryandra Country Art, Food and Wine Event</b></p> <ul style="list-style-type: none"> <li>• Sent out letter to community groups calling for expressions of interest to participate in Dryandra Country Art, Food and Wine event.</li> <li>• Sent out reminder to community groups and individuals to participate in Dryandra event.</li> <li>• Liaised with organising committee and Helen Warrilow.</li> <li>• Forwarded information and posters to local businesses as well as order forms for coffee cups.</li> </ul> <p><b>Embrace Our Roots Sculpture Project</b></p> <ul style="list-style-type: none"> <li>• Submitted draft funding application for CANWA for comment prior to submission.</li> <li>• Requested letters of support from community members.</li> <li>• Final funding application submitted.</li> </ul> <p><b>Movie Night</b></p> <ul style="list-style-type: none"> <li>• Successful outdoor movie night showing Despicable Me 2. Attended by approx 100 people.</li> <li>• Provided overview of how to use movie screen equipment to Shire of Pingelly.</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Follow up on installation of art track at Wickepin Community Centre and hanging of artwork.</li> <li>• Investigated options for a mural for pool.</li> <li>• Liaison with Wickepin CRC on visiting show "Squaring the Wheel".</li> <li>• Forwarded information to Wickepin CRC on visiting garden workshop opportunity.</li> <li>• Responded to request from CRC network for information on movie screenings and licences.</li> <li>• Preliminary discussion of 2014 Wickepin Art Competition.</li> </ul>
<p><b>Community Development</b></p>	<p><b>Townscape</b></p> <ul style="list-style-type: none"> <li>• Provided report and attended Townscape meeting.</li> <li>• Budget review report.</li> </ul> <p><b>CRC Building Report</b></p> <ul style="list-style-type: none"> <li>• Completed draft report on CRC building background options and funding.</li> <li>• Contacted CRC staff for information on CRC building and services.</li> <li>• Circulated draft report to CRC staff and management committee and requested comments.</li> <li>• Obtained quote for concept plan and sketch for CRC building options.</li> </ul>

	<p><b>CLGF 12/13 Projects</b></p> <ul style="list-style-type: none"> <li>• Requested quote from Yealering Progress Association for Golden Memorial Park upgrade.</li> <li>• Provided information from Dept Water regarding swimming hole at Yealering.</li> <li>• Assisted CEO with variation to Financial Assistance Agreement.</li> </ul> <p><b>Shire of Wickepin Halls Report</b></p> <ul style="list-style-type: none"> <li>• Commenced Wickepin Halls report and planned community consultation.</li> </ul> <p><b>Wickepin Cemetery</b></p> <ul style="list-style-type: none"> <li>• Arranged meeting with Sara Hills regarding cemetery concept plan.</li> </ul> <p><b>Shire Office Gardens</b></p> <ul style="list-style-type: none"> <li>• Arranged meeting to further develop concept plan for shire office gardens.</li> </ul> <p><b>Community Archive</b></p> <ul style="list-style-type: none"> <li>• Background information for the development of record keeping and storage guidelines for archive boxes.</li> </ul> <p><b>Wickepin Jackets</b></p> <ul style="list-style-type: none"> <li>• Attend meetings of the committee organising Wickepin jackets.</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Provided notes for Watershed, shire newsletter, Facebook page and website.</li> <li>• Follow up grant opportunities for Shire of Wickepin projects.</li> <li>• Forwarded information to community members on grant opportunities and events.</li> <li>• Discussed lighting at community centre with Manager of Works and CEO. Light to be included in upgrade of Community Centre car park.</li> <li>• Responded to queries from CDO Network and Shire of Woodanilling regarding cemetery upgrade.</li> <li>• Provided information and application forms to community members for Wickepin Community Fund.</li> <li>• Follow up on installation of swing at Yealering Caravan Park.</li> <li>• Reviewed Shire of Wickepin Community Grants criteria and assisted with the distribution of letters.</li> </ul>
<p><b>Community Safety and Crime</b></p>	<ul style="list-style-type: none"> <li>• Met with new Roadwise Co-ordinator.</li> </ul>
<p><b>Economic Development</b></p>	<p><b>Living Lakes Project</b></p> <ul style="list-style-type: none"> <li>• Discussions with Yealering Progress Association and reference group regarding progress of Stage 2 of Living Lakes.</li> </ul>
<p><b>Tourism, Marketing and Promotion</b></p>	<ul style="list-style-type: none"> <li>• Revised information for new Shire of Wickepin brochure.</li> <li>• Sent photos, documents and links to Market Creations for new brochure design.</li> <li>• Promoted Wickepin to travel writer at “A Novel Event” in Kulin.</li> <li>• Developed content for Sunday Times advertising.</li> <li>• Contacted Gen Whisson from Shire of Kulin regarding workshop to consider marketing opportunities for Wickepin.</li> <li>• Briefly discussed marketing idea “Locals in Literature” with Luci Sartori.</li> <li>• Circulated link to Pathways to Wave Rock YouTube clip.</li> </ul>
<p><b>Sport and Recreation</b></p>	<p><b>Kidsport</b></p> <ul style="list-style-type: none"> <li>• Processed Kidsport vouchers.</li> <li>• Forwarded Kidsport information to all sporting clubs.</li> <li>• Assisted clubs with registrations.</li> <li>• Followed up payment of vouchers with Town of Narrogin.</li> </ul> <p><b>Walk trails</b></p>

	<ul style="list-style-type: none"> <li>• Follow up emails and calls to Brookfield Rail and PTA regarding pedestrian maze and lease arrangements.</li> <li>• Collated background information on walk trails for Walk Trails Master Plan consultants.</li> <li>• Met with TPG Senior Heritage Planner and conducted tour of Wickepin, Yealering and Harrismith.</li> <li>• Request historical information and photos from community.</li> </ul> <p><b>Yealering Bowling Green</b></p> <ul style="list-style-type: none"> <li>• Assist Yealering Bowling Club with CSRFF grant application for synthetic green.</li> </ul> <p><b>Narrogin Healthy Lifestyles Project</b></p> <ul style="list-style-type: none"> <li>• Promoted Healthy Lifestyles Programs in Wickepin and group fitness instructor training course.</li> <li>• Attended Narrogin Healthy Lifestyles Program meeting.</li> <li>• Forwarded information to Wickepin Health Centre on Healthy Lifestyle Programs.</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Promoted triathlon and forwarded photos for promotion.</li> <li>• Attended meetings of triathlon committee.</li> <li>• Follow up on installation of swing at Yealering Caravan Park.</li> <li>• Lighting at Community Centre building.</li> </ul>
<b>Special Needs Groups inc; Youth, Disabled and Older People.</b>	<ul style="list-style-type: none"> <li>• Background information on Aged Housing report.</li> <li>• Background information on previous criteria for applicants for young singles accommodation.</li> </ul>
<b>Heritage</b>	<p><b>War Memorial Upgrade</b></p> <ul style="list-style-type: none"> <li>• Completed funding application for upgrade to war memorial.</li> <li>• Contacted community member regarding old bridge timber.</li> </ul> <p><b>Old Railway Station</b></p> <ul style="list-style-type: none"> <li>• Submitted funding application for Railway Station building.</li> <li>• Obtained quote for revision of Municipal Heritage Inventory.</li> </ul>
<b>Governance Other</b>	<ul style="list-style-type: none"> <li>• Follow up Asset Management Plan guidelines with Darren Long.</li> <li>• Assisted CEO with background on asset management and long term financial planning costs.</li> <li>• Queried valuation and condition assessment on asset valuation report.</li> <li>• Provided information to Yvonne Bowey on asset valuations to be included in Synergy software.</li> <li>• Assisted with office administration including fees and charges, filing and provided background information.</li> <li>• Complete work plan for 2014 outlining tasks to be completed for the year.</li> <li>• Registered for Aspiring Leaders and Mentor's Conference in Margaret River on 3<sup>rd</sup> to 4<sup>th</sup> April 2014.</li> <li>• Forwarded Telstra Countrywide contact details to community members to report poor internet.</li> <li>• Provided information to Facey Group on aerial photography/mapping software.</li> </ul>

I was recently nominated by the Shire of Wickepin CEO for the Peter MacLean Award which recognises cemetery or crematorium staff who display one or more of the following:

- An aptitude for the industry
- Demonstrate a desire to improve services at their organisation
- Have introduced a new innovation in customer service, operations, product development or marketing
- Are likely to contribute or already have contributed to the wider industry community.

Last week I received notification that I was the recipient of the Peter McLean award for my work on the Yealering Cemetery and upgrading the records and processes for the cemeteries in the Shire of Wickepin. The award includes full registration to the Cemeteries and Crematoria Association of Western Australia Annual Seminar 2014, dinner and two night's accommodation at The Pan Pacific Hotel, Perth.

Thanks to the generous sponsorship of Arrow Bronze, I also receive full registration, travel and accommodation costs to attend the 2014 Australasian Cemeteries and Crematoria Association's Annual Conference in Queensland in October 2014.

While the award was very unexpected, I am grateful that my work is regarded well enough by the Shire of Wickepin to consider being nominated for the award.

### **Funding Applications Status Report**

<b>Project Name</b>	<b>Funding Organisation</b>	<b>Amount Requested exc Gst</b>	<b>Status</b>
Walk trails plan	Lotterywest	\$11,960	approved
ANZAC Centenary Grant	Dept Veteran's Affairs	\$24,374	Pending Council contribution cash \$10,000 Council contribution in kind \$2,816
Restoration of Old Railway Station building	Lotterywest	\$56,350	Pending - approval delayed until August 2014. Council contribution \$20,000 to be allocated from 2014/15 budget.
Embrace Our Roots	Community Arts Network WA	\$9350	Council contribution cash \$5,000. Included in 2013/14 budget Council contribution in-kind \$3,900

**Statutory Environment:** Local Government Act 1995.

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:****(1) To Develop and Maintain Quality Services and Infrastructure:**

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

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

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

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

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

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

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

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

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

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

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

**Recommendation:**

That council notes the report from the Community Development Officer dated 13 March 2014.

**Voting Requirements:** Simple majority.

**Resolution No 190314-07****Moved Cr Astbury / Seconded Cr Russell**

That council notes the report from the Community Development Officer dated 13 March 2014.

**Carried 7/0**

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Council Services

## 10.2.06- Community Resource Centre Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton, Community Development Officer
<b>File Reference:</b>	806
<b>Author:</b>	Natalie Manton, Community Development Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	13 March 2014

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### Enclosure / Attachment:

1. Wickepin Community Resource Centre Building Report
2. Concept Plan quotes to be tabled

### Background:

Improvements to the CRC building were made in 2010 to address poor drainage and dampness in the building including:

- Installation of damp course,
- Replaster external walls,
- Replace fretting bricks,
- Installation of vents to improve ventilation,
- Installation of grating and blue metal, and
- New downpipes.

The internal walls of the building were repainted and new carpet was installed during 2010.

Shire of Wickepin Environmental Health Officer inspected the building along with an engineer September 2012 in response to concerns of the dampness, odour and health issues associated with the building. Crumbling bricks on the internal walls were identified as an area of concern. It was also noted that the internal wall cladding was preventing airflow around the walls and increasing the dampness.

During this inspection it was noted that the drains installed in 2010 were not adequately draining water away from the building. The height of the rear of the block was identified as a contributing factor in the poor drainage around the building and additional piping was required to re-direct rainwater down the side of the building.

In a report to Council in July 2013, the shire of Wickepin Environmental Health and Building Officer, Alan Ramsay, noted that the Community Resource Centre has had ongoing problems with dampness. Previous attempts to improve the air flow and drainage of the building have not adequately resolved the problems.

The following resolution was passed at the July 2013 Council meeting:

**Resolution No 170713-15**  
**Moved Cr Allan / Seconded Cr Easton**

That:

1. The Building/Health Officer undertakes a full inspection of the Community Resource Centre and reports back to Council by the August 2013 Council meeting on the state of the Community Resource Centre building with the report containing solutions to resolve the damp and mould issues; and
2. The Community Development Officer prepare a report, with recommendations, on either renovating the existing Community Resource Centre building or constructing a new building on a different site.

**Carried 7/0**

Following the July 2013 Council resolution, the building was thoroughly assessed by the Shire of Wickepin Environmental Health and Building Officer to identify the causes of the dampness and provide an estimate of the cost of resolving the problem in both the short and long term. An experienced, specialist brick restoration contractor was also engaged to inspect the building provide comment and recommendations.

It was estimated that restoration of the brick work would be approximately \$200,000 and would involve the:

- Removal and replacement of brickwork at the damp course level and insertion of a damp course membrane.
- Removal of timber flooring and installation of damp proof membrane under floor joists.
- Removal of internal wall cladding and render.
- Removal of brick foundations.
- Rebuilding of some walls.

Following the 2013 inspection report, Council passed the following resolution:

**Resolution No 210813-12**  
**Moved Cr Astbury / Seconded Cr Russell**

That Council:

1. Allocate \$18,000.00 to repair the ventilation, install subsoil drains and stormwater at the Community Resource Centre as an interim measure until the long term future of the building is resolved; and
2. The Environmental Health Officer/Building Surveyor to inspect the building every six months following the ventilation repair and the stormwater and subsoil drainage work and report to Council if there are any issues with damp and mould.

**Carried 7/0**

In response to this recommendation improvements to the building were made in late 2013 including:

- Changes to air-conditioning system,
- Ceiling and floor vents, and
- Removal of soil from rear of block.

The enclosed draft report on the Community Resource Centre building has been prepared by the Shire of Wickepin Community Development Officer and includes the following information:

- History of the building
- Description of existing facilities
- Current valuation and condition
- Previous restoration work
- Current usage and services
- Current operating expenses
- Viability of current tenant
- Future needs analysis
- Future use of CRC building
- Future CRC service requirements
- Other considerations such as heritage, environmental and parking

The draft report also outlines the following five options for the CRC building:

- Option 1** Refurbish and extend current building on current site
- Option 2** New building on same site
- Option 3** Build new building in new location
- Option 4** Relocate to alternative building
- Option 5** Co-locate with Shire of Wickepin administration building.

**Comment:**

Inspections of the building over the past few years have noted that:

- Internal and external changes to the building have exacerbated the dampness problems.
- Storm water on the eastern side of the building is not adequately drained away from the building.
- The underlying problem stems from the breakdown of the damp proof course of the brick walls.
- The damp issue has been reduced significantly by adding ventilation and drainage to make it suitable for occupation for a limited time.
- The damaged and fretting brick work is a major problem that cannot be easily resolved without significant financial investment.
- A major renewal of the building or demolition may need to be considered.

The draft CRC Building Report will be used as the basis for obtaining quotes from architects for the development of concept plans including indicative costings and sketches.

The Wickepin Community Resource Centre Management Committee have provided written confirmation that the organisation is able to contribute \$\_\_\_\_\_ to the development of concept plans for the purpose of determining the most appropriate option for the future of the CRC building and the delivery of services to the Wickepin community.

**Financial Implications:** 106620 Consulting Fees  
Current budget \$82,180  
Actual expenses to date \$33,845

There are still some planned expenses of approximately \$28,500 for long term financial planning, accounting and administration support to be deducted from this category leaving a balance of approximately \$20,000 remaining funds.

**Strategic Implications:****(7) 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.

**(8) 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.

**Enabling Legislation:** Local Government Act 1995

**Council Policy:**

F3.5 Purchasing Policy

1.6 Purchasing Thresholds - At least two written quotations are required for procurement of goods or services where the value of such procurement ranges between \$5,001 and \$19,999.

**Recommendation:**

That Council endorse the draft Community Resource Centre Building Report and that it is used as the basis for:

1. Further consultation with the CRC management committee and community on the future of the CRC building, and
2. Obtaining quotes from architects for the development of concept plans including indicative costings and sketches for the 5 options presented in the report.

That Council allocate up to \$15,000 from budget item 106620 Consulting Fees for the purpose of funding the preparation of concept plans including indicative costings and sketches for the five options presented in the CRC Building Report.

**Voting Requirements:** Absolute majority.

**Resolution No 190314-08****Moved Cr Russell / Seconded Cr Easton**

That Council endorse the draft Community Resource Centre Building Report and that it is used as the basis for:

1. Further consultation with the CRC management committee and community on the future of the CRC building, and
2. Obtaining quotes from architects for the development of concept plans including indicative costings and sketches for the 5 options presented in the report.

That Council allocate up to \$15,000 from budget item 106620 Consulting Fees for the purpose of funding the preparation of concept plans including indicative costings and sketches for the five options presented in the CRC Building Report.

**Carried 7/0**

Council Services

**10.2.07- Budget Request 2014/15 – Dryandra Country Visitor Centre**

**Submission To:** Ordinary Council  
**Location / Address:** Whole Shire  
**Name of Applicant:** Dryandra Country Visitor Centre  
**File Reference:** 806  
**Author:** Mark J Hook, Chief Executive Officer  
**Disclosure of any Interest:** Nil  
**Date of Report:** 11 March 2014

**Enclosure / Attachment:** Nil

**Background:**

Council has received the following letter from Neil Butterworth, the President of the Dryandra Country Visitor Centre;

DRYANDRA COUNTRY VISITOR CENTRE  Park & Fairway Streets NARROGIN 6312									
Ph: 9881 2064 Fax: 9881 2094 Email: narrogin.tourist@westnet.com.au									
Mark Hook Chief Executive Officer Shire of Wickepin Wogolin Road WICKEPIN 6370									
<table border="1"> <tr> <th colspan="2">SHIRE OF WICKEPIN</th> </tr> <tr> <td>DATE RECEIVED:</td> <td>10 MAR 2014</td> </tr> <tr> <td>FILE NO:</td> <td>207</td> </tr> <tr> <td>TO:</td> <td></td> </tr> </table>		SHIRE OF WICKEPIN		DATE RECEIVED:	10 MAR 2014	FILE NO:	207	TO:	
SHIRE OF WICKEPIN									
DATE RECEIVED:	10 MAR 2014								
FILE NO:	207								
TO:									
Dear Mark									
Financial Support Dryandra Country Visitor Centre 2014/15									
The Dryandra Country Visitor Centre thanks the Shire of Wickepin for ongoing support of the Visitor Centre and the cash contribution (\$5,500) toward the employment of the Visitor Centre Manager and a financial contribution to the marketing strategy.									
We continue to offer a high level of customer service in the promotion of Wickepin and the Dryandra area with a dedicated team of volunteers dispensing information to travellers and local residents.									
The last year has seen improvements to the running of the organisation by the implementation of a new business plan with initiatives to promote the region and serve the local authorities more productively. There has also been the introduction of a marketing strategy in conjunction with Australia's Golden Outback to better promote this region. Our constitution is also under review at this time.									
To assist in the promotion of the Dryandra Country region and the Shire of Wickepin we request your financial support.									
We are seeking a cash contribution of \$5,500 (GST included) toward the employment of the Visitor Centre Manager.									
Yours sincerely  Neil Butterworth President DCVC Committee March 2014									

Council, in past financial years, have contributed annually to the Dryandra Country Visitor Centre.

**Comment:**

The committee is requesting a financial contribution of \$5,500 toward the employment of a Visitor Centre Manager. Council's contribution in previous financial years has been;

2008 - \$4000  
2009 - \$4,400  
2010 - \$5,500  
2011 - \$5,500  
2012 - \$5,500  
2013 - \$5,500

**Statutory Environment:** *Local Government Act 1995.*

**Policy Implications:** Not applicable

**Financial Implications:** Refer to aforementioned comment

**Strategic Implications:**

Objective Three: To promote the development of a viable and diversified local economy

- STRATEGIES -

1. To actively support the development of tourism opportunities in the Shire.

**Summary:**

The Visitors Centre have been a very good support to the Shire of Wickepin in helping promote the various tourist features and activities of the district. The Dryandra Country Visitors Centre is a very important cog in the overall promotional strategies which promote this Shire.

**Recommendation:**

That Council includes an allocation of \$5,500 in its 2014/2015 budget as a contribution toward the Dryandra Country Visitor Centre.

**Voting Requirements:** Simple majority.

**Resolution No 190314-09****Moved Cr Hinkley / Seconded Cr Lansdell**

That Council includes an allocation of \$5,500 in its 2014/2015 budget as a contribution toward the Dryandra Country Visitor Centre.

**Carried 7/0**

4.11pm – CDO Natalie Manton departed the Chambers.

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Governance, Audit and Community Services

## 10.2.01 – Financial Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Kerry Fisher - Finance Officer
<b>File Reference:</b>	
<b>Author:</b>	Kerry Fisher - Finance Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	7 March 2014

---

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

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

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

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

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

Local Government (Financial Management) Regulations 1996

34. Financial reports to be prepared s. 6.4

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -
- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
  - (b) Budget estimates to the end of the month to which the statement relates;
  - (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) The net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing -
- (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
  - (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
  - (c) Such other supporting information as is considered relevant by the local government.

- (3) The information in a statement of financial activity may be shown -
  - (a) According to nature and type classification;
  - (b) By program; or
  - (c) By business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
  - (a) Presented to the council -
    - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
    - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
  - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

**Policy Implications:** Not applicable

**Financial Implications:** Not applicable

**Strategic Implications:** Not applicable

**Recommendation:** That the financial statements tabled for the period ending 28 February 2014 as presented be received.

**Voting Requirements:** Simple majority

### **Resolution No 190314-10**

**Moved Cr Russell / Seconded Cr Astbury**

That the financial statements tabled for the period ending 28 February 2014 as presented be received.

**Carried 7/0**

## Bank Balances

As at 28/2/2014

	<b>Bank Statement</b>	<b>Adjusted</b>
Municipal Fund	2,110,623.80	2,109,664.05
Petty Cash	500.00	500.00
Reserves	807,338.54	807,338.54
<b>Total</b>	<b>2,918,462.34</b>	<b>2,917,502.59</b>
Trust Fund	57,583.26	57,123.26
Transport Account	527.50	0.00

## Debtors

Rates as at 28/2/2014

Account 7461	Rates	87,559.00
Account 6051	Sewerage	5,963.59
Account 7451	Excess Receipts	-2,697.30
Account 7441	Pensioners Rebates	19,512.78
Account 7481	Domestic Rubbish	2,759.62
Account 7491	Commercial Rubbish	0
Account 7201	Refuse Site Levy	1,261.11

**Sundry Debtors as at 28/2/2014**

Current	945.91
1 Month	1,597.61
2 Months	480.00
3 Months	476.59
<b>Total</b>	<b>3,500.11</b>

Governance, Audit and Community Services

## 10.2.02 – List of Accounts

**Submission To:** Ordinary Council  
**Location / Address:** Whole Shire  
**Name of Applicant:** Kerry Fisher - Finance Officer  
**File Reference:**  
**Author:** Kerry Fisher - Finance Officer  
**Disclosure of any Interest:** Nil  
**Date of Report:** 7 March 2014

**Enclosure / Attachment:** List of Accounts

**Background:** Please find following the List of Accounts remitted during the period from 1 February 2014 – 28 February 2014

	<u>Vouchers</u>	<u>Amounts</u>
<b>Municipal Account</b>		
Cheques	14866-14892	42,161.68
EFTPOS	4303-4373	195,831.43
Other Transfers	Payroll February 2014	69,978.00
<b>Trust Account</b>		
Cheques	1223-1227	1,491.75
EFTPOS	4374	750.00
<b>TOTAL</b>		<b><u>\$310,212.86</u></b>

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

### **Certificate of Chief Executive Officer:**

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

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

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

**Policy Implications:** Policy F3.7 - Cheque Issue

**Financial Implications:** Not applicable

**Strategic Implications:** Not applicable

**Recommendation:** That Council acknowledges that payments totaling \$310,212.86 has been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Voting Requirements:** Simple majority

### **Resolution No 190314-11**

#### **Moved Cr Lang / Seconded Cr Russell**

That Council acknowledges that payments totaling \$310,212.86 has been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Carried 7/0**

SHIRE OF WICKEPIN  
CHEQUE LISTING  
1/2/2014 TO 28/2/2014

Chq/EFT	Date	Name	Description	Muni	Trust
1223	14/02/2014	BCITF	LEVY FOR LALLY TO BCITF		271.75
1224	19/02/2014	DOCEP - BOND ADMINISTRATOR	BOND ADMINISTRATOR FOR UNIT 2 'COTTAGE HOMES		220.00
1225	25/02/2014	BARRYMORE FREDERICK GREEN	REFUND BOND FOR UNIT 2 'COTTAGE HOMES'		220.00
1226	25/02/2014	DAMIEN SCOTT ORCHARD	REFUND BOND UNIT 2 'YARLING COURT'		320.00
1227	26/02/2014	DOCEP - BOND ADMINISTRATOR	BOND ADMINISTRATOR FOR UNIT 2 'YARLING COURT'		460.00
EFT4303	07/02/2014	AUSTRALIA POST	POSTAL CHARGES JANUARY 2014	108.93	
EFT4304	07/02/2014	AIR RESPONSE	AIRCON UNITS DONGA AT HARRISWICH CARAVAN PARK	4,771.00	
EFT4305	07/02/2014	ARROW BRONZE	BRONZE CEMETERY PLAQUE - DOWNIE	249.81	
EFT4306	07/02/2014	ARTS NARROGIN INC	REGISTRATION FEE DRYANDRA COUNTRY ART TRAIL	100.00	
EFT4307	07/02/2014	BEST OFFICE SYSTEMS	COPIER UNITS USED	1,097.47	
EFT4308	07/02/2014	BKS ELECTRICAL	LABOUR & TRAVEL TO CHECK POOL PUMP	172.70	
EFT4309	07/02/2014	COUNTRY PAINT SUPPLIES	PURPLE PAINT	33.83	
EFT4310	07/02/2014	STAPLES / CORPORATE EXPRESS	VARIOUS STATIONERY	173.98	
EFT4311	07/02/2014	KELLY COCHRANE	11 HRS CLEANING	275.00	
EFT4312	07/02/2014	DONGARA EARTHMOVERS	HIRE OF SIDE TIPPER TO CART TREES, SOIL & GRAVEL	8,794.50	
EFT4313	07/02/2014	CR ROSS EASTON	TRAVEL ALLOWANCE - JULY TO DECEMBER 2013	1,569.00	
EFT4314	07/02/2014	GEOFF PERKINS FARM MACHINERY CENTRE	SERVICE - NEW PULL CORD & BLADES	266.85	
EFT4315	07/02/2014	PH & KE GOW LICENSED SURVEYORS	SURVEY WORKS	3,069.00	
EFT4316	07/02/2014	JIM'S PEST CONTROL	SPRAYING FOR SPIDERS / COCKROACHES	4,103.00	
EFT4317	07/02/2014	CR STEVEN JOHN MARTIN	PRESIDENTS ALLOWANCE - JULY TO DECEMBER 2013	2,552.88	
EFT4318	07/02/2014	NARROGIN PUMPS, SOLAR AND SPRAYING	CAMLOCK	20.17	
EFT4319	07/02/2014	MAUREEN PREEDY	9 HRS CLEANING	225.00	
EFT4320	07/02/2014	RYLAN PTY LTD	KERBING IN WICKEPIN	6,326.54	
EFT4321	07/02/2014	RSA WORKS	LOMOS ROAD PROJECT TO END OF JAN 2014	8,800.00	
EFT4322	07/02/2014	RCPA	2 X 450 PIPES	963.05	
EFT4323	07/02/2014	RURAL TRAFFIC SERVICES	TRAFFIC CONTROLLERS	4,438.50	
EFT4324	07/02/2014	SHERIDANS FOR BADGES	NAME BAR	45.76	
EFT4325	07/02/2014	WESTRAC EQUIPMENT	SENSOR	177.95	
EFT4326	07/02/2014	WICKEPIN DISTRICT SPORTS CLUB	SPONSORSHIP CLUB OPEN DAY 9 MARCH 2014	200.00	
EFT4327	07/02/2014	WICKEPIN NEWSAGENCY	5 WEST, 5 NGN OBSERVER, 3 FARM WEEKLY	24.90	
EFT4328	07/02/2014	MECHANICAL & DIESEL SERVICES	RECONDITIONED RAM	505.56	
EFT4329	07/02/2014	NARROGIN QUARRY OPERATIONS	METAL DUST DELIVERY	217.27	
EFT4330	07/02/2014	STAR TRACK EXPRESS	FREIGHT ON STAPLES INVOICES	85.58	
EFT4331	07/02/2014	TELSTRA	TELSTRA CHARGES USAGE TO 26/1/14	2,451.65	
EFT4332	07/02/2014	SYNERGY	STREETLIGHTS 25DEC13 - 24JAN14	1,630.80	
EFT4333	07/02/2014	WESTERN AUSTRALIAN TREASURY CORP	LOAN NO. 100 PAYMENT	2,132.25	

SHIRE OF WICKEPIN  
CHEQUE LISTING  
1/2/2014 TO 28/2/2014

Chq/EFT	Date	Name	Description	Muni	Trust
EFT4334	10/02/2014	INGREYS	NISSAN D40 NAVARA RX TRAY TOP UTE	30,365.00	
EFT4335	20/02/2014	BURGESS RAWSON (WA) PTY LTD	WATER USAGE 9 MAR 13 TO 6 DEC 14	734.91	
EFT4336	20/02/2014	BEST OFFICE SYSTEMS	COPIER UNITS BLACK & COLOUR	1,100.73	
EFT4337	20/02/2014	A G BROOKES EXCAVATIONS	HIRE EXCAVATOR	8,239.00	
EFT4338	20/02/2014	CORNER'S AUTO ELECTRICS	CHECK AND REPLACE BATTERIES	445.50	
EFT4339	20/02/2014	STAPLES / CORPORATE EXPRESS	SELF INKING LICENSING STAMP	76.44	
EFT4340	20/02/2014	DEWS EXCAVATIONS	CULVERTS	13,200.00	
EFT4341	20/02/2014	DONGARA EARTHMOVERS	HIRE ROAD TRAIN & SIDE TIPPERS	20,592.00	
EFT4342	20/02/2014	EWEN RURAL SUPPLIES	AUSTRALIA DAY	2,643.84	
EFT4343	20/02/2014	GREAT SOUTHERN FUEL SUPPLIES	JANUARY 2014 FUEL	9,997.93	
EFT4344	20/02/2014	GREENLINE	MOWER REELS & FREIGHT	544.78	
EFT4345	20/02/2014	GANGELLS AGSOLUTIONS	CAMLOCKS & SLEDGE HAMMER HANDLE	105.94	
EFT4346	20/02/2014	JR & A HERSEY	SAND BAGS	110.00	
EFT4347	20/02/2014	HANSON CONSTRUCTION MATERIALS	5M3 CEMENT DELIVERY	2,871.00	
EFT4348	20/02/2014	AG & SM HEMLEY	SUPPLY & INSTAL 300M RINGLOCK FENCE	2,756.27	
EFT4349	20/02/2014	MURRAY RIVER HAULAGE	HIRE 130G GRADER	13,695.00	
EFT4350	20/02/2014	NARROGIN HIRE SERVICE	HIRE JUGS - SENIOR CITZ LUNCH	19.80	
EFT4351	20/02/2014	NARROGIN HARDWARE MAKIT	1 TAP HANDLE KIT	19.80	
EFT4352	20/02/2014	NOT TOO DUSTY PLANT HIRE	10 DAYS WATER TRUCK HIRE	3,850.00	
EFT4353	20/02/2014	ONSITE RENTAL GROUP OPERATIONS PTY LTD	HIRE VIBE ROLLER	3,190.00	
EFT4354	20/02/2014	STATE WIDE TURF SERVICES	VERTI MOW N SWEEP, SOLID TYNE & SMUDGE OVAL	7,359.00	
EFT4355	20/02/2014	TELFORD INDUSTRIES	CHEMICALS FOR POOL	727.98	
EFT4356	20/02/2014	DYNAMIC PRINT	A4 LETTERHEAD	263.00	
EFT4357	20/02/2014	TINCURRIN RURAL SERVICES	WETSPRAY 20LT	130.00	
EFT4358	20/02/2014	THE TROPHY HOUSE	ENGRAVING HONOUR BOARD UPDATES	137.00	
EFT4359	20/02/2014	WA LOCAL GOVT ASSOCIATION	ADVERTISING COUNCIL MEETING DATES 2014	236.28	
EFT4360	20/02/2014	WEST AUSTRALIAN NEWSPAPERS	AUSTRALIA DAY ADVERT	110.00	
EFT4361	21/02/2014	AIR RESPONSE	SERVICE SPLIT SYSTEM AIR CON X 6	1,568.04	
EFT4362	21/02/2014	ANZ SUPER - ALLAN HEMLEY	SUPERANNUATION CONTRIBUTIONS	375.58	
EFT4363	21/02/2014	ALL SERVICES ROADS	PREPARE TRAFFIC MANAGEMENT PLANS	660.00	
EFT4364	21/02/2014	BAILEYS FERTILISERS	FERTILISER	1,289.75	
EFT4365	21/02/2014	ING CUSTODIANS PTY LTD	SUPERANNUATION CONTRIBUTIONS	325.08	
EFT4366	21/02/2014	KEL'S TYRES	2 TUBES	332.20	
EFT4367	21/02/2014	STAR TRACK EXPRESS	FREIGHT ON WA HINO INV	227.35	
EFT4368	21/02/2014	RAMSAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	175.18	
EFT4369	21/02/2014	TELSTRA	SAT PHONE PLAN	72.28	

SHIRE OF WICKEPIN  
CHEQUE LISTING  
1/2/2014 TO 28/2/2014

Chq/EFT	Date	Name	Description	Muni	Trust
EFT4370	21/02/2014	SYNERGY	ELECTRICITY CHARGES 23/10/13 TO 13/01/14	10,954.30	
EFT4371	21/02/2014	WURTH AUSTRALIA P/L	WORKSHOP SUPPLIES	221.04	
EFT4372	21/02/2014	BUILDING COMMISSION	BUILDING FEES COLLECTED JUNE 13 TO JAN 14	260.50	
EFT4373	21/02/2014	CAILES GAS SERVICES	REPAIRS TO STOVE UNIT 3	266.00	
EFT4374	27/02/2014	SHIRE OF WICKEPIN	IN LIEU PAYMENT FOR TRIATHLON INSURANCE		750.00
14866	07/02/2014	CR F ALLAN	MEETING ALLOWANCE - JULY TO DECEMBER 2013	1,479.00	
14867	07/02/2014	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	APPARATUS LICENCE RENEWAL FEE	101.00	
14868	07/02/2014	WES ASTBURY	TRAVEL ALLOWANCE - JULY TO DECEMBER 2013	200.84	
14869	07/02/2014	BAILEYS MOTEL	ACCOM FOR LICENSING TRAINING - A BULLOCK	775.00	
14870	07/02/2014	COALCLIFF PLANT HIRE	TRANSPORT FOR P813 TO SITE	1,542.75	
14871	07/02/2014	CR GERRI HINKLEY	TRAVEL ALLOWANCE - JULY TO DECEMBER 2013	1,518.00	
14872	07/02/2014	JASON SIGNMAKERS	REFLECTIVE CONES	642.40	
14873	07/02/2014	MR G LANG	MEETING ALLOWANCE - JULY TO DECEMBER 2013	106.20	
14874	07/02/2014	CR ALLAN LANSDELL	MEETING ALLOWANCE - JULY TO DECEMBER 2013	834.80	
14875	07/02/2014	GREAT SOUTHERN WASTE DISPOSAL	RUBBISH RECYCLING COLLECTION	4,795.14	
14876	07/02/2014	NARROGIN PACKAGING	SINGLET	37.95	
14877	07/02/2014	CR JULIE RUSSELL	MEETING ALLOWANCE - JULY TO DECEMBER 2013	1,186.80	
14878	07/02/2014	WICKEPIN ST JOHN AMBULANCE	FIRST AID TRAINING X 8	1,520.00	
14879	20/02/2014	JASON SIGNMAKERS	REFLECTIVE TRAFFIC CONES	198.00	
14880	20/02/2014	PCS	COMPUTER SUPPORT 23/12/13 TO 9/1/14	255.00	
14881	20/02/2014	PARRY'S	JEANS AND SHIRTS	229.24	
14882	20/02/2014	SHIRE OF WICKEPIN	DOT - REGISTRATION FOR WK 2567	409.20	
14883	20/02/2014	MRS I WATKINS	CLEANING AT YEALERING CVAN PARK	492.00	
14884	21/02/2014	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	92.29	
14885	21/02/2014	IOOF LIFETRACK - AMANDA LOUISE BULLOCK	SUPERANNUATION CONTRIBUTIONS	264.14	
14886	21/02/2014	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	318.82	
14887	21/02/2014	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	320.15	
14888	21/02/2014	WA HINO SALES & SERVICE	PARTS FOR CYLINDER HEAD REPAIR	966.23	
14889	21/02/2014	WATER CORPORATION	WATER USAGE & SERVICE CHARGES 28FEB14	15,811.72	
14890	21/02/2014	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	7,606.70	
14891	21/02/2014	BEC DANILOVIC @ WICKEPIN GARDEN CENTRE	VARIOUS ITEMS (PLANTS & HOSES)	333.90	
14892	21/02/2014	WA HINO SALES & SERVICE	26 STRAP & STRAP RUBBER"	124.41	
<b>TOTALS</b>				<b>237,993.11</b>	<b>2,241.75</b>

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Governance, Audit and Community Services

## 10.2.03 - EHO/Building Surveyor's Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Allan Ramsay, EHO/Building Surveyor
<b>File Reference:</b>	2203
<b>Author:</b>	Allan Ramsay, EHO/Building Surveyor
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	11 March 2014

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**Enclosure / Attachment:** Nil

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

**Building Licenses:**

There were no building applications approved and license issued for the month of February 2014.

**Implications:** Not applicable

**Financial Implications:** Not applicable

**Strategic Implications:** Not applicable

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

**Council Policy:** Nil

**Recommendation:**

That council notes the report from the EHO/Building Surveyor dated 11 March 2014.

**Resolution No 190314-12**

**Moved Cr Lang / Seconded Cr Russell**

That council notes the report from the EHO/Building Surveyor dated 11 March 2014.

**Carried 7/0**

Governance, Audit and Community Services

## 10.2.04 - Proposed Chemical Storage Shed - Lot 4 Wogolin Road, Wickepin

**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:** 11 March 2014

**Enclosure / Attachment:** Nil

### Background:

Council received an application for the construction of a Chemical Storage Shed on Lot 4 Wogolin Road, Wickepin WA 6370 from Colin and Paula Fleay.

The following advert was placed in the Narrogin Observer on Thursday 13 February 2014 allowing for public submission;



**SHIRE OF WICKEPIN**

**PLANNING AND DEVELOPMENT ACT 2005**  
**TOWN PLANNING SCHEME NO.2**

**PROPOSED CHEMICAL STORAGE SHED LOT 4 WOGOLIN ROAD WICKEPIN WA 6370**

Notice is hereby given that the local government of the Shire of Wickepin has received an application for the construction of a Chemical Storage Shed on Lot 4 Wogolin Road Wickepin WA 6370.

Plans and supporting information relevant to this proposal is available for viewing at the Shire Offices during normal office hours. Any enquires regarding this proposal should be directed to the Chief Executive Officer Shire of Wickepin PO Box 19 Wickepin WA 6370.

Submissions on the proposal must be made in writing and lodged with the undersigned on or before 4pm Friday 7<sup>th</sup> March 2014.

**MARK HOOK**  
**CHIEF EXECUTIVE OFFICER**

### Comment:

The deadline for receiving the submissions was 4.00pm of Friday 7 March 2014. No submissions were received to Council.

**Implications:** Not applicable

**Financial Implications:** Not applicable

**Strategic Implications:** Not applicable

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

**Council Policy:** Nil

**Recommendation:**

That Council approve the application for the construction of a Chemical Storage Shed on Lot 4 Wogolin Road, Wickepin WA 6370.

**Resolution No 190314-13**

**Moved Cr Russell / Seconded Cr Astbury**

That Council approve the application for the construction of a Chemical Storage Shed on Lot 4 Wogolin Road, Wickepin WA 6370.

**Carried 7/0**

Governance, Audit and Community Service

## 10.2.08 – Wheatbelt South Small Business Centre - Donation

**Submission To:** Ordinary Council  
**Location / Address:** Whole Shire  
**Name of Applicant:** Wheatbelt South Small Business Centre  
**File Reference:** 1429  
**Author:** Mark J Hook, Chief Executive Officer  
**Disclosure of any Interest:** Nil  
**Date of Report:** 11 March 2014

**Enclosure / Attachment:** Nil

### Background:

Council has received the following letter from the Wheatbelt South Small Business Centre requesting a donation of \$200 from Council;

SHIRE OF WICKEPIN	
DATE RECEIVED:	5 MAR 2014
FILL NO:	217
TO:	



4 March 2014

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

**2014 Wheatbelt South Small Business Awards**

Dear Mark,

As a joint coordinator of the 2013 Wheatbelt South Small Business Awards with the Narrogin Chamber of Commerce we are seeking your financial support as a partner and presenter of an award category in our 2014 Small Business Awards.

The 2014 Awards are scheduled to be held 17 May 2014 and we intend to again offer the “Regional Local Government Authority Award” for the Community Association category. This category includes any community organisation that is not-for-profit and incorporated. We received a strong number of entrants from this sector last year and expect more in 2014. These organisations contribute much to the local economy and deserve their recognition.

The Community Organisation Award was won by West Arthur Community Resource Centre in 2013 and they deservedly received their cash prize of \$1000 from the contributing LGA’s. This year we are gain seeking your support for a \$200 donation for this award.

Once we have received the above support from the regional LGA’s, the award category can be confirmed and arrangements made for a representative to present the award on the evening of the awards.

We are happy to discuss this further if required and would appreciate your earliest advice to enable us to lock-in this category.

Yours sincerely,  
  
 Neil Butterworth

cc. Shire of Williams, Shire of Wickepin, Wagin Shire, Dumbleyung Shire, Shire of Lake Grace, Shire of West Arthur, Town of Narrogin, Shire of Narrogin, Shire of Wandering

**Comment:**

This is a good way of showing the work Local Governments undertake in the business community and recognising the good work they do with in our communities.

As this is an unbudgeted item, Council will need an absolute majority if it wishes to donate the \$200 towards sponsorship of an award category "Regional Local Government Authority Award" for the Wheatbelt South Small Business Awards with the Narrogin Chamber of Commerce.

Council passed the following resolution at its Ordinary Meeting of Council held on 20 February 2013:

**Resolution No 200213-17****Moved Cr Lansdell / Seconded Cr Easton**

That Council donate \$200 to the Wheatbelt South Small Business Centre for its contribution towards the "Regional Local Government Authority Award" for the Wheatbelt South Small Business Awards with the Narrogin Chamber of Commerce.

**Carried 6/0 Absolute Majority**

This appears to be an annual event and Council should be allowing an annual budget allocation to cover this prize.

**Statutory Environment:** *Local Government Act 1995*

**Policy Implications:** Nil

**Financial Implications:** Cost of the Donation requested \$200

**Strategic Implications:**

Fits within the following section of the Shire of Wickepin Strategic Community Plan 2012 – 2022:

<b>Theme 3 – To promote the development of a viable and diversified local economy</b>		
A strong, diversified economic and industrial base that provides new and varied employment opportunities for all age groups.		
<b>Goal</b>	<b>Action</b>	<b>Measure</b>
<b>3.1 To actively support the development of tourism opportunities in the Shire.</b>	<ul style="list-style-type: none"> <li>Investigate and implement methods for improving the promotion of tourism in the district.</li> <li>Liaise with local and regional tourist promotion groups with the aim of promoting the development of tourism in the Shire.</li> <li>Seek advice from the WA Tourism Commission with regard to promoting the district.</li> <li>Publicise the availability of the information and encourage local and external entrepreneurs to become actively involved in the Shire of Wickepin.</li> </ul>	<ul style="list-style-type: none"> <li>Measure our Shire's progress in accordance with Wickepin's tourism Development Plan</li> </ul>
<b>3.2 Support activities that lead to diversification and sustainability of the rural industry.</b>	<ul style="list-style-type: none"> <li>Support the efforts of the Facey Group towards diversification and sustainability of rural industry.</li> <li>Investigate and support where possible the actions being taken towards the development of industry in the district.</li> </ul>	<ul style="list-style-type: none"> <li>We have a published strategic economic development plan for the Shire. This will include:               <ul style="list-style-type: none"> <li>an economic diversification plan</li> <li>an infrastructure strategy</li> <li>extractive industries strategy</li> </ul> </li> </ul>
<b>3.3 Actively support extractive industries - not to the detriment of the environment.</b>	<ul style="list-style-type: none"> <li>Support the development of mining, particularly the proposed Kaolin mine, while ensuring that it is not developed to the detriment of the environment.</li> </ul>	
<b>3.4 Through planning and development ensure availability of land for residential and industrial purposes.</b>	<ul style="list-style-type: none"> <li>Investigate the availability of land presently available, for various uses, including industrial and plan to meet the expected future requirements.</li> </ul>	<ul style="list-style-type: none"> <li>The Council will develop a planning and development strategy which will ensure availability of land for the future.</li> </ul>
<b>3.5 Encourage the retention of existing and the introduction of new businesses.</b>	<ul style="list-style-type: none"> <li>Assist with the provision of resources for housing and other infrastructure for local businesses, in conjunction with other authorities.</li> <li>Investigate the initiatives adopted by other communities for the expansion of the local community.</li> <li>Investigate the establishment of a Business Enterprise Centre to serve the Shire of Wickepin in its own right or in conjunction with another local government/s.</li> </ul>	<ul style="list-style-type: none"> <li>We have a clear, documented community amenity and facilities plan that addresses for housing/infrastructure measured in accordance with other local communities.</li> </ul>

**Summary:**

Council is being requested to donate \$200 to the Wheatbelt South Small Business Centre for its contribution towards the "Regional Local Government Authority Award" for the Wheatbelt South Small Business Awards 2014 with the Narrogin Chamber of Commerce.

Council is also being requested to list this as an Annual subscription under council budget process.

**Recommendation:**

1. That Council donate \$200 to the Wheatbelt South Small Business Centre for its contribution towards the "Regional Local Government Authority Award" for the Wheatbelt South Small Business Awards 2014 with the Narrogin Chamber of Commerce.
2. That Council allow an amount of \$200 toward the "Regional Local Government Authority Award" for the Wheatbelt South Small Business Awards with the Narrogin Chamber of Commerce on an annual basis under General Ledger account 103020 Members of Council Operating Expenditure Subscriptions.

**Voting Requirements:** Absolute majority

**Resolution No 190314-14****Moved Cr Lansdell / Seconded Cr Easton**

1. That Council donate \$200 to the Wheatbelt South Small Business Centre for its contribution towards the "Regional Local Government Authority Award" for the Wheatbelt South Small Business Awards 2014 with the Narrogin Chamber of Commerce.
2. That Council allow an amount of \$200 toward the "Regional Local Government Authority Award" for the Wheatbelt South Small Business Awards with the Narrogin Chamber of Commerce on an annual basis under General Ledger account 103020 Members of Council Operating Expenditure Subscriptions.

**Carried 7/0**

4.15pm – Cr Russell departed the Chambers due to declaring a proximity interest – owns adjoining lot.

Governance, Audit and Community Services

## 10.2.09 – LandCorp – Application Regional Development Assistance Program 2013/2014

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	507
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	12 March 2014

**Enclosure / Attachment:** 2013/2014 Regional Development Assistance Program application

### Background:

The Shire of Wickepin made application to the Country Local Government Fund (CLGF) back in 2012/13 for the provision of 44 lots on Lot 9001 commonly known as the English land or Yarling Brook Estate.

Council's application to the CLGF in 2012/2013 for the Yarling Brook Estate was:

CLGF 2012/13	Individual component	\$218,868
CLGF 2012/2013	Regional	\$220,000
TOTAL		\$438,868

Council has been advised that the project application under the CLGF 2012/13 Individual component was successful and has received the \$218,868 monies as part of the total \$348,868 2012/2013 allocation.

Council has also been advised by the Director General Department of Regional Development Mr Paul Rosair that the submission for funding in the 2013-2013 CLGF Group funding round for the Dryandra VROC Residential Subdivision (Wickepin) was unsuccessful.

The reasons given were:

- Project not well supported by the Wheat Belt Development Commission
- Attached quotes were out of date
- No comments in the application from Western Power or Telstra

This was to allow for Council to develop the whole of Lot 9001 as one project but with the rejection of council's application Council will need to reconsider the ability to construct the 11 Lots under the CLGF 2012/13 Individual component.

### Comment:

Council has received a new Financial Assistance Agreement for the 2012/2013 Country Local Government Fund 2012-2013 individual allocation which has had the Yarling Brook Estate allocation removed and replaced with the new allocation for the Community Agricultural Centre and the Wickepin Community Centre Reconstruction Environs.

This means that Council should consider undertaking the subdivision of the land by utilising funds available under the State Government's Regional Development Assistance Program (RDAP) through LandCorp and the land reserve fund of \$99,500.37.

The State Government's Regional Development Assistance Program (RDAP) helps local authorities to build communities across Western Australia.

Through RDAP, the State Government provides LandCorp with limited funding to deliver regional projects that are essential to supporting the revitalisation and growth of regional towns and centres. Potential projects are assessed against established criteria.

Under the RDAP, local authorities can apply to LandCorp for assistance to progress potential land development projects in their local government areas.

The application period for projects for the 2014 round of RDAP is now open.

The local RDAP objective is to facilitate and part-fund important projects in regional WA. LandCorp over several years has built an inventory of land in regional WA. Greater priority will be given to those projects where funding is provided by the Local Authority (or a third party), or where in-kind contributions (access to construction materials, undertaking to construct roads, etc.) are identified in the application. LandCorp officers will assist Local Authorities to advance applications for projects that are 'development ready' and will assist in ensuring that the financial and other responsibilities of the parties for the project, under the local RDAP program, are understood.

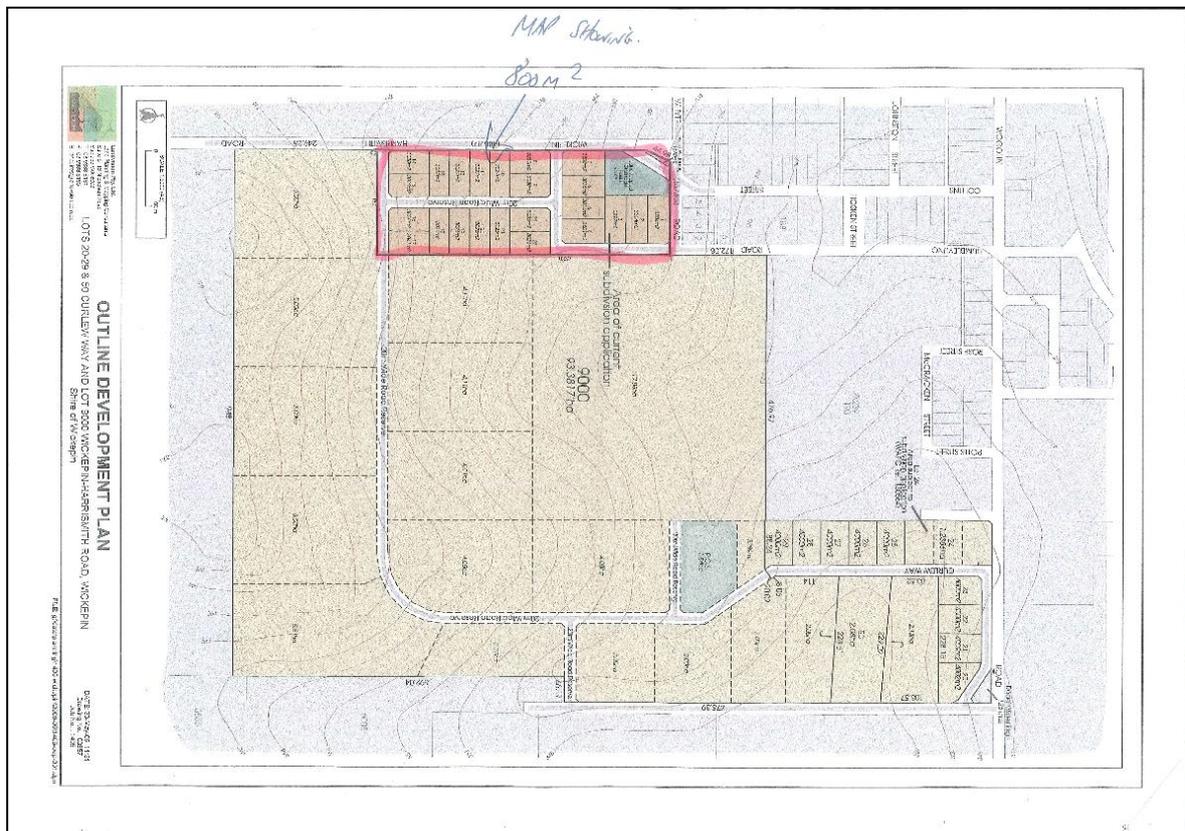
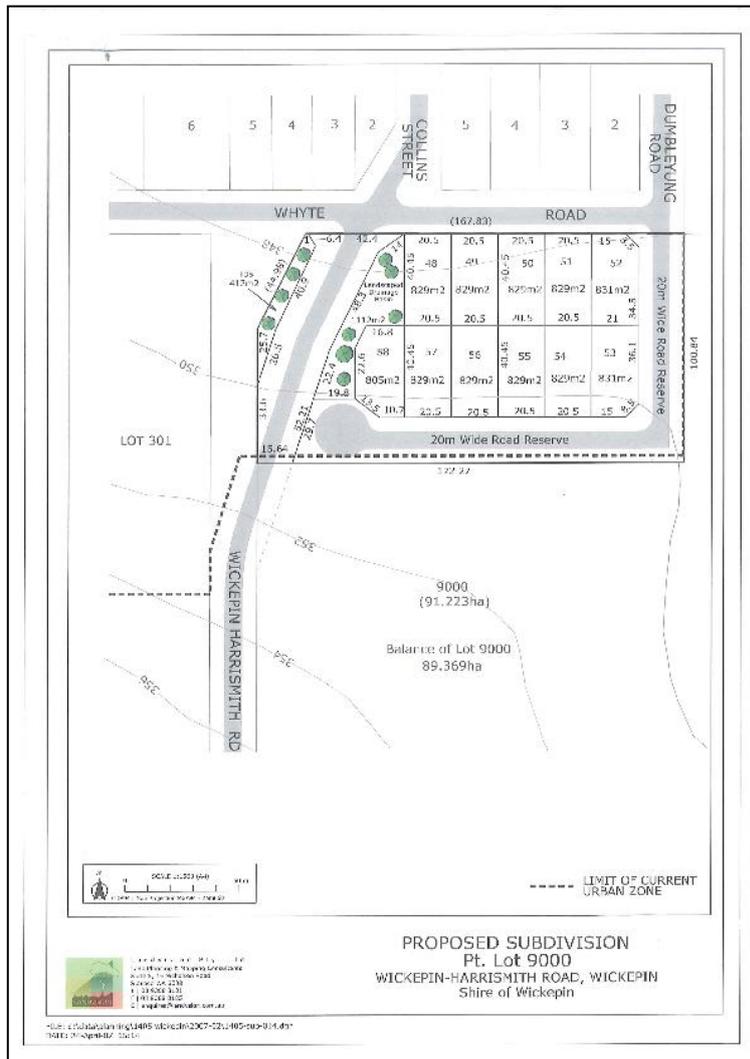
The local Regional Development Assistance Program (RDAP):

- develops land to support projects that expand the social and economic vitality of regional communities;
- undertakes small land development projects (usually less than 20 lots) in regional Western Australia;
- is available for projects in towns where there are either limited or no active private developers releasing land;
- is undertaken on land held by the Crown or the Local Authority
- requires future landowners to build within a specified period to prevent land speculation, to encourage new building activity and the to build strong and diverse communities;
- is active in towns where land supply needs are not currently being met, primarily due to the high servicing costs and low market prices for lots;
- seeks to rationalise the land bank of lots available throughout regional areas so housing and employment opportunities can co-exist ; and
- eligibility extends to residential, commercial, tourism and light industrial developments, with Local Authorities permitted

RDAP is not a funding program for Local Authorities to access and LandCorp will not support projects which compete with private sector developments or where there is existing comparable land for sale. LandCorp will not release 'Greenfield' estates where undeveloped lots are available within the current urban area. Also, the local RDAP will be supplying land into the market at prices that may be above valuation and are more reflective of the cost of production.

Applications open each year in December and are encouraged to be lodged in the first quarter of the year to allow for decision making and budgeting. Applications will be assessed and prioritised by the LandCorp Board on a quarterly basis (May, July and October). The Board will notify Local Authorities of their decision to provide feasibility funding on a quarterly basis.

If Council decides to make application to LandCorp through RDAP for the Eleven (11) lot development Yarling Court stage Two (2) Council will be required to surrender the entire title of Lot 9000 as shown in the following development plans.



LandCorp will then undertake a complete study of the area and will compile a development plan for the proposed subdivided area. Council will have input into the development plan and can also impose conditions on the Lots through a Town Planning Policy or development order as currently in place for Stage one (1).

#### **POLICY – TOWN PLANNING SCHEME NO.4**

*Policy Number:* 7.2

***Policy Subject:* Local Planning Policy design Guidelines for Residences in Rural Residential Zone**

*Policy Statement:* Council has prepared this Local Planning Policy under the provisions of Section 2.2 of its Town Planning Scheme. The Policy has been adopted by Council in accordance with the provisions of Part 2 of the Town Planning Scheme. Under Sub-Clause 2.3.2 of the Scheme, Council shall have due regard to the provisions of this policy when determining an application for planning approval in addition to the relevant provisions of the Scheme.

*The purpose of the policy is to ensure that the standard of building to be built in the Rural Residential Zone is consistent with the existing amenity of the area and is to Council's satisfaction.*

##### **7.2.1 Relevant Scheme Provisions**

*All development in the rural residential zone including a single house requires an application for planning approval to be made to Council unless the building is within a defined building envelope.*

*Proposals for Rural Residential zones shall have regard to Council's Local Planning Policy – Rural Residential Development.*

*Outbuildings in the Rural Residential zone also need to have regard to Council's Local Planning Policy – Outbuildings.*

##### **7.2.2 Policy Provisions**

*Consistent with Council's Rural Residential policy all buildings to be constructed in the Rural Residential zone are to be of a material approved by Council and all roof and where approved, wall cladding will be finished in a non-reflective colour (Colourbond).*

*In addition, and in this regard the following standards will be applied by Council when determining the acceptability or otherwise of a proposed building in a rural residential zone;*

- no second hand dwelling will be permitted;*
- no outbuildings over 65m<sup>2</sup> in area will be permitted unless a residence is already existing on the block or if the outbuilding is part of a residential approval;*
- outbuildings will not be permitted in front of the residential setback for the lot;*
- no houses with a floor area of less than 150m<sup>2</sup> will be permitted;*
- building materials are to be primarily brick tile, timber or colourbond or other materials satisfactory to the Council;*
- housing style is to be consistent with the prevailing housing style of the area in order to maintain the existing amenity of the area.*

The used land required under the Adopted Development Plan will then be subdivided off and transferred to LandCorp and the balance of the title will be returned to the Council. Council will also need to provide a small cash contribution and some in-kind works such as clearing and levelling blocks and earthworks for roads etc. The cash contribution can come from the Land Development Reserve which currently has a balance of \$99,500.37.

**Statutory Environment:**

Financial Assistance Agreement Royalties for Regions project Department of Regional Development Country Local Government Fund 2012-13, individual allocation redevelopment Wickepin Cemetery Town Site Redevelopment Yealering Yarning Brook Estate Land Development

**Financial Implications:**

Council will need to utilise the Land Development Reserve of \$99,500.37 along with in-kind works for roads earthwork requirements.

**Policy Implications:**

<b><u>POLICY – TOWN PLANNING SCHEME NO.4</u></b>	
<i>Policy Number:</i>	7.2
<i>Policy Subject:</i>	<b>Local Planning Policy design Guidelines for Residences in Rural Residential Zone</b>

**Strategic Implications:**

Fits within theme 3 of Shire of Wickepin Strategic Plan:

<b>Theme 3 – To promote the development of a viable and diversified local economy</b>		
A strong, diversified economic and industrial base that provides new and varied employment opportunities for all age groups.		
<b>Goal</b>	<b>Action</b>	<b>Measure</b>
<b>3.4 Through planning and development ensure availability of land for residential and industrial purposes.</b>	<ul style="list-style-type: none"> <li>Investigate the availability of land presently available, for various uses, including industrial and plan to meet the expected future requirements.</li> </ul>	<ul style="list-style-type: none"> <li>The Council will develop a planning and development strategy which will ensure availability of land for the future.</li> </ul>
<b>3.5 Encourage the retention of existing and the introduction of new businesses.</b>	<ul style="list-style-type: none"> <li>Assist with the provision of resources for housing and other infrastructure for local businesses, in conjunction with other authorities.</li> <li>Investigate the initiatives adopted by other communities for the expansion of the local community.</li> <li>Investigate the establishment of a Business Enterprise Centre to serve the Shire of Wickepin in its own right or in conjunction with another local government/s.</li> </ul>	<ul style="list-style-type: none"> <li>We have a clear, documented community amenity and facilities plan that addresses for housing/infrastructure measured in accordance with other local communities.</li> </ul>

**Summary:**

Council is being requested to make application to the State Government's Regional Development Assistance Program (RDAP) through LandCorp for the Yarling Brook Estate Land Development, by utilising the monies held in the Land Development Reserve Account of \$99,500.37, as Council's contribution under the RDAP application along with minor in-kind works.

**Recommendation:**

1. That Council makes application to the State Government's Regional Development Assistance 2014 Program (RDAP) through LandCorp for the Yarling Brook Estate Land Development.
2. That Council utilises the monies held in the Land Development Reserve Account of \$99,500.37, as Council's contribution under the 2014 RDAP application along with minor in-kind works.

**Voting Requirements:** Absolute majority

**Resolution No 190314-15****Moved Cr Lansdell / Seconded Cr Lang**

That Council makes application to the State Government's Regional Development Assistance 2014 Program (RDAP) through LandCorp for the Yarling Brook Estate Land Development.

**Carried 6/0**

**Resolution No 190314-16****Moved Cr Martin / Seconded Cr Easton**

That Council utilises \$50,000 of the monies held in the Land Development Reserve Account, as Council's contribution under the 2014 RDAP application along with minor in-kind works.

**Carried 6/0**

*Resolution differs from the Officers Recommendation as Council felt that the items should be dealt with separately and that the amount in Resolution No. 190314-16 should be changed to \$50,000.00.*

4.30pm – Cr Russell returned to the Chambers.

Governance, Audit and Community Services

## 10.2.10 – Financial Hardship Policy

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	2702
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	13 March 2014

**Enclosure / Attachment:** Shire of Wickepin Financial Hardship Policy for Water Services

### Background:

Council has received the following email from Doctor David Leith A/Assistant Director Customer Protection Economic Regulation Authority:

*The Authority yesterday published the Financial Hardship Policy Guidelines for water licensees. The Guidelines are made under the Water Services Code of Conduct, which applies to persons who hold a licence for water supply services (drinking water only), sewerage services, irrigation services or drainage services. Licensees who supply these services solely to non-residential customers or solely to their members (irrigation licensees) are exempt from the requirement to have policies.*

*The Guidelines explain in detail which licensees must have financial hardship policies, how policies are to be developed and what policies should contain.*

*To assist Local Government Authorities to prepare their policies, the Authority has created a policy template and a covering letter template. These can be found at the above link. You are welcome to make use of these templates.*

*Please note that any LGA which is required to have a hardship policy must ensure its policy is approved by the Authority no later than 18 May 2014.*

### Comment:

The Shire of Wickepin has been advised by Sarah Lyons Senior Project Officer Economic Regulation Authority that the Shire is required to have an approved policy in place by the 18 May 2014 under the Water Services Code of Conduct (Customer Service Standards) 2013.

Attached to this agenda item is the proposed Shire of Wickepin Financial Hardship Policy for Water Services entirely based on the policy template provided by the Economic Regulation Authority.

Council needs to adopt this policy as its own under the current Policy Manual and then Staff will list it in the new Policy Manual being worked through by the Governance and Audit Committee.

**Statutory Environment:** Water Services Code of Conduct (Customer Service Standards) 2013

**Financial Implications:** Nil

**Policy Implications:** New Policy

**Strategic Implications:** Nil

**Summary:**

Council is being requested to adopt the new policy; Shire of Wickepin Financial Hardship Policy for Water Services, as attached to this agenda Item.

**Recommendation:**

That the Shire of Wickepin adopts the new policy; Shire of Wickepin Financial Hardship Policy for Water Services, as attached to this Agenda Item.

**Voting Requirements:** Simple majority

**Resolution No 190314-17****Moved Cr Hinkley / Seconded Cr Astbury**

That the Shire of Wickepin adopts the new policy; Shire of Wickepin Financial Hardship Policy for Water Services, as attached to this Agenda Item.

**Carried 7/0**

Governance, Audit and Community Services

## 10.2.11 – Wheatbelt Aged Support and Care Solution/s Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	2610
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	13 March 2014

### Enclosure / Attachment:

1. WIASCS Overview Page
2. Wheatbelt Integrated Aged Care Plan
3. Wheatbelt Aged Support and Care Solution/s Executive Summary
4. Dryandra Subregional Needs Study

### Background:

Council has received the final copy of the Wheatbelt Aged Support and Care Solution/s Report from the Wheatbelt Development Commission and is being requested to adopt the final plan.

### Comment:

Council has received the following email from Wendy Newman, Chief Executive Officer Wheatbelt Development Commission:

*This is just a friendly reminder as per Lauren's earlier email, that endorsement of the recommendations outlined in the Overview for LGA's document would be appreciated, if you have not already done so.*

*Specifically, the recommendations are:*

- 1. That the five steps for the adoption and implementation of the Wheatbelt Aged Support and Care Solution/s Report be endorsed; and*
- 2. That Council adopt the Wheatbelt Aged Support and Care Solution/s Report.*

*I understand from recent conversations that there may be some concern about adopting the report because of the perceived burden this place on local government.*

*Can I assure you that ALL partners to the report are committed to work with local governments and other key stakeholders to implement sections of the report relevant to their organisations, and that WDC is pursuing funds for its effecting implementation, especially around Well Aged Housing?*

*The genesis of this report came from Local Government regional priorities planning WDC undertook with you 2010, 2011 and 2012, and from a desire for local governments to be on the front foot, to ensure their role in any element of the aged care support and services was fair and reasonable.*

*Once we have all agreed on the implementation of the report, we will continue to work with you to ensure this is the case.*

*Endorsement of the report strengthens our ability to work together to advocate for enhanced aged care in the Wheatbelt, and seek funding to deliver these services through a range of mechanisms.*

Council should support the documents as this is being used by the Wheatbelt Development Commission for grants through the Creating Age-Friendly Communities in Small Towns Project.

The Creating Age-Friendly Communities in Small Towns Project is seeking funding of \$2,530,000 to invest in age friendly infrastructure and services across the Wheatbelt.

The Creating Age-Friendly Communities in Small Towns Project will assist local governments in the Wheatbelt to improve age friendly infrastructure by providing:

- An audit report of the individual communities which will identify specific age-friendly infrastructure and service gaps and priorities and allow Local Governments to monitor key deliverables of the project;
- A plan to assist local governments to achieve an age-friendly community;
- Funding in the form of a small grants scheme to act as a catalyst for the implementation of infrastructure projects identified in the age-friendly community planning and
- An integrated transport plan that will identify innovative ways to provide improved transport options for the community.

This Project also forms an integral part of the Wheatbelt Development Commission's support to assist local governments to implement recommendations from the Central East Aged Care Alliance (CEACA) and Draft Wheatbelt Aged Support and Care Solution/s Report.

The Wheatbelt Aged Support and Care Solution/s Report provides a clear direction to develop and implement infrastructure and service level solutions to address the urgent need for aged care accommodation, services and facilities in the Wheatbelt.

Community Aged Care including Respite and Palliative Care has been identified as the responsibility of health care funders and providers such as Department of Social Services, WA Country Health Service (WACHS), HACC and other Aged Care providers. Community Aged Care is a relatively new concept to communities in the Wheatbelt but is one that will become more prominent in the future with policy changes around the sector.

This element is seen as a longer term project and not something that will be addressed in the short term; however it will require a strong advocacy role from WDC and RDAW with support from LGA sub-regional groups and local service providers.

Residential Aged Care including Respite and Palliative Care has also been considered as a longer term strategy, with the main responsibility residing with the Department of Social Services, WACHS and other Aged Care providers. Again, this element will require a strong advocacy role from WDC and RDAW with support from LGA subregional groups and local service providers.

The Wheatbelt Aged Support and Care Solution/s (WASCS) Project Report summarises the outcomes of two major projects which aimed to develop and implement a holistic regional solution to allow ageing residents to remain in their communities for as long as possible.

### **Where to from here?**

**Step 1:** It has been recommended that LGA's continue to work in sub-regional groups to ensure the successful implementation of the Wheatbelt Aged Support and Care Solution/s Report.

**Step 2:** All Shire Councils formally adopt the Wheatbelt Aged Support and Care Solution/s Report and Needs Studies relating to the sub region and their individual Shires.

**Step 3:** The boards of WDC and RDAW formally accept the reports.

**Step 4:** WDC and RDAW coordinate responses from the below key stakeholders on behalf of LGAs;

- Department of Social Services
- WACHS
- HACC
- Department of Housing
- Department of Transport

**Step 5:** The Wheatbelt Aged Support and Care Solution/s Report is publicly released with a launch.

### **Recommendations for local governments**

1. That the five steps for adoption and implementation of the Wheatbelt Aged Support and Care Solution/s Report be endorsed;
2. That Council adopt the Wheatbelt Aged Support and Care Solution/s Report.

**Statutory Environment:** *Local Government Act 1995.*

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

### **Summary:**

Council is being requested to adopt the five steps for the adoption and implementation of the Wheatbelt Aged Support and Care Solution/s Report and also Council is being requested to adopt the Wheatbelt Aged Support and Care Solution/s Report in full.

### **Recommendation:**

1. That the five steps for the adoption and implementation of the Wheatbelt Aged Support and Care Solution/s Report be endorsed;
2. That Council adopt the Wheatbelt Aged Support and Care Solution/s Report.

**Voting Requirements:** Simple majority

**Resolution No 190314-18****Moved Cr Lansdell / Seconded Cr Russell**

1. That the five steps for the adoption and implementation of the Wheatbelt Aged Support and Care Solution/s Report be endorsed;
2. That Council adopt the Wheatbelt Aged Support and Care Solution/s Report.

**Carried 7/0**

Governance, Audit and Community Services

## 10.2.12 – 2012/2013 Royalties for Regions - Country Local Government Fund Individual - Financial Assistance Agreement

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	13 March 2014

### Enclosure / Attachment:

Attached is an amended 2012/2013 Royalties for Regions - Country Local Government Fund – Individual - Financial Assistance Agreement for signing by President and Chief Executive Officer.

### Background:

Council made application to the Department of Land and Regional Development for the reallocation of funds from the original Financial Assistance Agreement as per the following resolution passed at the 19<sup>th</sup> February 2014 Ordinary Meeting of Council:

### Resolution No 190214-21

#### Moved Cr Hinkley / Seconded Cr Allan

- That Council request the Department of Regional Development for a reallocation of the 2012/2013 CLGF Individual amount of \$218,858 for the provision of 44 lots on Lot 9001 commonly known as the English land or Yarling Brook Estate to the following projects.

139850	Community Agricultural Centre	Painting Inside	14,000
139850	Community Agricultural Centre	Paint Outside	16,000
139850	Community Agricultural Centre	Carpets	9,000
139850	Community Agricultural Centre	Replace front step	700
139850	Community Agricultural Centre	Upgrade outside toilets	1,500
139850	Community Agricultural Centre	Clean up	3,000
4933	Wickepin Community Centre	Reconstruct Community Centre environs	174,658

Carried 7/0

### Comment:

The new Financial Assistance Agreement which replaces the FAA dated the 9<sup>th</sup> October 2013, requires signing by the Shire President and the Chief Executive Officer Under the common Seal.

The New FAA covers the following projects:

### **1. Redevelopment Wickepin Cemetery**

Provision of a niche wall that complies with contemporary standards, providing adequate and well set out facilities for bereaved families and friends during a time of loss. To provide suitable seating and shade for family and visitors affected by the loss of a family member or friend. To develop and maintain quality services and infrastructure for family and visitors affected by the loss of a family member or friend. Council is seeking to insulate the community from losses of quality infrastructure and community amenities. All projects in this area will ensure the community has access to high standard community service type assets such as niche walls at cemeteries

### **2. Town Site Redevelopment Yealering**

#### **Golden Memorial Park Redevelopment Yealering**

Redevelopment of Golden Memorial Park, with high standard water wise community parks and gardens facilities, including seating, and pathways. Council is seeking to insulate the community from loss of quality infrastructure and community amenities. All projects in this area will ensure the community has access to high standard water wise community parks and gardens facilities including seating, and pathways.

#### **Yealering Bowling Club**

Replace Yealering Bowling Club ditch wall with new limestone ditch walls with plinths and install grass apron.

#### **Yealering Lake Swimming Hole**

Infill the Lake Yealering Swimming Hole and embankment to improve the environmental status of the Yealering Lake in line with the RDL Living Lakes Projects.

### **3. Community Agricultural Centre Renewal**

Paint the inside and outside of the Community Agricultural Centre, replace the carpets, repair the front steps of the Centre, upgrade of the outside toilets and a general clean up.

### **4. Wickepin Community Centre Reconstruct Environs**

Seal car park areas, upgrade car park lighting, and remove large trees from car park surrounds.

It is recommended by the author of this report that the President and Chief Executive officer sign the new 2012/2013 FAA for the following projects listed in the agreement and forward the signed 202/2013 FAA to the Department of Regional Development and Lands.

Project Items	CLGF Funds under this Agreement (\$)	Leveraged Funding (\$)	Name of Leveraged Sources	Total Funds (\$)
Redevelopment Wickepin Cemetery	60,000	0	Nil	60,000
Town Site Redevelopment Yealering	70,000	0	Nil	70,000
Renewal Community Agricultural Centre	44,210	0	Nil	44,210
Reconstruct Wickepin Community Centre Environs	174,658	0	Nil	174,658
<b>TOTALS</b>	<b>348,868</b>	<b>0</b>		<b>348,868</b>

#### Statutory Environment:

*Royalties for Regions - Country Local Government Fund – Individual- Financial Assistance Agreement*  
*Royalties for Regions Country Local Government Fund 2012-13 Guidelines.*  
*Local Government Act 1995*

**Policy Implications:** Nil

**Financial Implications:** All listed in the 2012/2013 Budget Estimates.

**Strategic Implications:** Nil

#### Summary:

Council is being requested to adopt and sign the 2012/2013 Financial Assistance Agreement for the following projects:

Project Items	CLGF Funds under this Agreement (\$)	Leveraged Funding (\$)	Name of Leveraged Sources	Total Funds (\$)
Redevelopment Wickepin Cemetery	60,000	0	Nil	60,000
Town Site Redevelopment Yealering	70,000	0	Nil	70,000
Renewal Community Agricultural Centre	44,210	0	Nil	44,210
Reconstruct Wickepin Community Centre Environs	174,658	0	Nil	174,658
<b>TOTALS</b>	<b>348,868</b>	<b>0</b>		<b>348,868</b>

**Recommendation:**

That the Shire President and Chief Executive Officer be authorised to sign the 2012/2013 Royalties For Regions - Country Local Government Fund – Individual- Financial Assistance Agreement for the following projects:

<b>Project Items</b>	<b>CLGF Funds under this Agreement (\$)</b>	<b>Leveraged Funding (\$)</b>	<b>Name of Leveraged Sources</b>	<b>Total Funds (\$)</b>
Redevelopment Wickepin Cemetery	60,000	0	Nil	60,000
Town Site Redevelopment Yealering	70,000	0	Nil	70,000
Renewal Community Agricultural Centre	44,210	0	Nil	44,210
Reconstruct Wickepin Community Centre Environs	174,658	0	Nil	174,658
<b>TOTALS</b>	<b>348,868</b>	<b>0</b>		<b>348,868</b>

**Voting Requirements:** Simple majority

### Resolution No 190314-19

#### Moved Cr Lansdell / Seconded Cr Astbury

That the Shire President and Chief Executive Officer be authorised to sign the 2012/2013 Royalties For Regions - Country Local Government Fund – Individual- Financial Assistance Agreement for the following projects:

<b>Project Items</b>	<b>CLGF Funds under this Agreement (\$)</b>	<b>Leveraged Funding (\$)</b>	<b>Name of Leveraged Sources</b>	<b>Total Funds (\$)</b>
Redevelopment Wickepin Cemetery	60,000	0	Nil	60,000
Town Site Redevelopment Yealering	70,000	0	Nil	70,000
Renewal Community Agricultural Centre	44,210	0	Nil	44,210
Reconstruct Wickepin Community Centre Environs	174,658	0	Nil	174,658
<b>TOTALS</b>	<b>348,868</b>	<b>0</b>		<b>348,868</b>

**Carried 7/0**

Governance, Audit and Community Service

## 10.2.11 – Governance, Audit and Community Services Committee Meeting

### Recommendations

<b>Submission To:</b>	Governance, Audit and Community Services Committee
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Governance, Audit and Community Services Committee
<b>File Reference:</b>	202
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	10 March 2014

**Enclosure / Attachment:** Nil.

#### Background:

Governance, Audit and Community Services Committee Meeting held 5 March 2014.

#### Comment:

The Governance, Audit and Community Services Committee Meeting was held on Wednesday 5 March 2014 and passed the following Recommendations:

#### **Moved Cr Martin / Seconded Cr Allan**

That the Policy Manual Review of Section 3, 4 and 5 lay on the table until Cr Hinkley returns to the next Governance, Audit and Community Services meeting held on 7 May 2014.

**Carried 4/0**

#### **Moved Cr Lansdell / Seconded Cr Martin**

That council adopts the Compliance Audit Return for the year 1 January 2013 to 31 December 2013 at its Ordinary Meeting of Council on 19 March 2014 and forwards the Compliance Audit Return to the Executive Director of the Department of Local Government by the due date 31 March 2014.

**Carried 4/0**

#### **Moved Cr Lansdell / Seconded Cr Martin**

That the item be taken to the April Ordinary Meeting of Council, allowing the CEO to provide further information on the matter after the meeting with Brookfield Rail being held on Tuesday 11 March 2014.

**Carried 4/0**

#### **Moved Cr Martin / Seconded Cr Allan**

That the attached contract be the basis for the contract negotiations with the Manager of Works Mr Peter Vlahov and the final negotiations be delegated to the Chief Executive Officer and the Shire President.

**Carried 4/0**

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

**Recommendation:**

That Council pass the following recommendations;

1. That the Policy Manual Review of Section 3, 4 and 5 lay on the table until Cr Hinkley returns to the next Governance, Audit and Community Services meeting held on 7 May 2014.
2. That council adopts the Compliance Audit Return for the year 1 January 2013 to 31 December 2013 at its Ordinary Meeting of Council on 19 March 2014 and forwards the Compliance Audit Return to the Executive Director of the Department of Local Government by the due date 31 March 2014.
3. That the item be taken to the April Ordinary Meeting of Council, allowing the CEO to provide further information on the matter after the meeting with Brookfield Rail being held on Tuesday 11 March 2014.
4. That the attached contract be the basis for the contract negotiations with the Manager of Works Mr Peter Vlahov and the final negotiations be delegated to the Chief Executive Officer and the Shire President.

**Voting Requirements:** Simple majority

**Resolution No 190314-20**

**Moved Cr Russell / Seconded Cr Lansdell**

That Council pass the following recommendations;

1. That the Policy Manual Review of Section 3, 4 and 5 lay on the table until Cr Hinkley returns to the next Governance, Audit and Community Services meeting held on 7 May 2014.
2. That council adopts the Compliance Audit Return for the year 1 January 2013 to 31 December 2013 at its Ordinary Meeting of Council on 19 March 2014 and forwards the Compliance Audit Return to the Executive Director of the Department of Local Government by the due date 31 March 2014.
3. That item 9.2 - Brookfield Rail Interface Agreement be taken to the April Ordinary Meeting of Council, allowing the CEO to provide further information on the matter after the meeting with Brookfield Rail being held on Tuesday 11 March 2014.
4. That the contract negotiations with the Manager of Works Mr Peter Vlahov and the final negotiations be delegated to the Chief Executive Officer and the Shire President.

**Carried 7/0**

*Resolution differs from the Officers Recommendation as Council felt that in dot point no. 3, Brookfield Rail Interface Agreement should be specified.*

## 10.3.01 – Townscape & Cultural Planning Committee Meeting

### Recommendations

<b>Submission To:</b>	Townscape and Cultural Planning Committee
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Townscape and Cultural Planning Committee
<b>File Reference:</b>	
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	12 March 2014

**Enclosure / Attachment:** Nil.

### Background:

Townscape and Cultural Planning Committee Meeting held Wednesday 12 March 2014.

### Comment:

The Townscape and Cultural Planning Committee Meeting was held on Wednesday 12 March 2014 and passed the following recommendation:

#### **Moved Helen Warrilow / Seconded Cr Ross Easton**

That it be recommended to Council that the old brick toilets at the Wickepin Community Centre and the trees along Campbell Street be removed.

**Carried 5/0**

**Statutory Environment:** Nil.

**Policy Implications:** Not applicable.

**Financial Implications:** Nil.

**Strategic Implications:** Not applicable.

### Recommendation:

That the old brick toilets at the Wickepin Community Centre and the trees along Campbell Street be removed.

**Voting Requirements:** Simple majority.

4.48pm – Cr Lansdell departed the Chambers.

4.49 pm – Cr Hinkley departed the Chambers.

4.50 pm – Cr Lansdell returned to the Chambers.

4.51 pm – Cr Hinkley returned to Chambers.

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Lifestyle Retirement

### **10.4.01 – Lifestyle Retirement Committee Meeting Recommendations**

**Submission To:** Lifestyle Retirement Committee

**Location / Address:** Whole Shire

**Name of Applicant:** Lifestyle Retirement Committee

**File Reference:**

**Author:** Mark J Hook, Chief Executive Officer

**Disclosure of any Interest:** Nil

**Date of Report:** 13 March 2014

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**Enclosure / Attachment:** Nil.

**Background:**

Lifestyle Retirement Committee Meeting held Wednesday 12 March 2014.

**Comment:**

The Lifestyle Retirement Committee Meeting was held on Wednesday 12 March 2014 and passed the following Recommendation:

**Moved Karen Williamson / Seconded Colin Hemley**

That it be recommended to Council that an invite be extended to Rick Wilson after the delivery of the Federal budget, to discuss Lifestyle Retirement accommodation funding.

**Carried 5/0**

**Statutory Environment:** Nil.

**Policy Implications:** Not applicable.

**Financial Implications:** Nil.

**Strategic Implications:** Not applicable.

**Recommendation:**

That an invite be extended to Rick Wilson after the delivery of the Federal budget, to discuss Lifestyle Retirement accommodation funding.

**Voting Requirements:** Simple majority

**Resolution No 190314-21****Moved Cr Lansdell / Seconded Cr Easton**

That an invite be extended to Rick Wilson Federal Member for O'Connor, after the delivery of the Federal budget, to discuss Lifestyle Retirement accommodation funding.

**Carried 7/0**

*Resolution differs from the Officers Recommendation as Council felt that official title for Rick Wilson Liberal Member for O'Connor be added into the resolution.*

## 11. President's Report

The President Steve Martin advised Council of the following meeting attended;

- Central Country Zone WALGA Meeting on 28 February 2014 held at Narrogin, Lesser Hall – attended with Cr Russell and CEO Mark Hook. The President and Cr Russell gave a brief outline of the meeting.

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Council

## 12. – Chief Executive Officer's Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of Any Interest:</b>	Nil
<b>Date of Report:</b>	13 March 2014

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### Living Lakes – Lake Yealering

Worley Parsons has been engaged by the Department of Regional Development to prepare engineering designs and concept plans for the enhancement of Lake Yealering. I look forward to working with them on the scope of work.

Given the large volume of work that has already been completed for Lake Yealering, Worley Parsons are currently reviewing the proposed development options and previous studies to inform the planning for the detailed engineering design process. Once Worley Parsons have completed this review they will like to brief Council on the scope of work, and discuss potential issues and opportunities and seek advice regarding engineering designs.

Worley Parsons expect the review to conclude in the next two weeks and propose that Worley Parsons will meet with the Chief Executive Officer in late February with a view to receiving Shire of Wickepin input to the project in the second half of March.

### Brookfield Rail Interface Agreement

The Chief Executive Officer attended a meeting with Brookfield Rail and representatives from Public Transport Authority regarding the current Interface Agreement Brookfield require to be signed by all Local Government Authorities.

According to Brookfield Rail all responsibilities for roads through rail reserves has always been the road managers responsibilities and the Interface Agreement does not change this.

The Chief Executive Officer is still wary on signing the current Interface Agreement and is working on amendments to the agreement with Brookfield Rail.

The Chief Executive Officer will place this matter for adoption at the April meeting of Council

Maybe Council could consider requesting a legal opinion from WALGA on the Interface Agreements?

### Insurance Renewals

The Chief executive Officer has met with Councils insurers and has undertaken the annual review of Councils insurance and everything is in order.

**Annual Leave**

I will be taking Annual leave from the 19<sup>th</sup> April to the 25<sup>th</sup> April which incorporates Easter Public Holidays and Anzac Day, and back at work on the 28<sup>th</sup> April 2014. I will be back for Anzac Day services.

As the period only included three working days that are not public holidays in this period I can see no reason to appoint an Acting Chief Executive Officer for the period I am away from the office on annual leave.

**Meetings Attended**

<b>February 2014</b>	<b>Issue/Subject</b>
11/02	Meeting with Kevin Coxon and Cr Fran Allan to discuss funding for the proposed new synthetic surface bowling green through the DYSR Grants.
12/02	Asset Management Training
13/02	School Council Meeting
17/02	Facey Homestead Group Meeting
18/02	Nick Wood & Dale Chapman from WALGA regarding WALGA procurement
28/02	CCZ WALGA Meeting Narrogin Lesser Hall
<b>March 2014</b>	<b>Issue/Subject</b>
4/03	Wagin Waste Group
4/03	FCO Meeting
5/03	Governance Meeting
5/03	Tech Services Meeting
11/03	Meeting with Brookfield Rail and PTA re Interface Agreement and related matters for the Shire of Wickepin
12/03	LGIS - Insurance Program Renewal Review for 2014-2015
12/03	Townscape and Cultural Planning Committee
12/03	LEMAC Meeting,
13/03	Redfish Technologies – CCTV Cameras

**Delegations**

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing Cheques	February 2014	Nil
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO	See Agenda Item 10.2.03		
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO			
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	Facey Group Trials Event Annual Electors Meeting	6 March 2013 19 March 2013	Sarah Hyde Attendees
A13	Hire of Community Halls / Community Centre	CEO			

**Recommendations:**

That Council endorses the Chief Executive Officers Report dated 13 March 2014.

**Voting Requirements:** Simple majority

**Resolution No 190314-22**

**Moved Cr Lansdell / Seconded Cr Lang**

That Council endorses the Chief Executive Officers Report dated 13 March 2014.

**Carried 7/0**

**13. Notice of Motions for the Following Meeting**

**14. Reports & Information**

**15. Urgent Business**

**16. Closure**

The President Steve Martin passed on Council's condolences over the passing of Cr Allan's sister.

There being no further business the Presiding Officer declared the meeting closed at 5.03pm.