

Minutes

ORDINARY MEETING OF COUNCIL
18 NOVEMBER 2015
COUNCIL CHAMBERS
WICKEPIN



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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 18 November 2015**

The President declared the meeting open at 3.39pm.

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

Councillors	Cr JA Russell Cr WA Astbury Cr SJ Martin Cr RE Easton Cr GCL Hinkley Cr AG Lansdell Cr MG Lang
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Chief Executive Officer Executive Support Officer	Mr MJ Hook Ms LG Pearson (Minute Taker)
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Leave of Absence (Previously Approved)

Cr Fran Allan

Apologies

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
10.1.03	Proposed closure Thompson Road	Cr Hinkley	Impartiality	Presides within the area. Received letter sent out for comment.
10.1.02	Replacement of POX 2014 Holden Statesman 0WK	CEO Mark Hook	Financial	Staff member receiving vehicle.
10.2.07	CEO Annual Leave	CEO Mark Hook	Financial	Staff member involved.

6. Confirmation of Minutes – Ordinary Meeting of Council – 21 October 2015

Resolution No 181115-01

Moved Cr Lansdell / Seconded Cr Astbury

That the minutes of the Ordinary Council meeting held on Wednesday 21 October 2015 be confirmed as a true and correct record.

Carried 7/0

7. Receival of Minutes

Receival of Minutes

7.1 Albert Facey Homestead Management Committee Meeting

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

Enclosure / Attachment:

Minutes of the Albert Facey Homestead Management Committee Meeting held on Tuesday 13 October 2015.

Background:

The Albert Facey Homestead Management Committee Meeting was held on Tuesday 13 October 2015.

Comment:

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

Statutory Environment:

Section 5.22 of the Local Government Act 1995

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the minutes of the Albert Facey Homestead Management Committee Meeting held on Tuesday 13 October 2015 be received.

Voting Requirements: Simple majority.

Resolution No 181115-02

Moved Cr Lansdell / Seconded Cr Easton

That the recommendations listed under agenda items 7.1 and 7.2 be adopted en-bloc.

Carried 7/0

Receival of Minutes

7.2 Albert Facey Homestead Management Committee Meeting

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Leah Pearson, Executive Support Officer
File Reference:	208
Author:	Leah Pearson, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	10 November 2015

Enclosure / Attachment:

Minutes of the Albert Facey Homestead Management Committee Meeting held on Tuesday 10 November 2015.

Background:

The Albert Facey Homestead Management Committee Meeting was held on Tuesday 10 November 2015.

Comment:

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

Statutory Environment:

Section 5.22 of the Local Government Act 1995

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the minutes of the Albert Facey Homestead Management Committee Meeting held on Tuesday 10 November 2015 be received.

Voting Requirements: Simple majority.

Resolution No 181115-02

Moved Cr Lansdell / Seconded Cr Easton

That the recommendations listed under agenda items 7.1 and 7.2 be adopted en-bloc.

Carried 7/0

8. Status Report

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

Item	Subject/Action	Officer/ File	Progress	Status	Comment
613-160915-05	Technical Services Committee Meeting Recommendations	CEO	That Council turn the Gillmanning school site into a parking bay and place parking bay signs on the Pingelly Wickepin Road.	○	Letter sent 17/09/2015. MWS to complete project.
621-211015-21	Equote's – Replacement P342 2011 Isuzu Giga 6 Wheel Truck WK342	CEO	That Council accept the EQuote from WA Hino for the Hino 700 series Fs2848 tipping truck with factory fitted tipping body and trading the Isuzu Giga 6 Wheel Truck WK342 at a changeover price of \$108,644 GST Exclusive.	✓	Ordered. Successful/un successful letters sent 26/10/2015.
622-211015-22	Replacement of P2MF – 2012 – Facey Group Nissan Navara Crew Cab Utility 4X4 WK701	CEO	That the quotation for a 2015 MY 16 Holden Colorado LTZ Auto Dual Cab 4X4 2.8 T/Diesel for a change over price of \$22,273 GST Exclusive (\$24,500 GST Inclusive) with the following accessories from Edwards Holden Narrogin be accepted by: 1. Prestige Paint (Grey) \$418 2. Towing Kit \$763 3. Nudge Bar \$589 4. Rubber Mats \$193 5. Tint \$400 6. ARB Deluxe Canopy \$3,381 7. Load Mat \$609 8. Spot Lights \$700	✓	Changeover complete. Successful/un successful letters sent 26/10/2015.
623-211015-23	Purchase 20Kva Generator	CEO	That the quotation from Ewen Rural Supplies for the provision of one Generator Diesel Silent Isuzu forward 25KVA 3 Phase Generator at a price of \$11,300 GST Inclusive (\$10,272 GST Exempt) be accepted.	✓	Purchased 23/10/2015. Successful/un successful letters sent 26/10/2015.
624-211015-24	Quote's – Replacement P1955A ISUZU CREW CAB WK1955	CEO	That Council accepts the Quote from WA Hino for the Hino 300 series 716 Long Auto Crew Cab and trading the Isuzu FRR Series Crew Cab Truck WK1955 at a changeover price of \$58,593 GST Exclusive as per the submitted Quote #: Q12931*2.	✓	Successful/un successful letters sent 26/10/2015.
625-211015-29	2015 Regional Christmas Trading Extensions	CEO	That Council advise the Department of Commerce that Council requests the extended Christmas trading hour's for general retail shops within the Shire of Wickepin to allow retail shops to be able to trade from 8.00am to 9.00pm Monday to Friday, from 8.00am to 5.00pm on Saturdays and from 11.00am to 5.00pm on Sundays and public holidays between the period Saturday 5 December 2015 and concluding on Friday 1 January 2016.	✓	Email sent by CEO.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
626- 211015-30	Wheatbelt South Aged Housing Alliance	CEO	That Council: 1. supports a regional approach to construct dedicated aged persons independent living units; 2. agrees to enter into a Memorandum of Understanding to establish the Wheatbelt South Aged Housing Alliance; and 3. agrees to contribute \$3,500 as seed funding to the Alliance for development of a Business Plan to attract State and/or Federal funding to construct aged persons independent living unit in the various communities.		Email sent to all member council CEO's.
627- 211015-31	Peel – Harvey Catchment Council	CEO	That Council nominate Cr Lansdell to the Peel-Harvey Catchment Council to represent the inland local governments within the Peel-Harvey catchment.	✓	Letter sent 23/10/2015.
628- 211015-32	Townscape & Cultural Planning Committee Meeting Recommendations	CEO	That Council resolve that the Townscape and Cultural Planning Committee be altered to quarterly as per the following schedule: <ul style="list-style-type: none"> • November 2015 • March 2016 • June 2016 • September 2016 	✓	Meeting dates have been changed.
629- 211015-33	Lifestyle Retirement Committee Meeting Recommendations	CEO	That Council resolve that the Lifestyle Retirement Committee be altered to quarterly as per the following schedule: <ul style="list-style-type: none"> • November 2015 • February 2016 • May 2016 • August 2016 	✓	Meeting dates have been changed.

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

3.43pm – MWS Peter Vlahov entered the Chambers.

Infrastructure and Engineering Services

10.1.01 – Manager Works and Services Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Peter Vlahov, Manager Works & Services
File Reference:	2610
Author:	Peter Vlahov, Manager Works & Services
Disclosure of any Interest:	Nil
Date of Report:	11 November 2015

Enclosure / Attachment: Traffic Counter Statistics

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

Comment:

Programmed Construction Works

- Weden South Road gravel sheeting project is progressing and is now complete.
- Angwin Road gravel sheeting project has also been completed.
- Bitumen seal and reseal projects have been programmed for completion during November. (Weather conditions apply). Surface correction and pot hole patching has been completed prior to resealing.
- Harrismith footpath construction has been completed.
- Traffic counters have been placed on various roads and statistics have been attached.
- Work has commenced on Eighty Six Gate Road. This is a Black Spot Program job.
- An old culvert located on Malyalling Road has been replaced with a new dual 600mm pipe system.
- Various road grading.

Plant Replacement

- Councils new Steel Drum Roller has been delivered. The new tip truck has been ordered and is currently having the tipper body fitted.

Maintenance Works

- Various building maintenance issues
- A 300meter section of Toolibin North Road has been gravel sheeted
- Install metal caps to pillars at the War Memorial.
- Assist with Railway station restoration.
- Assist with cemetery upgrade.
- Pot hole patching. A jet patcher was hired from the Shire of Narrogin.
- Various sign issues.
- Culvert repairs.
- Tree pruning.
- Refuse site maintenance.
- Office garden upgrade
- Calthrop spraying has been completed at the Wickepin sales yards and various areas around the town.

Please see ongoing list attached

Occupational Health and Safety

- Modify water tanks to allow for safer use.
- Fire fighting course has been completed by all outside staff.

Workshop

- General ongoing servicing and minor repairs.

Parks and Gardens

- Extend reticulation system at Wickepin oval.
- Wickepin oval mowing and maintenance
- Repairs to oval pump system
- Upgrade various gardens.
- Weed spraying various areas.
- General ongoing maintenance
- Tree planting.
- Commenced work on the new office garden revamp.

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 11 November 2015.

Voting Requirements: Simple majority

Resolution No 181115-03

Moved Cr Lang / Seconded Cr Astbury

That council notes the report from the Manager of Works and Services dated 11 November 2015.

Carried 7/0

4.03pm – MWS Peter Vlahov departed the Chambers.

MWS Action Request Register 2015

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

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

	21/08/2015	Wickepin	Unit 1 Cottage Homes – access to rainwater tank needed.	Barbara Lawler	✓		
	24/08/2015	Wickepin	Unit 2 Cottage Homes – Toilet not draining properly.	Doug Gardener	✓		
	28/08/2015	Wickepin	Unit 1 Cottage Homes – Shower head needs replacing and stove fan.	Barbara Lawler	✓		
	28/08/2015	Wickepin	Clean up plastic pipes next to path between pub and news agency.	Peter Bird	✓	03/09/2015	
	31/08/2015	Wickepin	Unit 1 Yarling Court – Washers need replacing.	Jody Dunn	✓		
September	01/09/2015	Wickepin	Unit 1 Yarling Court – Trees touch roof/gutter need trimming – ants.	Jims Pest	○		
	02/09/2015	Wickepin	13A Collins Street – tidy front and back gardens.	Leah	✓		
	02/09/2015	Wickepin	CRC – Replace fluoro globe in computer room.	Luci Sartori	✓		
	04/09/2015	Wickepin	Community Centre – Clean gutters between the two front entrances.	Hazel Green	✓		
	10/09/2015	Yealering	Faulty shower hose at Caravan Park in disabled shower.	Fran Allan	✓		
	10/09/2015	Harrismith	Clear cement away.	Sue Astbury	✓	09/09/2015	
	10/09/2015	Yealering	Change lock on back door at hall.	Lois Shipley	✓	17/09/2015	
	10/09/2015	Yealering	Bin is missing from pull in bay on Wickepin Corrigin Road.	Fran Allan	✓	17/09/2015	
	10/09/2015	Malyalling	No longer a bin in the parking bay – needs replacing.	Gerri Hinkley	✓	17/09/2015	
	16/09/2015	Yealering	2 pot holes near Colin Coxons shed.	John Sutton	✓		
	21/09/2015	Wickepin	Unit 2 Yarling Court – Gas fitting needs to be replaced.	Violet Holmes	✓		
21/09/2015	Wickepin	Turn Gillamining School site into a parking bay and place signs.	Council	○			
October	09/10/2015	Wickepin	Remove fridge for HACC.	Wendy Butler	✓		
	26/10/2015	Yealering	Light in ladies toilet not working.	M. Preedy	✓		
	27/10/2015	Yealering	Ants nest at Golf Course needs removing.	Wayne Rushton	○		
	28/10/2015	Wickepin	Water tank tap not working properly.	B. Lawler	✓		
	30/10/2015	Wickepin	Facey Group – Change battery in smoke alarm.	Bron Dew	✓		
	30/10/2015	Wickepin	Water tank at the Community Centre has some washout underneath.	Rate payer	✓		
November	03/11/2015	Wickepin	Tarps at Pavillion need removing for funeral.	Tina Simpson	✓		
	04/11/2015	Wickepin	Light globe blown in Community Centre old crèche toilet.	Janet Thorley	✓		
	09/11/2015	Wickepin	Water leak – copper pipe near water pipe.	B. Halstead	○		
	09/11/2015	Wickepin	Unit 2 Yarling court – Flywire bedroom windows need fixing.	Violet Holmes	○		

4.07pm – CEO Mark Hook departed the Chambers due to declaring a financial interest; Staff member receiving vehicle.

Infrastructure and Engineering Services

10.1.02 – Replacement of POX 2014 Holden Statesman 0 WK

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	2110
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	7 November 2015

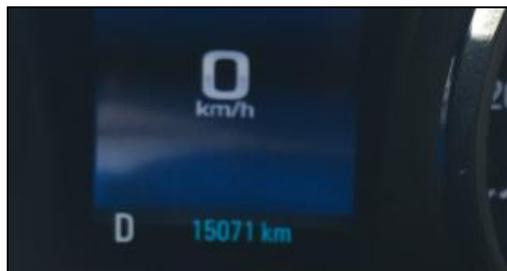
Enclosure / Attachment: Nil

Background:

In the 2015/2016 Budget Estimates, Council included within the ten year plant replacement program the replacement of the Chief Executive Officers Vehicle being a 2014 Holden Statesman 0 WK:



0 WK as of the 7th October 2015 had done 15,071 kilometres:



Comment:

As per Councils purchasing policy 2.1.17 TENDERS OF BUDGETED ITEMS, the Chief Executive Officer requested quotes for the following vehicles:

1. 2016 Holden Colorado 7 LTZ Auto 2.8 Turbo Diesel 4X4



2. 2015 Holden Caprice V V8 Auto



3. Ford Falcon G6E 4.0L petrol 6 speed auto
4. Ford Falcon G6E 4.0L petrol Turbo 6 speed



5. Mitsubishi Pajero Exceed 3.2L CRTD Engine 5 Speed floor Auto
6. Mitsubishi NX Pajero GLS Wagon 3.2L CRTD 1417KW 5 Speed Floor Auto



7. Nissan R52 Pathfinder TI 4wd W 3.5L V6 CVT Auto
8. Nissan R52 Pathfinder 4WD STL 3.5L V6 CVT Transmission



- 9. Ford U375 2015.75 SUV TITA 3.2L Diesel 6SP Auto 4WD
- 10. Ford U375 2015.75 SUV TREN 3.2 Diesel 6Speed Auto



Councils purchasing policy 2.1.17 TENDERS OF BUDGETED ITEMS states the following:

Purchasing Thresholds (ex GST)	Purchasing Requirements
\$40,000 - \$99,999	<p>Obtain at least 3 written quotations (e.g. email, fax or original copy) from suppliers containing price and specification of goods and services. The procurement decision is to be based on all value for money considerations in accordance with the definition stated within this Policy.</p> <p>OR</p> <p>Obtain quotations directly from a pre-qualified panel of suppliers which include WALGA Preferred Supply Contracts. It is recommended that wherever possible, the Shire of Wickepin source multiple competitive quotations (at least three Preferred Suppliers) using a formal Request for Quotation process either through Equote's or directly in writing.</p>

Council has received the following quotes as of the 5th November 2015:

EDWARDS HOLDEN		
	2016 Holden Colorado 7 Auto 2.8 Diesel LTZ	2016 Holden Caprice V V8 Auto
Price	37812.40	46136.71
Prestige Paint	418	473
Towing Package	900	
Mud Flaps		190
Tint	400	400
Redarc Brake Kit	530	
Dealer Delivery		
License	Shire Cost	Shire Cost
Less Trade 2015 Statesman Caprice	43,000	43,000
Change Over GST Inclusive	\$2,940 Cash Back	\$4,199.71
Change Over GST Exclusive	\$2,672.73 Cash Back	\$3,817.91
Future anticipated change over pricing	\$2,000 – \$2,500	\$3,000 - \$4,000

INGREY FORD				
	Ford Falcon G6E 4.0L petrol 6 speed auto	Ford Falcon G6E 4.0L petrol Turbo 6 speed auto	Mitsubishi Pajero Exceed 3.2L CRTD Engine 5 Speed Auto	Mitsubishi NX Pajero GLS Wagon 3.2L CRTD 1417KW 5 Speed Auto
Price	32618.18	37,272.73	51,163.64	46,363.64
Prestige Paint	454.55	454.55	500	500
Towing Package	1,000	1000	772.73	772.72
Brake Kit	600	599.99	599.99	600
Dealer Delivery	600	600	600	600
License	Shire Cost	Shire Cost	Shire Cost	Shire Cost
Less Trade 2015 Statesman Caprice	41,500	41,500	41,500	41,500
Change Over GST Inclusive	\$2,700 Cash Back	\$2,420	\$17,500	\$12,220
Change Over GST Exclusive	\$2,454.45 Cash Back	\$2,200	\$15,909.09	\$11,109.09
Future anticipated change over pricing	Not Supplied	Not Supplied	Not Supplied	Not Supplied

INGREY FORD				
	Nissan R52 Pathfinder TI 4wd W 3.5L V6 CVT Auto	Nissan R52 Pathfinder 4WD STL 3.5L V6 CVT Transmission	Ford U375 2015.75 SUV TITA 3.2L Diesel 6SP Auto 4WD	Ford U375 2015.75 SUV TREN 3.2 Diesel 6Speed Auto
Price	50,481.82	50,500	59,363.64	49,090.91
Prestige Paint			522.73	400
Towing Package	818.18	818.18	1,040.90	800
Sat Nav				481.82
Brake Kit	600	600	600	600
Luxury Car Tax			1,645.80	
Dealer Delivery	600	600	900	900
License	Shire Cost	Shire Cost	Shire Cost	Shire Cost
Less Trade 2015 Statesman Caprice	41,500	41,500	41,500	41,500
Change Over GST Inclusive	\$16,250	\$9,000	\$28,815.80	\$16,000
Change Over GST Exclusive	\$14,772.72	\$8,181.81	\$26,196.18	\$14,545.45
Future anticipated change over pricing	Not Supplied	Not Supplied	Not Supplied	Not Supplied

The Chief Executive Officer's preference is for the Holden Colorado 7 Auto 2.8 Diesel LTZ Model.

The Colorado 7 LTZ model comes with two tone leather appointed seats (front heated), 5-star ANCAP safety rating, Electronic Stability Control (ESC) and Rear View Camera. The Holden Colorado 7 has 3 tons towing capacity and it is a 4x4. The reason given by the Chief Executive Officer in changing from the Statesman Caprice to the Colorado 7 is that the Colorado 7 fits the needs of the Chief Executive better than the Statesman Caprice as the Colorado 7 can tow the CEO's caravan while on annual leave as allowed under the Chief Executive Officers contract.

6.3 *Motor Vehicle*

- 6.3.1 *The Local Government must provide and maintain for the unrestricted private use of the Chief Executive Officer a motor vehicle in accordance with Council's motor vehicle policy or other arrangements (including a novated lease) as agreed by Council and the Chief Executive Officer provided there is no additional cost to the Local Government. In terms of a Local Government motor vehicle the Local Government is to pay all operating expenses (including the cost of petrol, oil, comprehensive insurance, registration, repairs, servicing and any Fringe Benefits Tax) in connection therewith. "Unrestricted Private Use" is defined as access to the vehicle for periods including annual leave, long service leave and other paid leave but will exclude periods of unpaid leave.*
- 6.3.2 *The Chief Executive Officer will be personally responsible for the payment of traffic infringement fines incurred by him including parking fines and speeding fines.*
- 6.3.3 *The Chief Executive Officer must be the holder of a current 'C' class driver's license at all times when driving a Local Government vehicle.*
- 6.3.4 *The fuel and servicing costs incurred whilst on annual or long service leave outside the State will not be reimbursed by the Local Government.*
- 6.3.5 *Unlimited Private use entitles the Chief Executive Officer to use the motor vehicle for both business and private purposes in Western Australia. The Chief Executive Officer's partner may also drive the vehicle.*
- 6.3.6 *The Chief Executive Officer is responsible for the motor vehicle being maintained, serviced and cleaned in an appropriate manner.*
- 6.3.7 *The benefit value of the provision of a motor vehicle for private use is \$17,000.*

Following is the Extract from the Shire of Wickepin Policy Manual:

11.8.2 COUNCIL FLEET VEHICLE MANAGEMENT

11.8.2.1 CHIEF EXECUTIVE OFFICER'S VEHICLE

Vehicle shall be of a standard in accordance with the Officer's employment contract with council. The changeover of the vehicle shall be managed by the CEO in accordance with the budget parameters set by council, providing autonomy to change the vehicle over at what is deemed to be the most cost effective manner in terms of the current vehicle market.

Council's budget figures for the changeover of the 2014 Holden Statesman 0 WK is \$4,000 GST Exempt which was based on Statesman Caprice to Statesman Caprice.

Council currently runs a number of Holden Colorado's in its existing fleet and keeping with the same type of vehicles helps with parts for servicing and minor repairs.

Statutory Environment:

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

Policy Implications:

3.1.7 PURCHASING

OBJECTIVE: Provide compliance with the *Local Government Act 1995 (WA)* and the *Local Government (Functions and General) Regulations 1996 (WA)*, deliver a best practice approach and procedures to internal purchasing for the Shire of Wickepin and ensure consistency for all purchasing activities within all Shire of Wickepin operational areas.

11.8.2.COUNCIL FLEET VEHICLE MANAGEMENT

11.8.2.1 CHIEF EXECUTIVE OFFICER'S VEHICLE

Vehicle shall be of a standard in accordance with the Officer's employment contract with council. The changeover of the vehicle shall be managed by the CEO in accordance with the budget parameters set by council, providing autonomy to change the vehicle over at what is deemed to be the most cost effective manner in terms of the current vehicle market.

Financial Implications: \$2,672.73 Cash Back GST Exclusive

Strategic Implications: Fits with in theme one of Councils strategic Community Plan:

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

Summary:

Council is being requested to accept the quote from Edwards Holden for a 2016 Holden Colorado 7 Auto 2.8 Diesel LTZ with all accessories provided in the quotation.

Recommendation:

- That the quotation for a 2016 Holden Colorado 7 Auto 2.8 Diesel LTZ for a change over price of \$2,672.73 Cash Back GST Exclusive (\$2,940 GST Inclusive) with the following accessories from Edwards Holden Narrogin be accepted by Council:
 - Tow Package \$900
 - Prestige Paint \$418
 - Tint \$400
 - Redarc brakes \$530
- That the cash back funds of \$2672.73 be deposited into the Plant Replacement Reserve.

Voting Requirements: Simple majority

Resolution No 181115-04**Moved Cr Hinkley / Seconded Cr Lansdell**

1. That the quotation for a 2016 Holden Colorado 7 Auto 2.8 Diesel LTZ for a change over price of \$2,672.73 Cash Back GST Exclusive (\$2,940 GST Inclusive) with the following accessories from Edwards Holden Narrogin be accepted by Council:

- Tow Package \$900
- Prestige Paint \$418
- Tint \$400
- Redarc brakes \$530

2. That the cash back funds of \$2672.73 be deposited into the Plant Replacement Reserve.

Carried 7/0

4.12pm – CEO Mark Hook re-entered the Chambers.

4.14pm – Cr Hinkley departed the Chambers due to declaring a impartiality interest; presides within the area and received letter sent out for comment.

Infrastructure and Engineering Services

10.1.03 – Proposed Closure Thomson Road

Submission To:	Ordinary Council
Location / Address:	Thomson Road
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	2619
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	9 November 2015

Enclosure / Attachment: Nil

Background:

Council received the following letter from Mr Daniel Bird:

Dear Mr Hook and Wickepin Shire Councillors

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

This item was brought to the 22nd July 2015 Ordinary Meeting of Council and the following resolution was passed by Council:

Resolution No 220715-06

Moved Cr Russell / Seconded Cr Lansdell

That this matter lay on the table

Carried 8/0

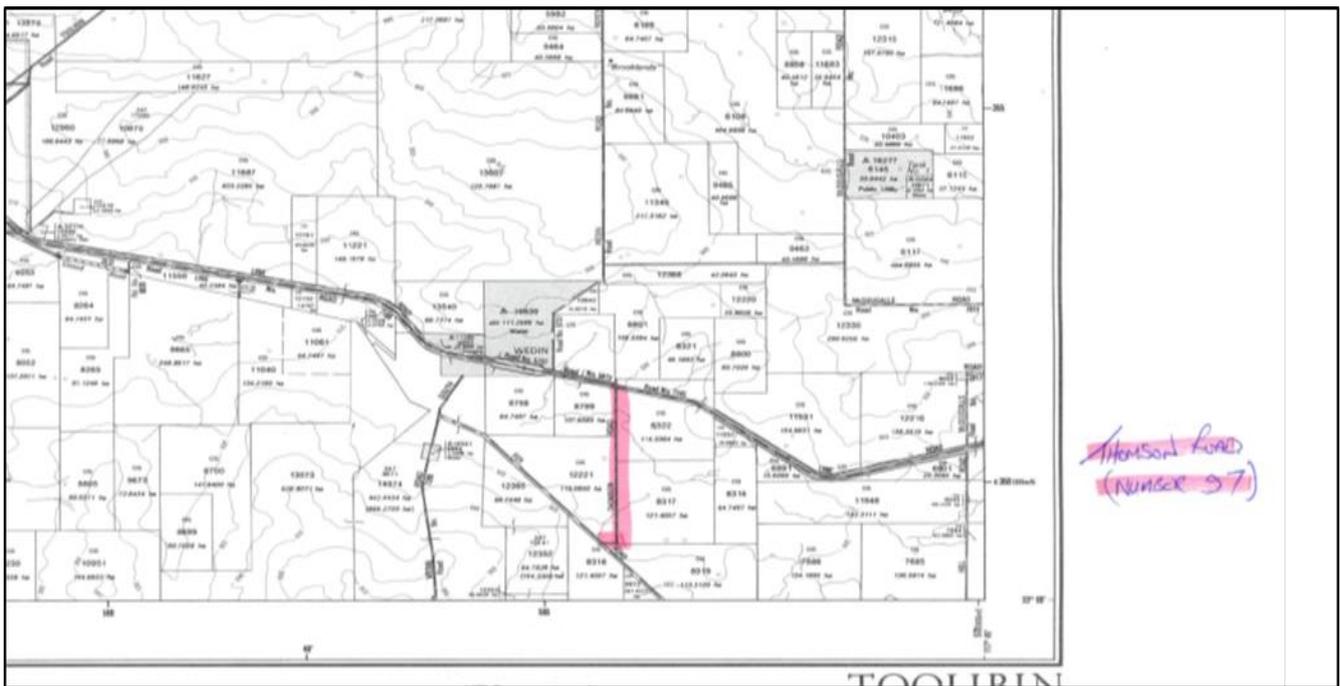
The matter was relisted on the 16th September 2015 Ordinary Meeting of Council Agenda and the following resolution was passed by Council.

Resolution No 160915-06

Moved Cr Lang / Seconded Cr Allan

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

Carried 7/0

Comment:**Map Showing Location of Thomson Road**

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

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

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

Who owns the land in a public road

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

Closure of a public road

The five steps for public road closure and disposal are:

1. Approach the local government to ascertain if it is willing to consider a road closure request.
2. The local government must then comply with section 58 of the LAA and regulation 9 of the Land Administration Regulations 1998, dealing with public advertising, objections and service agency responses, formally resolving to close the road and advising the department in writing.
3. Consideration by the department and determination of a purchase price.

4. Acceptance by the proponent and payment of purchase price and other costs associated with the proposal.
5. Completion of road closure and disposal actions, including the lodging of a Road Closure Order and Amalgamation Order for registration in Landgate.

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

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

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

How long will the process take

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

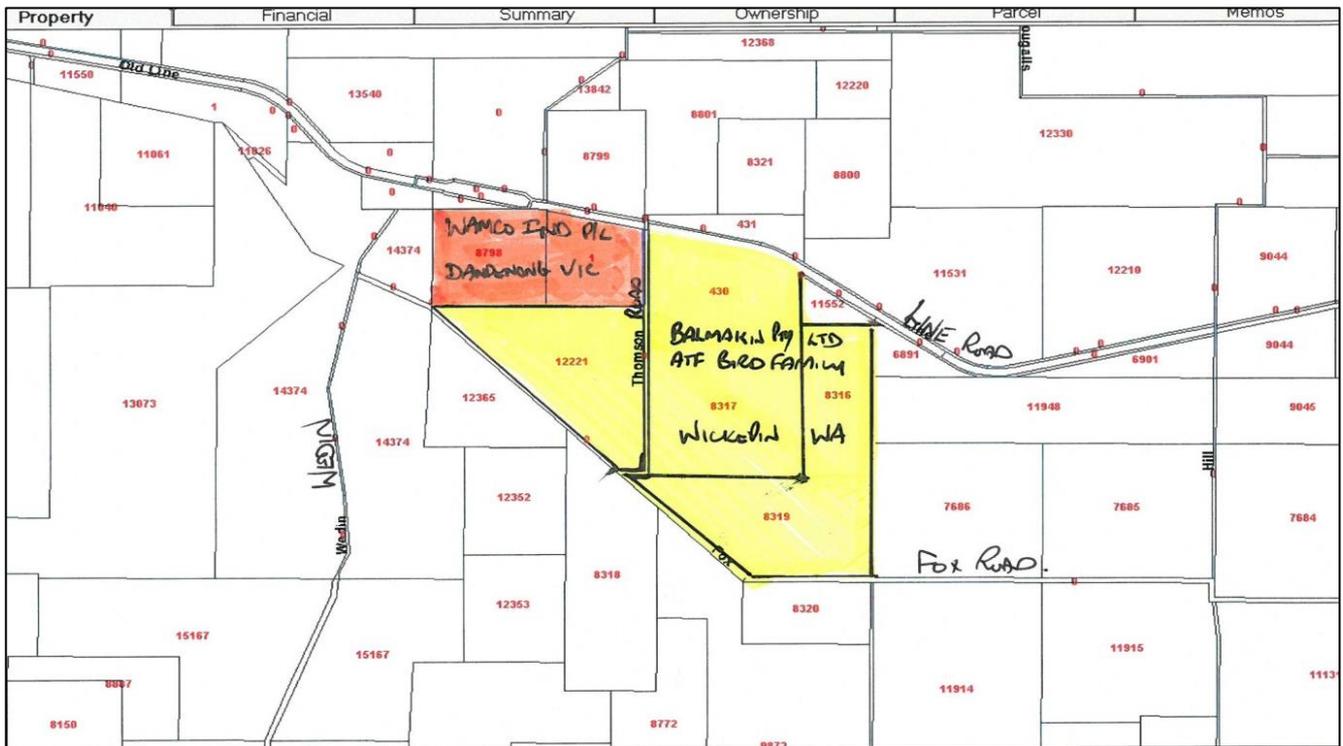
- objections to closure
- disputes between abutting land-holders
- disputes over pricing
- resolution of relocation or protection of services to remain in road
- problems in survey
- Legal complexities, such as strata titling affecting the land with which the closed road is to be amalgamated.

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

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

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

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



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

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

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

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

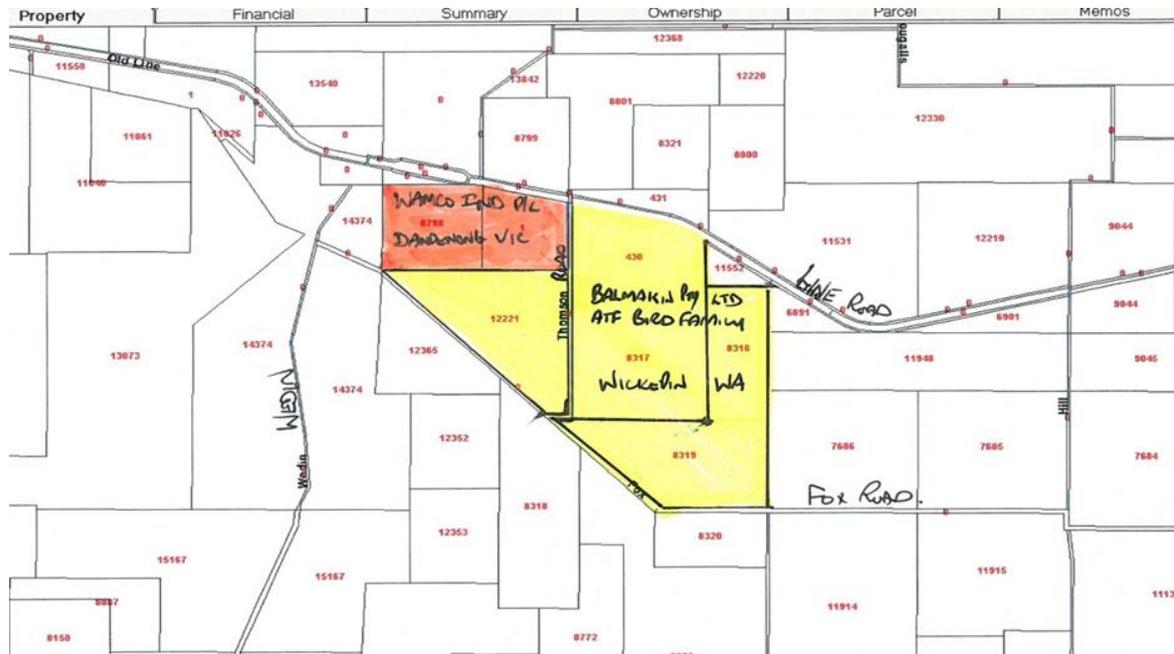
Council forwarded the following letter to the following persons requesting a written submission on the closure of Thomson Road on the 22nd September 2015:

Water Corporation PO Box 100 Leederville WA 6902	Telstra Level 4, 80 Stirling Street Perth WA 6000	Western Power GPO Box L921, Perth, WA 6842	Department of Education Wheatbelt Education Regional Office PO Box 394 Northam WA 6401
Tincurrin Primary School Care of Post Office Tincurrin WA 6361	Gerri Hinkley Care of Post Office Tincurrin WA 6361	Risewell Pty Ltd PO Box 322 Narrogin WA 6312	MA Parnell Care of Post Office Tincurrin WA 6361
Sunshine Nominees Pty Ltd PO Box 317 Narrogin WA 6312	McDougall Brothers Invergorden Pty Ltd Care of Post Office Tincurrin WA 6361	Toolibin Sands Pty Ltd RMB 813 Narrogin WA 6312	GB and CL Bayley Superannuation Fund Pty Ltd PO Box 15 Tincurrin WA 6361
JM Thompson Po Box 14 Tincurrin WA 6361	Wamco Industries Pty Ltd 2 Abbots Road Dandenong VIC 3175	Balmakin Pty Ltd ATF the Bird Family PO Box 36 Wickepin WA 6370	Henlee Park Pty Ltd 189 George Road Geraldton WA 6530
MD & L Fowler RMB 858 Williams WA 6391			

Dear Sir / Madam

PROPOSED CLOSURE THOMSON ROAD

The Shire of Wickepin is in receipt of a request to close Thomson road as shown on the following map.



The Shire of Wickepin is writing directly to you seeking any comment upon the closure.

A submission form has been enclosed that you can use to provide your views (support/objection) regarding this matter. Please provide your comments in writing **prior to 5:00pm 6th November 2015**.

Please address your submission to:

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

Alternatively you can email comments to eso@wickepin.wa.gov.au.

Should you have any queries in relation to the application please do not hesitate to contact Mr Mark Hook CEO at the Shire of Wickepin on 08 9888 1005.

SUBMISSION FORM

Attention: Mark J Hook

PROPOSED CLOSURE THOMSON ROAD

Name: _____

Postal Address: _____

Phone Number: _____

SUBMISSION: Support Object

Give in full your comments and any arguments supporting your comments (if insufficient space, please attach additional sheets) -

Signature: _____ Date: _____

Please return to: Chief Executive Officer
Shire of Wickepin
 PO Box 19
 WICKEPIN WA 6370

NOTE: *The local government will take into account the submissions received but are not obliged to support those views.*

Submissions Close: 5:00pm 6th November 2015

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

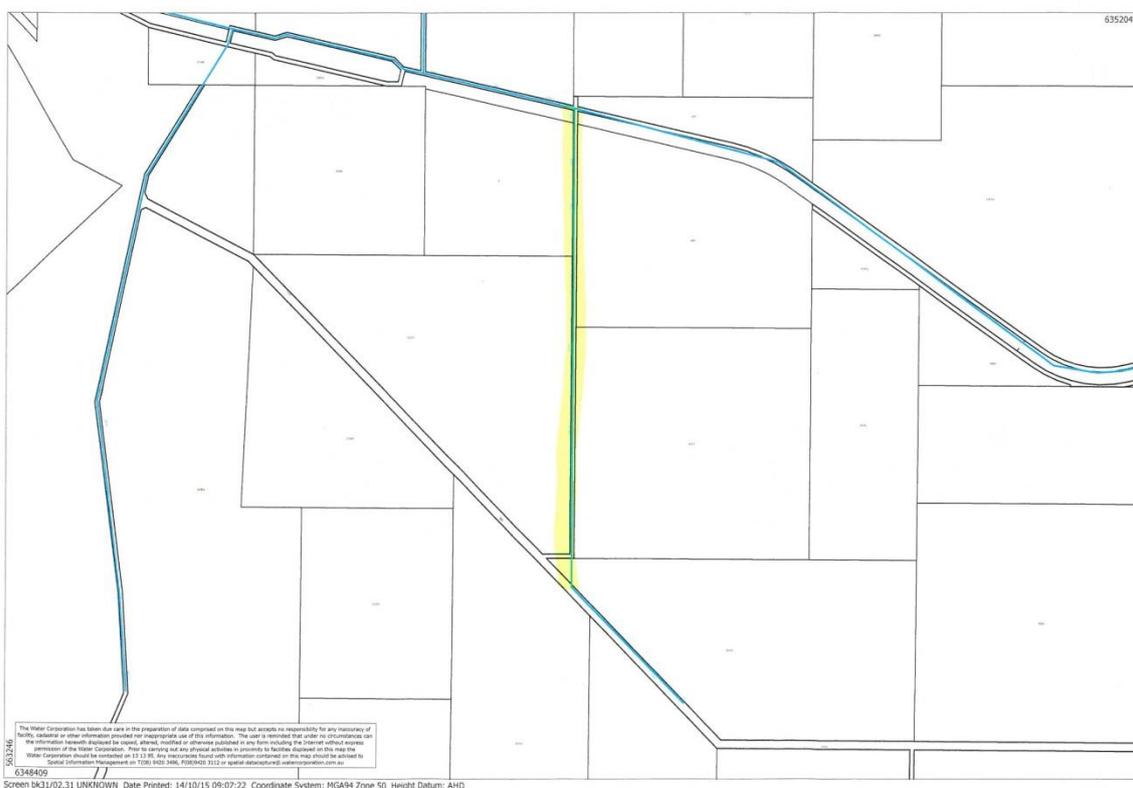


At the closure of the submissions, at 5:00pm on the 6th November 2015, Council had received two Submissions:

1. Water Corporation Objects to road closure
2. Western Power No Objection to road closure

Water Corporation response is as follows:

Thank you for your letter dated September 22, 2015 the Water Corporation would object to the proposed closure on the following basis. The area in question is traversed by Water Corporation assets (plan attached). This is regarded as essential infrastructure and although on some occasions there may be an opportunity to relocate these services easily, this option would appear to be cost prohibitive on this occasion. If the road were to be closed the portion containing Water Corporation Infrastructure needs to be rezoned to Public Purposes Reserve vested with the Local Authority. Should you have any queries or require further clarification on any of the above issues.



Western Power response is as follows:

Western Power does not have any objections at this time to the above proposal, however we would appreciate being kept informed of developments.

As the Water Corporation has an asset within the road reserve it is the belief of the Chief Executive Officer that the State Land Services Division would advise the Minister not to agree to the road closure due to there being a water main, that would require either an easement or a change to the road reserve to a vesting order with the Local Government as a Public Purpose Reserve.

Therefore it is the view of the Chief Executive Officer that it would be best to keep Thomson road as an unmade but gazetted road reserve.

If Thomson road is kept as an unmade road reserve council will need to make a decision in relation to the current access to the road reserve. Currently the owners of the adjoining land have gates across the Thomson road reserve that was in place when the property was purchased.

Council currently has no gates permits registered in a register so it is assumed that the current gates across Thomson Road have not been given Council approval.

Council currently has no Policy in relation to Gate Permits across a road.

The Local Government (Uniform Local Provisions) Regulations 1996 stipulates what is required for the gating of a road reserve. (Please refer to Statuary Environment for the full section of the Act).

If Council wishes to allow the gating of Thomson Road in its current format Council may wish to request the gate permit to be advertised by the applicant as outlined under *Section 9 (3) of the Local Government (Uniform Local Provisions) Regulations 1996*.

Statutory Environment:

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

Section 58. Closing roads

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

- (b) any rights suspended under section 55(3)(a) cease to be so suspended.
- (6) When a road is closed under this section, the land comprising the former road —
- (a) becomes unallocated Crown land; or
- (b) if a lease continues to subsist in that land by virtue of section 57(2), remains Crown land.

Local Government (Uniform Local Provisions) Regulations 1996 Section 9 Permission to have gate across public thoroughfare — Sch. 9.1 cl. 5(1)

9 Permission to have gate across public thoroughfare — Sch. 9.1 cl. 5(1)

- (1) A person may apply to the local government for permission to have across a public thoroughfare under the control or management of the local government a gate or other device that enables motor traffic to pass across the public thoroughfare and prevents livestock from straying.
- (2) The local government may, before dealing with the application, require the applicant to publish notice of the application in such manner as the local government thinks fit.
- (3) Permission granted by the local government under this regulation is required to specify the period for which it is granted and may be renewed from time to time.
- (4) The local government may impose such conditions as it thinks fit on the construction, placement and maintenance of the gate or other device across the public thoroughfare and may, when renewing the permission or at any other time, vary any condition.
- (5) The local government may at any time withdraw permission granted under this regulation and request the person responsible for the gate or other device to remove it within a time specified in the request.
- (6) A person to whom a request is made under sub regulation (5) commits an offence if the person fails to comply with the request.
- (7) The penalty for an offence under sub regulation (6) is \$1 000.
- (8) A local government is required to keep a register of gates and other devices constructed under this regulation.

Policy Implications:

Council has no policy on total road closures, Policy - **8.1.4 ROAD CLOSURES** only covers temporary road closures due to bad weather or damage to the existing road.

Council has no policy in relation to gate permits.

Financial Implications: All costs are borne by person requesting road closure or gate permits.

Strategic Implications: Nil

Summary:

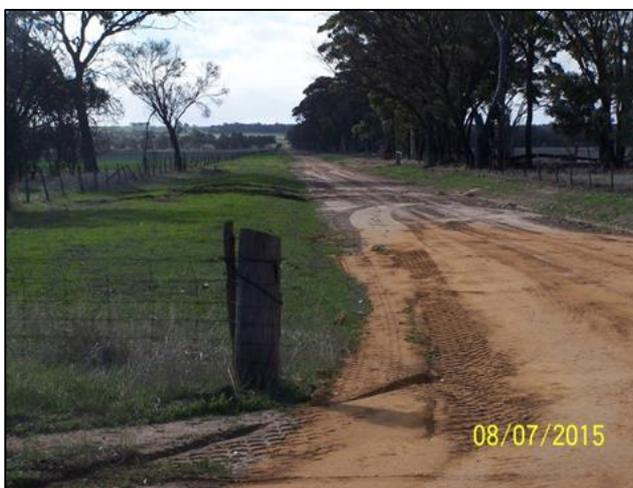
Council is being requested, as per Section 58 of the Land Administration Act 1997, to the closure of Thomson Road, and allowing gate permits on Thomson Road.

Recommendation:

That Council advise Mr Daniel Bird that as there is a water service running inside the Thomson Road reserve Council is unwilling to recommend the closure of Thomson Road to the minister for Lands.

That Council issue a gate permit to Balmakin Pty Ltd ATF the Bird Family for Thomson Road as shown in the following Photos, with the following conditions attached to the gate permit:

- Gates shall not be locked at any time.
- All maintenance and associated expenses relating to a gate shall be the responsibility of the applicant.
- Any clearing of the road reserve beyond the gate by any party other than the Council or Government Agencies is prohibited.
- In accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004, clearing of no more than 1.5m outside of boundary fences is permitted.
- The Shire of Wickepin reserves the right to carry out random inspections of gates and to revoke permits if conditions are not met.
- Gate permits may be revoked by the Council at any time.



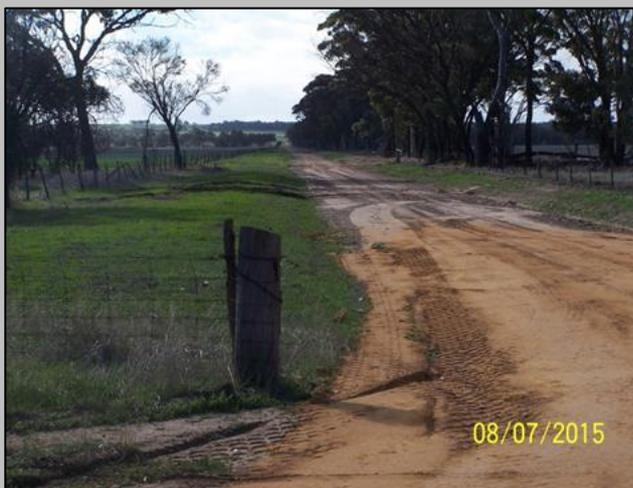
Resolution No 181115-05

Moved Cr Lang / Seconded Cr Astbury

That Council advise Mr Daniel Bird that as there is a water service running inside the Thomson Road reserve Council is unwilling to recommend the closure of Thomson Road to the minister for Lands.

That Council issue a gate permit to Balmakin Pty Ltd ATF the Bird Family for Thomson Road as shown in the following Photos, with the following conditions attached to the gate permit:

- Gates shall not be locked at any time.
- All maintenance and associated expenses relating to a gate shall be the responsibility of the applicant.
- Any clearing of the road reserve beyond the gate by any party other than the Council or Government Agencies is prohibited.
- In accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004, clearing of no more than 1.5m outside of boundary fences is permitted.
- The Shire of Wickepin reserves the right to carry out random inspections of gates and to revoke permits if conditions are not met.
- Gate permits may be revoked by the Council at any time.



Carried 6/0

4.24pm – Cr Hinkley re-entered the Chambers.

Infrastructure and Engineering Services

10.1.04 – WAERN Radios

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	2100
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 November 2015

Enclosure / Attachment: Nil

Background:

The Chief Executive Officer has concerns that there is no more current funding available through the Department of Fire and Emergency Services (DFES) for additional WAERN radios, and Councils are unable to fund any additional WAERN radios through the Emergency Services Levy (ESL) funding grants.

This matter has been raised through the Local Department of Fire and Emergency Services Upper Great Southern Districts Operation Advisory Committee (UPGSDOAC).

Following is an extract from the UPGSDOAC meeting where this matter was discussed:

6.2 LGGS Funding – H/H Radios and Eligible Items List – Shires Katanning/Wickepin.

Ian Knapp raised the issue of there being no funding for hand held radios, which are considered an essential equipment item. Daniel advised that a review of the LGGS funding is to be put forward for the 2016/17 Grants Manual and a review of the 'Basis of Allocation' of radios review was signed off on Monday. Kestral weather meters are allocated at 2 per Local Government on a fair wear and tear replacement basis but questioned if this amount was practical. Some Local Governments are self-funding for their FCOs.

Discussions were held relating to the inability to contact UHF radios if out of zone (farmer trucks) and council employees not being familiar with the more complex radios. Can they be swapped? Do they have to be WAERNs? Daniel thought this would be ok as long as DPaW and DFES authorised the changes. He also stressed that these types of requests should be made via the LGGS funding requests and Chiefs should ensure they are consulted by their Local Governments before the submissions are made. Also pointed out that of the 7 submissions received, 5 had not requested any additional funding. Murray pointed out that the submission forms are difficult to interpret.

General opinion: given the commitment of our volunteers, radios, being almost if not more important than trucks, should be funded.

Action:

- a. Write to Anthony Benbow in relation to the hand held radio allocations and review the allocation to operational FCOs. *(Attachment 6.2a)*
- b. Write to Steve Fewster in relation to LGGS review. *(Attachment 6.2b)*
- c. Organise for an LGGS Representative to attend the next Narrogin DOAC to explain/clarify the LGGS process.

6.3 Lower Hotham Fire Debrief – Daniel Austin

Daniel thanked everyone involved in this fire and acknowledged that many issues have been identified. Daniel suggested that the debrief be deferred to allow more time for a full and formal session and requested that those involved 'theme' their issues (in writing) eg catering, accommodation etc and recommend solutions. This would be captured (during the debrief) on a spreadsheet and items allocated for resolution would be clearly visible as they were progressed. *(Attachment 6.3)*

RECOMMENDATION: Wes Baker requested the Lower Hotham debrief be deferred until Tuesday 7th April commencing 1300 hrs at the DFES Office, 10 Williams Road, Narrogin.

6.4 Lower Hotham Volunteer Brigade Review Report – Shire of Williams.

Ross Major advised that in no way was this report intended to be personal and agreed to defer his discussions until the Lower Hotham debrief in April.

6.5 Channel 5 UHF Public Interference – Andriena Ciric (CESM West Arthur/Wagin/Woodanilling).

Andriena asked that where possible, members of the public heard using Channel 5 are advised that it is illegal as this is an emergency channel. Bad language on this channel has become an issue for families with children in and around their radios.

Upper Great Southern District Operations Advisory Committee Meeting 19 March 2015 - Minutes

Comment:

The Chief Executive Officer has requested three hand held mobile radios through the Department of Fire and Emergency Services radio network but has been advised that there are no monies left for additional radios and they should be brought through the ESL levy funds given to each Shire.

The Chief Executive officer has made an application for the three radios through the ESL process which was supported by Simon Vogel with an email to Vick Gabrielson on the 5th February 2014.

Subsequent advice has been received from Department of Fire and Emergency Services head office that the purchases of additional WAERN radios are not eligible under the ESL funding and there is no allocation for radios through the ESL Levy.

It appears that there is no more funding from the Department of Fire and Emergency Services for any radios that are required for the core function of the Local Brigades for fighting fires. There should be eligible funding under the ESL levy funding for additional radios.

The Chief Executive Officer believes this issue should be raised through the Central Country Zone of WALGA.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

Shire of Wickepin to cover costs of additional WAERN radios at an estimated cost of \$2,000 each or Mobile radios at \$1,500.

Council has budgeted for the supply of two additional mobile radios in the 2015/2016 budget at a cost of \$3,000

Strategic Implications: Nil

Summary:

Council is being requested to make this is an issue through the Central Country Zone of WALGA

Recommendation:

That the Chief Executive Officer prepares and agenda item for the CCZ Agenda requesting the Department of Fire and Emergency Services to make funding available for additional WAERN radios through the ESL levy funding to individual Local Governments.

Voting Requirements: Simple majority

Resolution No 181115-06**Moved Cr Martin / Seconded Cr Hinkley**

That the Chief Executive Officer prepares and agenda item for the CCZ Agenda requesting the Department of Fire and Emergency Services to make funding available for additional WAERN radios through the ESL levy funding to individual Local Governments.

Carried 7/0

Infrastructure and Engineering Services

10.1.05 – Main Roads WA Roadside Refuse Collection

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	2807
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 November 2015

Enclosure / Attachment: Nil

Background:

The Chief Executive Officer attended a Main Roads meeting with local governments on the 5th November 2015 at the Wickepin Community Centre. One of the major issues raised was that off roadside refuse collection from Main Roads Parking Bays. At this meeting Councils were advised that this service is to be discontinued into the future and currently Main Roads are only emptying the bins when required or requested to do so.

Comment:

The Chief Executive is of the understanding that the Wheat Belt Regions Main Roads WA maintenance Budget has been decreased by the following.

1. 2014/2015 \$42 Million
2. 2015/2016 \$29 Million
3. 2016/2017 Under \$20 Million

The actual amount spent on the refuse collection for 2014/2015 was \$850,000 and this has been decreased to \$220,000 for 2015/2016 and will go to Zero for 2016/2017.

The Chief Executive officer believes this will become a major environmental and health issue if refuse bins are not emptied on a regular basis. Refuse from these sites is already being spread up and down the roads and there have been a number of vehicles hit by bird strikes from birds collecting the refuse from the side of the roads. This could cause a major road safety issue for drivers using these roads.

The next meeting of the Central Country Zone is to be held in Brookton on Friday 27 November 2015 at the WB Eva Pavilion at the Brookton Sportsground.

The Meeting Agenda for this meeting closed on Friday 13 November 2015 so the CEO believes this matter can be listed on the Agenda for the first CCZ WALGA meeting in 2016.

Following are two photos of Refuse Bins on the Williams Kondinin Road:



The Chief Executive Officer has raised this issue with the Office of the Hon Jim Chown MLC Member for the Agricultural Region, Parliamentary Secretary to the Minister for Transport and the Hon. Terrence (Tuck) Keith Waldron MLA.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested to list the refuse collection from Main Roads parking bays in the Wheatbelt region as a major concern for Council's through the WALGA CCZ.

Recommendation:

That the Chief Executive Officer presents an Agenda Item to the first WALGA CCZ Meeting in 2016 on this matter if the issue of the Main Roads WA roadside refuse has not been resolved satisfactorily.

Voting Requirements: Simple majority

Resolution No 181115-07

Moved Cr Martin / Seconded Cr Astbury

That the Chief Executive Officer presents an Agenda Item to the first WALGA CCZ Meeting in 2016 on this matter if the issue of the Main Roads WA roadside refuse has not been resolved satisfactorily.

Carried 7/0

Governance, Audit and Community Services

10.2.01 – Financial Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Natalie Manton - Finance Manager
File Reference:	1212
Author:	Natalie Manton – Finance Manager
Disclosure of any Interest:	Nil
Date of Report:	3 November 2015

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

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

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

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

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

Local Government (Financial Management) Regulations 1996

34. Financial reports to be prepared s. 6.4

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

- (3) The information in a statement of financial activity may be shown -
 - (a) According to nature and type classification;
 - (b) By program; or
 - (c) By business unit.

- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
 - (a) Presented to the council -
 - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
 - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
 - (b) Recorded in the minutes of the meeting at which it is presented.

- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

Policy Implications: Not applicable

Financial Implications: Not applicable

Strategic Implications: Not applicable

Recommendation: That the financial statements tabled for the period ending 30 September 2015 as presented be received.

Voting Requirements: Simple majority

Resolution No 181115-08

Moved Cr Lansdell / Seconded Cr Easton

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

Carried 7/0

Bank Balances

As at 31/10/2015

	Bank Statement
Municipal Fund	308,767.66
Municipal ANZ Term Deposit	500,000.00
Municipal OCDF	1,291,025.33
Petty Cash	700.00
Reserves	1,058,936.13
Total	\$3,163,020.90
Trust Fund	\$53,245.54
Transport Account	247.35

Debtors

Rates as at 31/10/2015

Account 7461	Rates	82,040.72
Account 6051	Sewerage	9,928.52
Account 7451	Excess Receipts	-2,787.06
Account 1092	ESL	2,628.30
Account 7481	Domestic Rubbish	3,466.39
Account 7491	Commercial Rubbish	570.08
Account 7201	Refuse Site Levy	1,344.40
Account 1052	ESL Penalty	185.33
Total		\$97,376.68

Sundry Debtors as at 31/10/2015

Current	0.00
1 Month	0.00
2 Months	45.00
3 Months	1389.00
	-14.59
Total	\$1,419.41

Governance, Audit and Community Services

10.2.02 – List of Accounts

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Natalie Manton - Finance Manager
File Reference:	1201
Author:	Natalie Manton - Finance Manager
Disclosure of any Interest:	Nil
Date of Report:	3 November 2015

Enclosure / Attachment: List of Accounts

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

	<u>Vouchers</u>	<u>Amounts</u>
Municipal Account		
Cheques	15225 - 15238	\$55,262.93
EFT	5786 – 5812, 5814 - 5877	357,924.40
Payroll	October	94,541.79
Superannuation	October	11,056.67
Trust		
Cheques	1261 - 1263	511.75
EFT	5783 – 5785, 5813	863.72
	TOTAL	<u>\$520,161.26</u>

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

Certificate of Chief Executive Officer:

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

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

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

Policy Implications: Policy F3.7 - Cheque Issue

Strategic Implications: Not applicable

Recommendation: That Council acknowledges that payments totaling **\$520,161.26** have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Resolution No 181115-09**Moved Cr Lang / Seconded Cr Martin**

That Council acknowledges that payments totalling **\$520.161.26** have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Carried 7/0

List of Accounts Due & Submitted to Committee						
October 2015 Accounts						
Chq/EFT	Date	Name	Description	Muni	Trust	
1261	05/10/2015	CO-OPERATIVE BULK HANDLING	REFUND HIRE BOND WICKEPIN COMMUNITY CENTRE		\$ 200.00	
1262	05/10/2015	CR JULIE RUSSELL	REFUND ELECTION NOMINATION FEE		\$ 80.00	
1263	06/10/2015	BCITF	BCTIF SEPT 2015		\$ 231.75	
EFT5783	05/10/2015	CR F ALLAN	REFUND ELECTION NOMINATION FEE		\$ 80.00	
EFT5784	05/10/2015	CR GERRI HINKLEY	REFUND ELECTION NOMINATION FEE		\$ 80.00	
EFT5785	05/10/2015	CR ALLAN LANSDALE	REFUND ELECTION NOMINATION FEE		\$ 80.00	
EFT5786	05/10/2015	BEST OFFICE SYSTEMS	PHOTOCOPY USAGE BLACK, COLOUR	\$ 1,042.05		
EFT5787	05/10/2015	BAILEYS FERTILISERS	FERTILIZER WICKEPIN OVAL	\$ 1,573.00		
EFT5788	05/10/2015	BALLARDS OF NARROGIN	16 METRES MULCH COMMUNITY CENTRE GARDENS	\$ 1,568.00		
EFT5789	05/10/2015	COURIER AUSTRALIA	FREIGHT SAMPLES FOR SEWERAGE PLANT	\$ 8.82		
EFT5790	05/10/2015	LANDGATE	RURAL UVS MINIMUM CHARGE	\$ 64.00		
EFT5791	05/10/2015	AC & EJ FULLFORD & CO	PUSH GRAVEL WEDIN SOUTH, ANGIN RDAND DIG NEW TRENCH	\$ 16,071.00		
EFT5792	05/10/2015	GREENLINE	HAND FUEL PRIMER FOR TRACTOR P887	\$ 184.87		
EFT5793	05/10/2015	JR & A HERSEY	150 X GUIDE POSTS, CC90 PLATE COMPACTOR	\$ 3,870.70		
EFT5794	05/10/2015	IT VISION	SOFTWARE FOR SYNERGY EMAIL REMITTANCE ADVICE	\$ 1,034.00		
EFT5795	05/10/2015	LANDMARK ENGR & DESIGN	CUSTOM ALUMINIUM TABLE AND BENCHES FOR WOGOLIN TOWNSITE	\$ 1,936.00		
EFT5796	05/10/2015	LOCAL GOVERNMENT MANAGERS	LGMA STATE CONFERENCE REGISTRATION N MANTON	\$ 3,070.00		
EFT5797	05/10/2015	LGIS INSURANCE BROKING SERVICE	ADJUSTMENT ON FUEL FACILITY PROPERTY POLICY	\$ 335.87		
EFT5798	05/10/2015	GS & B MADEJ BRICKLAYING	RENEW FRITTED JOINT TO RAILWAY STATION	\$ 2,200.00		
EFT5799	05/10/2015	NARROGIN HIRE SERVICE	POLY PIPE, VALVES, ELBOWS FOR RETICULATION YEALERING	\$ 4,475.18		
EFT5800	05/10/2015	NARROGIN GLASS	UNIT 1 AGED PERSONS FLY SCREEN DOOR REPAIR	\$ 53.90		
EFT5801	05/10/2015	NARROGIN QUARRY OPERATIONS	SUPPLY AND DELIVER 2 X TRUCKLOADS OF BLUE METAL TO	\$ 1,812.09		
EFT5802	05/10/2015	STAR TRACK EXPRESS	FREIGHT ON GRADER PARTS FOR P518 FROM PERTH	\$ 177.75		
EFT5803	05/10/2015	NARROGIN CARPETS & CURTAINS	SUPPLY AND INSTALL CARPET TO AGED PERSONS UNITS	\$ 8,860.00		
EFT5804	05/10/2015	OFFICEWORKS SUPERSTORES PTY	OFFICE STATIONARY, TEATOWELS	\$ 347.90		
EFT5805	05/10/2015	PCS	LABOUR- EXCESSIVE SPYWARE, SETUP EHO REMOTE SIGNIN,	\$ 510.00		
EFT5806	05/10/2015	WAGIN PLUMBING	REPLACE GAS HOT WATER SYSTEM WICKEPIN CARAVAN PARK	\$ 1,559.25		
EFT5807	05/10/2015	MAUREEN SUSAN PREEDY	CLEANING YEALERING HALL, TOILETS, CARAVAN PARK	\$ 660.00		
EFT5808	05/10/2015	ROCLA	SUPPLY 2 X 600ML HEADWALL	\$ 2,915.00		
EFT5809	05/10/2015	RSA WORKS	CONTRACTOR- 5 YEAR WORKS PROGRAM, DATA PICKUP AND UPDATE,	\$ 3,190.00		

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EFT5810	05/10/2015	TOWN OF NARROGIN	RANGER SERVICES- HOURLY RATE PLUS TRAVEL	\$	350.74
EFT5811	05/10/2015	TWINKARRI P/L	WHOLE SHIRE RAODSIDE TREE PRUNING AND MULCHING	\$	75,372.00
EFT5812	05/10/2015	DW & RJ THOMSON	SUPPLY 3000M2 GRAVEL FOR WEDIN SOUTH RD	\$	3,000.00
EFT5813	06/10/2015	BUILDING COMMISSION,	BUILDING SERVICES LEVY SEPT 15	\$	623.72
EFT5814	12/10/2015	AUSTRALIA POST	SEPTEMBER POSTAGE	\$	235.49
EFT5815	12/10/2015	COVS PARTS PTY LTD	SPRING EXTENSION KIT	\$	161.54
EFT5816	12/10/2015	KELLY COCHRANE	CLEANING YEALERING HALL, CARAVAN PARK, PUBLIC TOILETS	\$	254.00
EFT5817	12/10/2015	EWEN RURAL SUPPLIES	SEPTEMBER REFRESHMENTS, PARTS, GARDEN PRODUCTS, CEMENT	\$	4,424.54
EFT5818	12/10/2015	FESA - ESL	ESL LEVY FOR COUNCIL OWNED BUILDINGS	\$	2,040.00
EFT5819	12/10/2015	GREAT SOUTHERN FUEL SUPPLIES	SEPTEMBER 15 FUEL ACCOUNT	\$	16,112.23
EFT5820	12/10/2015	STATE LIBRARY OF WA	LIBRARY BETTER BEGINNINGS PROGRAM	\$	27.50
EFT5821	12/10/2015	NARROGIN HIRE SERVICE	RETICULATION PARTS- WICKEPIN OVAL	\$	393.51
EFT5822	12/10/2015	GREAT SOUTHERN WASTE	HOUSEHOLD AND DOMESTIC RUBBISH AND RECYCLING COLLECTION	\$	5,686.62
EFT5823	12/10/2015	NARROGIN RETRAVISION	IPHONE SCREEN, CORD, CASE AS REQUIRED	\$	113.00
EFT5824	12/10/2015	NARROGIN CARPETS & CURTAINS	REPAIR COVER FOR SWIMMING POOL SEAT	\$	50.00
EFT5825	12/10/2015	PCS	EMAIL SUPPORT FOR DEPOT, CORRECT EMAIL REMITTANCE REPORTS	\$	212.50
EFT5826	12/10/2015	WAGIN PLUMBING	BACKFLOW DEVICE ANNUAL CHECK AS REQUIRED BY WATERCORP	\$	2,112.00
EFT5827	12/10/2015	RSA WORKS	LOMOS RD COSTING, ROMAN DATA CROSS REF, SITE MEETING	\$	2,530.00
EFT5828	12/10/2015	LIONEL ANTHONY RIGBY	SEPT COMMISSION AND QUARTERLY PAYMENT	\$	2,522.78
EFT5829	12/10/2015	PETER STRIBLING	SEPT COMMISSION	\$	119.91
EFT5830	12/10/2015	RJ SMITH ENGINEERING	SUPPLY GRAVE TEMPLATE CEMETERY	\$	3,042.60
EFT5831	12/10/2015	SOUTHWEST PRINT GROUP	PRINTED ACTION REQUEST BOOKS	\$	1,174.00
EFT5832	12/10/2015	WESTERN AUSTRALIAN TREASURY	Loan No. 100 Interest payment -	\$	2,123.39
EFT5833	12/10/2015	WICKEPIN NEWSAGENCY	SEPTEMBER PAPERS, MILK, CATERING	\$	91.90
EFT5834	12/10/2015	WICKEPIN COMMUNITY RESOURCE	WICKEPIN PHONE BOOK X 8	\$	64.00
EFT5835	15/10/2015	AUSTRALIAN TAXATION OFFICE	SEPT BAS	\$	20,325.00
EFT5836	19/10/2015	AD ENGINEERING PTY LTD	SAM TRAILER ANNUAL SERVICE, SOFTWARE UPDATE	\$	528.00
EFT5837	19/10/2015	YVONNE BOWEY CONSULTING	UPLOAD BUDGET TO SYNERGY, BAS QUERY AND CHECK	\$	1,125.00
EFT5838	19/10/2015	YEALERING AGPARTS & REPAIRS	GAS FOR CARAVAN PARK, JOCKEY WHEEL SWIVEL TO NEW CAR	\$	339.05
EFT5839	19/10/2015	COURIER AUSTRALIA	FREIGHT ON LIBRARY DELIVERY	\$	56.94
EFT5840	19/10/2015	COVS PARTS PTY LTD	HINO TRUCK ON/OFF SWITCH	\$	74.97
EFT5841	19/10/2015	DAVE'S TREE SERVICE	TREE LOPPING, CLEANUP YEALERING CARAVAN PARK ENTRANCE	\$	9,900.00
EFT5842	19/10/2015	FULTON HOGAN	PELLET OF EZSTREET- PINGELLY AND H/SMITH ROADS	\$	1,980.00

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EFT5843	19/10/2015	LGIS RISK MANAGEMENT	REGIONAL RISK PROGRAMME COORDINATION 1ST INSTALLMENT	\$	2,517.90
EFT5844	19/10/2015	LTC ASPHALT PTY LTD	SUPPLY AND LAY ASPHALT TO WAR MEMORIAL, SPEED BUMP	\$	50,248.55
EFT5845	19/10/2015	MCDUGALL WELDMENTS	KOMATSU GRADER RAM REPAIRS	\$	161.76
EFT5846	19/10/2015	LGIS INSURANCE BROKING SERVICE	PROPERTY INSURANCE - 2ND INSTALLMENT 2015/16	\$	59,033.09
EFT5847	19/10/2015	KOMATSU AUSTRALIA PTY LTD	GRADER GUIDES X 3	\$	305.05
EFT5848	19/10/2015	NARROGIN HARDWARE MAKIT	TIMBER FOR WALKWAY BRIDGE, SHOWERHEADS COTTAGE HOMES	\$	427.78
EFT5849	19/10/2015	NARROGIN BEARING SERVICE	BOLT CUTTERS, SCREWDRIVER SET- WORKSHOP TOOLS	\$	296.65
EFT5850	19/10/2015	NARROGIN AGRICULTURAL REPAIRS	CARBURETTOR SMALL MACHINES	\$	198.00
EFT5851	19/10/2015	NARROGIN QUARRY OPERATIONS	BLUE METAL DUST - VARIOUS ROAD MAINTENANCE	\$	518.37
EFT5852	19/10/2015	NARROGIN PACKAGING	SOPA DISPENSERS- WICKEPIN CARAVAN PARK	\$	113.95
EFT5853	19/10/2015	STAR TRACK EXPRESS	FREIGHT ON PARTS FOR HINO TRUCK	\$	123.05
EFT5854	19/10/2015	NARROGIN TOYOTA	2 X TUNGSTEN CHAINS FOR CHAINSAWS	\$	242.00
EFT5855	19/10/2015	WAGIN PLUMBING	REPLACE CISTERN, HOT WATER SYSTEM AT ADMIN OFFICE	\$	1,406.35
EFT5856	19/10/2015	REDFISH TECHNOLOGIES PTY LTD	CCTV SYSTEM UPGRADE AT COMMUNITY CENTRE INC INSTALLATION	\$	10,406.00
EFT5857	19/10/2015	ANTONY SMITH	FIT CAPS TO TIMBER WAR MEMORIAL POSTS	\$	707.00
EFT5858	19/10/2015	T-QUIP	BELTS, FILTERS, BLADES RIDEON MOWERS	\$	521.50
EFT5859	19/10/2015	WA HINO SALES & SERVICE	HINO TRUCK MASTER CYL, TORQUE ROD	\$	1,462.39
EFT5860	19/10/2015	WURTH AUSTRALIA P/L	VARIOUS HOSE CLAMPS- WORKSHOP	\$	95.80
EFT5861	19/10/2015	WEST AUSTRALIAN NEWSPAPERS	BUSHFIRE ADVERT NARROGIN OBSERVER	\$	120.00
EFT5862	19/10/2015	KLEENHEAT GAS	ANNUAL SEVRICE FEE GAS BOTTLES 10 SMITH STREET	\$	112.00
EFT5863	26/10/2015	ALLWORK CIVIL	YELLOW SEGMENT LINES TO SPEED HUMP JOHNSTON ST	\$	220.00
EFT5864	26/10/2015	BURGESS RAWSON (WA) PTY LTD	INDUSTRIAL RENT, MANAGEMENT FEES FUEL FACILITY LOCATION	\$	2,643.74
EFT5865	26/10/2015	COVS PARTS PTY LTD	TRAILER BRACKET FOR TIPTRUCK, PRECLEANER BOWL	\$	26.73
EFT5866	26/10/2015	CLARK EQUIPMENT	FUEL, HYDRAULIC, OIL AND AIR FILTERS FOR SKIDSTEER LOADER	\$	642.98
EFT5867	26/10/2015	DEWS EXCAVATIONS	HIRE DITCHWATCH- TRENCH FOR RETIC EXTENSIONS AT OVAL	\$	1,056.00
EFT5868	26/10/2015	EASIFLEET	FACEY GROUP FLEET VEHICLE SEPT 15	\$	663.44
EFT5869	26/10/2015	HARRIS ZUGLIAN ELECTRICS	HARRISMITH ABLUTION BLOCK CONNECT HOT WATER SYSTEM,	\$	1,767.26
EFT5870	26/10/2015	JASON SIGNMAKERS	HARRISMITH ENTRANCE SIGNS X4	\$	1,773.20
EFT5871	26/10/2015	KEL'S TYRES	1 X TRUCK TYRE R22.5 HINO TRUCK	\$	577.50
EFT5872	26/10/2015	LOCAL GOVERNMENT ASSOCIATION	STAFF TRAINING ESO LETTER AND REPORT WRITING	\$	522.50
EFT5873	26/10/2015	NARROGIN HIRE SERVICE	MODULE CONTROLLER FOR RETIC SYSTEM IN WICKEPIN	\$	410.15
EFT5874	26/10/2015	STAR TRACK EXPRESS	FREIGHT ON PARTS WESTRAC/CLARK EQUIP	\$	104.47
EFT5875	26/10/2015	STEWART & HEATON	WA BUSH FIRE SERVICE PROTECTIVE CLOTHING	\$	2,438.92

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EFT5876	26/10/2015	ANTONY SMITH	REPAIRS TO WICKEPIN HALL FLOOR	\$	1,776.00
EFT5877	26/10/2015	WURTH AUSTRALIA P/L	WIPER BLADES 450ML HINO TRUCK DEODERISERS VARIOUS	\$	231.73
15225	05/10/2015	A & A CORASANITI	PROGRESS PAYMENT (60%) GAZEBO AND FOOTPATH AT WICKEPIN	\$	37,280.19
15226	05/10/2015	CHEDOONA ENVIRONS	PLANTS FOR WICKEPIN, YEALERING GARDENS	\$	360.50
15227	05/10/2015	MRS HAZEL GREEN	ASSISTANCE WITH AGED PERSONS UNIT REFURBISHMENT	\$	30.00
15228	05/10/2015	SANDRA O'BRIEN	REIMBURSE FUEL PURCHASED FOR COMMUNITY BUS	\$	60.00
15229	05/10/2015	TELSTRA	ADMIN, STAFF, DEPOT, LICENSING PHONE AND INTERNET TO 21/09/15	\$	1,619.97
15230	05/10/2015	WATER CORPORATION	WATER USAGE- STORAGE TANK RABBIT PROOF RD	\$	37.68
15231	12/10/2015	BE & DE BARRY	PAINTING GAZEBO AT WICKEPIN CEMETERY	\$	900.00
15232	12/10/2015	A & A CORASANITI	FORM AND SET FOOTPATHS, REPAIR GATES AT COMMUNITY CENTRE	\$	2,653.16
15233	19/10/2015	DRYANDRA COUNTRY VISITOR	CONTRIBUTION 2015/16 FOR EMPLOYMENT OF MANAGER	\$	5,000.00
15234	19/10/2015	TELSTRA	SAT PHONE - WORKS CREW	\$	35.00
15235	19/10/2015	SYNERGY	STREET LIGHTS 25 AUG TO 24 SEPT	\$	3,026.10
15236	19/10/2015	WATER CORPORATION	WATER CHARGES- COTTAGE HOMES TO 2 NOV	\$	224.54
15237	19/10/2015	YEALERING SHOP	CLEANING / TEA AND COFFEE YEALERING ACCOMM UNITS	\$	31.00
15238	26/10/2015	WATER CORPORATION	WATER USAGE ADMIN OFFICE, HOUSING, DEPOT, POOL, CARAVAN	\$	4,004.79
DD8864.1	14/10/2015	WA LOCAL GOVERNMENT SUPER	Payroll deductions	\$	3,381.88
DD8864.2	14/10/2015	RAMSAY SUPERANNUATION FUND	Superannuation contributions	\$	44.98
DD8864.3	14/10/2015	PRIME SUPER	Superannuation contributions	\$	172.46
DD8864.4	14/10/2015	ING CUSTODIANS PTY LTD	Superannuation contributions	\$	183.85
DD8864.5	14/10/2015	MTAA SUPER FUND	Superannuation contributions	\$	348.49
DD8864.6	14/10/2015	ANZ SUPER - ALLAN HEMLEY	Superannuation contributions	\$	172.46
DD8864.7	14/10/2015	TREWAYNE SUPERANNUATION FUND	Superannuation contributions	\$	48.77
DD8864.8	14/10/2015	COLONIAL FIRST STATE	Superannuation contributions	\$	161.68
DD8873.1	28/10/2015	WA LOCAL GOVERNMENT SUPER	Payroll deductions	\$	5,273.38
DD8873.2	28/10/2015	RAMSAY SUPERANNUATION FUND	Superannuation contributions	\$	140.65
DD8873.3	28/10/2015	PRIME SUPER	Superannuation contributions	\$	172.46
DD8873.4	28/10/2015	ING CUSTODIANS PTY LTD	Superannuation contributions	\$	183.85
DD8873.5	28/10/2015	MTAA SUPER FUND	Superannuation contributions	\$	348.49
DD8873.6	28/10/2015	ANZ SUPER - ALLAN HEMLEY	Superannuation contributions	\$	172.46
DD8873.7	28/10/2015	TREWAYNE SUPERANNUATION FUND	Superannuation contributions	\$	65.02
DD8873.8	28/10/2015	COLONIAL FIRST STATE	Superannuation contributions	\$	185.79
				\$	424,244.00
				\$	1,375.47

Attachment- Item 10.2.02

Governance, Audit and Community Services

10.2.03 - EHO/Building Surveyor's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Allan Ramsay, EHO/Building Surveyor
File Reference:	2203
Author:	Allan Ramsay, EHO/Building Surveyor
Disclosure of any Interest:	Nil
Date of Report:	11 November 2015

Enclosure / Attachment: Nil

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

Building Licenses:

There was one (2) building application(s) approved and license issued for the month of October 2015.

Listed below is a summarised breakdown of the application and proposed structure:

License No	Name & Address of Owner	Registered Builder (RB) or Owner Builder (OB)	Structure	Situation of Building Lot or Street No & Town
4/15-16	Glenn and Paige Leeson	Quality Builders	Single storey transportable dwelling	34 Plover Street, Wickepin WA 6370
5/15-16	John McKenzie	Brendon Muller	Steel Frame Carport	33 Sewell Street, Yealering WA 6372

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 November 2015.

Resolution No 181115-10**Moved Cr Lang / Seconded Cr Hinkley**

That council notes the report from the EHO/Building Surveyor dated 11 November 2015.

Carried 7/0

Governance, Audit and Community Services

10.2.04 - Application for Outbuilding – Lot 120 Connor Street, Yealering

Submission To:	Ordinary Council
Location / Address:	Lot 120 Connor Street, Yealering
Name of Applicant:	Mr. Richard & Ms. Shirley Elson
File Reference:	
Author:	Allan Ramsay, EHO/Building Surveyor
Legislation:	Shire of Wickepin Town Planning Scheme #4 Local Planning Policy Outbuildings
Disclosure of any Interest:	Nil
Date of Report:	4 November 2015

Enclosure / Attachments

- Letter from the applicant Mr & Ms Elson
- Site plan showing location of proposed extension of the outbuilding
- Completed Application form for Town Planning Approval
- Photos from Mr & Ms Elson

Background

Mr & Ms Elson, (the applicants) have submitted plans for an oversize outbuilding to be constructed at Lot 120 Connor Street, Yealering. The property is on a corner lot consisting of approximately 800m². The proposed outbuilding extension will be used for vehicle storage. The vehicles are currently left outside with no protection.

The proposed outbuilding extension is 11m × 6.5m giving an extra 71.5m². Combined with the existing outbuilding the total floor area is 143m².

Comment

The Shire of Wickepin's Local Planning Policy Outbuildings states the following in the Residential Zones of the Scheme:

“Clause 4 (a)

- (i) Non-masonry construction – where the total non-masonry outbuilding area does not exceed 55 square meters and the total outbuilding area does not exceed 75 square metres.***
- (vi) Any application for planning approval which does not comply with the above shall be referred to Council for consideration”.***

The proposed outbuilding extension including the existing outbuilding on the property amounts to a total area of 143m² which is 68m² over the permitted size.

The outbuilding will be constructed in front of the existing shed on a corner lot which has minor impact on the amenity of nearby residents. The applicant currently owns the lots to the side and rear of the lot where the proposed extension to the outbuilding is proposed.

Mrs Elson has indicated that Mr Elson has a lot of vehicles left uncovered which includes a caravan, work vehicle and a boat in the winter months.

Statutory Environment: Nil

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary:

Council is being requested to do the following:

1. Approve the oversized 68m² extension to the existing outbuilding on Lot 120 Connor Street, Yealering;
2. The outbuilding hereby permitted shall be only used for the purpose incidental to the residential use of the property and shall not be used for any habitable, commercial or industrial purposes; and
3. A Building permit be issued for the outbuilding prior to constructions.

Recommendation:

That Council:

1. Approve the oversized 68m² extension to the existing outbuilding on Lot 120 Connor Street, Yealering;
2. The outbuilding hereby permitted shall be only used for the purpose incidental to the residential use of the property and shall not be used for any habitable, commercial or industrial purposes; and
3. A Building permit be issued for the outbuilding prior to constructions.

Voting Requirements: Simple majority

Resolution No 181115-11

Moved Cr Lang / Seconded Cr Easton

That Council:

1. Approve the oversized 68m² extension to the existing outbuilding on Lot 120 Connor Street, Yealering;
2. The outbuilding hereby permitted shall be only used for the purpose incidental to the residential use of the property and shall not be used for any habitable, commercial or industrial purposes; and
3. A Building permit be issued for the outbuilding prior to constructions.

Carried 7/0

4.42pm – CDO Lee Parker entered the Chambers.

Governance, Audit and Community Service

10.2.05 – Community Development Officer's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Lee Parker, Community Development Officer
File Reference:	206
Author:	Lee Parker, Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	11 November 2015

Enclosure / Attachment:

<p>Arts and Cultural</p>	<p>Dryandra Country Art Food and Wine Event</p> <ul style="list-style-type: none"> • Correspondence with committee and event holders <p>Other</p> <ul style="list-style-type: none"> • Country Camp Fire Festival promotion, set up of Town Hall, co-ordinated the weekend activities, liaised with CRC • Advice and support to ARtS Narrogin
<p>Community Development</p>	<p>Townscape</p> <ul style="list-style-type: none"> • Meeting with Jason Signs in Perth re walk trail signs. Signs being manufactured. • Correspondence with affected family re Centenary Wall. Work on restoration of plaques complete. • Meeting and correspondence re walk trails. <p>War Memorial Upgrade</p> <ul style="list-style-type: none"> • Meeting and correspondence with Jason Signs re memorial fence. • Oversaw plinth cap fitting. <p>Railway Building Restoration</p> <ul style="list-style-type: none"> • Correspondence, site meetings, liaison with builders, painters, electricians, heritage consultant and Manager of Works to move project forward. • Site meeting at Brickmatch, Perth, to source replacement vents. <p>Wickepin Cemetery</p> <ul style="list-style-type: none"> • Maintained correspondence with the families. • Liaison with builders, engineer, building surveyor, draughtsman, painter and Manager of Works with regards build. • Site meetings. • Correspondence with Everlon re granite system installation. <p>Other</p> <ul style="list-style-type: none"> • Provided notes for Facebook page and mail out. • Follow up grant opportunities for Shire of Wickepin projects. • Assisted community members on grant opportunities and events.

Economic Development	Facey Carriage Drive <ul style="list-style-type: none"> • Correspondence with organising committee re 2016 drive.
Tourism, Marketing and Promotion	<ul style="list-style-type: none"> • Weekend spent with Caravan Crawl participants – showing them highlights of the area and encouraging them to explore the Shire. • Promotion through social media.
Special Needs Groups including Youth, Disabled and Older People.	Johnston Park <ul style="list-style-type: none"> • Site meeting with builders. • Correspondence with Engineer, building surveyor and draughtsman re build of gazebo. • Correspondence with equipment suppliers. • Research into solar lighting for park.
Sport and Recreation	Kidsport <ul style="list-style-type: none"> • Processed vouchers • Correspondence with Sport and Recreation and Town of Narrogin.
Governance Other	<ul style="list-style-type: none"> • Staff support as needed.

Projects Currently On CDO Desk for 2015

War Memorial	<ul style="list-style-type: none"> • Barrier fence erected with WW1 images – under construction • Shire funded
Railway Building Restoration	<ul style="list-style-type: none"> • Due for completion end of July. <i>Running late</i> • Lotterywest and Shire funded • Exterior work completed. Interior painting/electricity to happen
Facey Carriage Drive	<ul style="list-style-type: none"> • Next carriage drive in October 2016 • Shire support in-kind
Wickepin Cemetery	<ul style="list-style-type: none"> • To be completed by October/November • Royalties for Regions, Country Local Governments Fund • Work completed on Gazebo. Granite system to be installed November
Walk Trails Signage	<ul style="list-style-type: none"> • To be completed by early November • Funded by Lotterywest and Shire
Campfire Country Hall Crawl	<ul style="list-style-type: none"> • Possible annual event to be held over last weekend in October • Shire support in-kind
Lotterywest grants	<ul style="list-style-type: none"> • Grants to be submitted: Signage for Yealering and Harrismith • Due November • Possible CANWA grant: Due March
Johnston Park Development	<ul style="list-style-type: none"> • Due for completion March 2016 • Wheatbelt Development Commission funded – Creating Aged Friendly Communities • Shire support in kind

Funding Applications Status Report

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

Campfire Country Hall Crawl

Over the weekend of the 30th October to the 1st November Wickepin was buzzing with an influx of caravans, keen country singers and all the supporters they could muster.

They arrived in town on Friday to create a meeting point at the Community Centre and proceeded to position the over 60 caravans that rolled into town. Chris Edmondson, Rural ABC reporter, did an informative interview with Dave Higgins from Campfire Country. He covered the event in Wickepin and discussed the use and their mutual love of old town halls. Saturday saw the Town Hall set up to cater for a traditional country dance and all the music that goes with it. Close to 200 people filled the hall and had 'one of the best nights'. The Lansdell family was well presented with Kevin Lansdell's family doing a great set. Line dancing was led by a group from the Cuballing Bootscooters, country dances were called by Therese and Dave Higgins and various musicians entertained the appreciative engaged crowd.

On Sunday the caravanners joined the locals in supporting the Community Markets in town. Sunday lunch prepared by the Bowling club was enjoyed back at the Community Centre, along with bush poetry by Frank Tim and Alexander Heffernan. A big Sunday session of music closed off a wonderful weekend in Wickepin.

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 11 November 2015

Voting Requirements: Simple majority.

Resolution No 181115-12

Moved Cr Lansdell / Seconded Cr Martin

That council notes the report from the Community Development Officer dated 11 November 2015.

Carried 7/0

4.50pm – CDO Lee Parker departed the Chambers.

Governance, Audit & Community Services

10.2.06 - Dual Fire Control Officers 2015/2016 – Shire of Wagin

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Shire of Wagin
File Reference:	901
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	2 November 2015

Enclosure / Attachment: Nil

Background:

Council has received a letter from the Shire of Wagin requesting Steve Angwin be appointed as a Dual Fire Control Officers with the Shire of Wickepin.

Comment:

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

Statutory Environment: Bush Fires Act 1954.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary:

Council is being requested by the Shire of Wagin to appoint Steve Angwin as Dual Fire Control Officers for the 2015/2016 fire season.

Recommendation:

That council appoints Steve Angwin as Dual Fire Control Officers from the Shire of Wagin for the 2015/2016 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

Voting Requirements: Simple majority

Resolution No 181115-13

Moved Cr Martin / Seconded Cr Astbury

That council appoints Steve Angwin as Dual Fire Control Officers from the Shire of Wagin for the 2015/2016 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

Carried 7/0

Governance, Audit & Community Services

10.2.07 – Chef Executive Officer Annual Leave

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook Chief Executive Officer
File Reference:	Personal File
Author:	Mark J Hook Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	3 November 2015

Enclosure / Attachment: Nil

Background:

The Chief Executive Officer wishes to apply to Council for Annual Leave from 25 December to 8 January 2016.

Comment:

The Chief Executive officer is entitled to four weeks Annual Leave under his Contract:

7. LEAVE ENTITLEMENTS

Leave entitlement shall be provided in accordance with the NES, as summarised below:

7.1 Annual Leave

The Chief Executive Officer is entitled to four weeks paid annual leave each year, to be taken during agreed periods. The Council may also direct the Chief Executive Officer to take annual leave if s/he has accrued over 30 days entitlement.

7.2 Long service leave

The long service leave accrued by the Chief Executive Officer shall be in accordance with the Local Government (Long Service Leave) Regulations.

7.3 Personal leave

7.3.1 *Paid personal leave is available to the Chief Executive Officer when they are absent:*

*due to personal illness or injury (sick leave); or
for the purposes of caring for an immediate family or household member who is sick and requires the Chief Executive Officer's care and support (carer's leave); or for an unexpected emergency affecting the member; or because of the serious illness, injury or death of an immediate family or household member (bereavement leave)*

7.3.2 *The amount of personal leave to which the Chief Executive Officer is entitled depends on how long they have worked for the Employer and shall accrue at the rate of 0.8333 day for each completed month of service.*

7.3.3 *The Chief Executive Officer is entitled to use up to two days personal leave as non-cumulative paid compassionate leave on any occasion on which a member of the Chief Executive Officer's immediate family or household contracts or develops a personal illness that poses a serious threat to his or her life; or sustains a personal injury that poses a serious threat to his or her life; or dies*

7.3.4 *The Chief Executive Officer is entitled to use up to two weeks personal leave each year to care for members of his or her immediate family or household who are sick and require care and support or for an unexpected emergency affecting the member. This entitlement*

is subject to the Chief Executive Officer being responsible for the care and support of the person concerned.

7.4 Parental leave

7.4.1 *Parental Leave encompasses Maternity Leave, Paternity Leave and Adoption Leave, and is available if the Chief Executive Officer has been employed for a 12 month period or more immediately preceding the commencement of the leave.*

7.4.2 *The leave is unpaid (including Public Holidays), and is available for a period of up to 52 weeks in one unbroken period (with the ability to request an additional 52 weeks). Personal leave is not available and no leave entitlements accrue during the period of Parental Leave.*

7.4.3 *The Chief Executive Officer may take any other forms of paid leave to which he is entitled, such as annual or long service leave, in substitution for some or all of this 52 week period. The maximum entitlement to Paternity Leave is reduced by any maternity leave taken by the Chief Executive Officer's partner. Paternity Leave cannot normally be taken while the Chief Executive Officer's partner is on maternity leave.*

7.5 Public holidays

The Chief Executive Officer shall be entitled to Western Australian Gazetted public holidays.

7.6 Executive, Community Service and Study Leave

The Chief Executive Officer is entitled to one Executive day per Month as executive leave and, if relevant, community service and/or study leave by agreement with the Council.

The CEO as of 3 November 2015 has accrued 21 Days annual leave.

If the Annual leave is approved the Chief Executive Officer, under Policy 2.1.18 will appoint Mrs Natalie Manton as the Acting Chief Executive Officer in the Chief Executive Officers absence on Annual Leave.

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

Policy Implications:

2.1.18 ACTING CHIEF EXECUTIVE OFFICER

OBJECTIVE: Set down guidelines for the employment of an Acting CEO.

Prior to taking annual or other leave; the CEO must appoint an Acting CEO for the period of leave to ensure there is a designated officer responsible for the operations of Council.

When employed in the position of Acting CEO, the employee will be:

- advised in writing by either the CEO, where the CEO delegates the position to the employee or by the Shire President where Council delegates the position to the employee;
- paid at the salary level of the CEO for the term of the appointment; and
- subject to all the other existing conditions of employment.

Financial Implications: Not applicable.

Strategic Implications: Nil

Summary:

Council is being requested to allow the Chief Executive Officer to take Annual Leave from 25 December to 8 January 2016.

Recommendation:

That Council allow the Chief Executive Officer to take Annual Leave from 25 December to 8 January 2016.

Voting Requirements: Simple Majority

Resolution No 181115-14

Moved Cr Martin / Seconded Cr Lansdell

That Council allow the Chief Executive Officer to take Annual Leave from 25 December to 8 January 2016.

Carried 7/0

Governance, Audit & Community Services

10.2.08 – Christmas Office Closure 2015/2016

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:	3 November 2015

Enclosure/Attachment: Nil

Background:

In previous years, Council has approved the closure of the administration office for the period between Christmas and New Year.

Comment:

The administration staff would appreciate the same opportunity this year. In years when the office has remained open at this time of year with a 'skeleton staff' it has largely been unwarranted as the majority of our residents are away from home or busy with family commitments. In the previous years when the office is closed through the Christmas break we have advertised our hours both on the front counter and in the Watershed News to give people the opportunity of completing urgent business or licensing prior to the Christmas break. The normal closure in previous years has been found to be of very little inconvenience to the public.

Statutory Environment: *Local Government Industry Award 2010*

Policy Implications: Not applicable.

Financial Implications:

As staff will be using public holidays as provided by the award, rostered days off, annual leave or unpaid leave to cover this time, there will be no additional cost to Council.

Strategic Implications: Not applicable.

Recommendation:

That the trading hours for 2015/2016 Christmas period be as follows:

Monday 21 December	Open
Tuesday 22 December	Open
Wednesday 23 December	Open
Thursday 24 December	Open
Friday 25 December	Closed – Public Holiday, Christmas day

Monday 28 December	Closed – Public Holiday (for Boxing Day)
Tuesday 29 December	Closed
Wednesday 30 December	Closed
Thursday 31 December	Closed
Friday 1 January	Closed – Public Holiday, New Year

Monday 4 January	Open
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Voting Requirements: Simple majority

Resolution No 181115-15**Moved Cr Hinkley / Seconded Cr Lang**

That the trading hours for 2015/2016 Christmas period be as follows:

Monday 21 December	Open
Tuesday 22 December	Open
Wednesday 23 December	Open
Thursday 24 December	Open
Friday 25 December	Closed – Public Holiday, Christmas day

Monday 28 December	Closed– Public Holiday (for Boxing Day)
Tuesday 29 December	Closed
Wednesday 30 December	Closed
Thursday 31 December	Closed
Friday 1 January	Closed – Public Holiday, New Year

Monday 4 January	Open
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Carried 7/0

Governance, Audit and Community Services

10.3.01 – Albert Facey Homestead Committee Meeting Recommendations

Submission To:	Council
Location / Address:	Whole Shire
Name of Applicant:	Townscape & Cultural Planning Committee
File Reference:	1533/206
Author:	Leah Pearson, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	11 November 2015

Enclosure / Attachment: Nil

Background:

Albert Facey Homestead Committee Meeting held Tuesday 10 November 2015.

Comment:

The Albert Facey Homestead Committee Meeting was held on Tuesday 10 November 2015 and passed the following recommendations:

Moved Linley Rose / Seconded Libby Heffernan

That the Albert Facey Homestead committee ANZ bank account be closed and funds be moved to a new trust account within the Shire of Wickepin.

Carried 4/0

Moved Dave Astbury / Seconded Linley Rose

That the Shire of Wickepin take over the Albert Facey Homestead committee management.

Carried 4/0

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Nil

Recommendation:

That Council resolve that:

1. the Albert Facey Homestead committee ANZ bank account be closed and funds be moved to a new trust account within the Shire of Wickepin.
2. the Shire of Wickepin take over the Albert Facey Homestead committee management.

Voting Requirements: Simple majority.

Resolution No 181115-16**Moved Cr Martin / Seconded Cr Lang**

That Council resolve that the Albert Facey Homestead committee ANZ bank account be closed and funds be moved to a new trust account within the Shire of Wickepin.

Carried 7/0

Resolution differed from the Officers recommendation as Council felt that the second point was not necessary in the resolution.

11. President's Report

President's Report November 18th 2015

Firstly Congratulations to our CEO on receiving the Certificate of Appreciation for his work in Local Government over the past 35 years, 23 of those years being as a Shire Clerk and CEO, a wonderful achievement, well done.

I phoned Greg Richards (Chair of WRRRA) for a discussion on the direction of the WRRRA, expressing our (Wickepin's) desire for WRRRA to remain as being seen to be impartial towards all sides of the debate of the retention of Wheatbelt railway lines.

The Hon Jim Chown MLC, Member for the Agricultural Region and Parliamentary Secretary to the Minister of Transport, was special guest at the Wickepin Liberal Branch meeting, where I attended and discussed a range issues relevant to our Shire.

I have attended several meetings:

Wheatbelt South Aged Housing Alliance – where we welcomed Kondinin Shire, and are waiting for responses from 3 other shires that have indicated they would like to be included in our alliance making 9 shires in all. Well done to Nat for getting together a “good piece” of the business case already, that has given the shires inspiration to get their information to Nat for inclusion. Also, thank you to Geoff McKeown who has put together the MOU ready for signing after acceptance by all other shires.

Regional Road Group – apart from agenda items, one of the main issues being lack of funding due to State Government funding cuts to Main Roads which has had the immediate impact of more rubbish on our roadsides.

Wheatbelt Development Commission Community Bus Service Pilot – a service that is suggested to be used to ferry needy people from Kondinin, Kulin, Wickepin to Narrogin for specialist appointments and needs. If the surveys suggest a need for this service, then it will be funded by WDC and trialled for 6 months using the Kondinin Community Bus and a driver.

Other Events around Town:

A big thank you to the members of the Wickepin Bush Fire Brigade and also to local policeman Adrian Hiscock, who (along with the Fire Truck and Police Car) together attended the Wickepin Primary School for 3 separate sessions with the students on Fire Awareness in our community. This was a fabulous morning, enjoyed by all who were involved, and can only have long term good outcomes.

Also congratulations to all concerned with the Campfire Country Hall Crawl weekend which has had nothing but good reports from all who attended.

Thank You,
Cr Julie Russell
President Wickepin Shire Council

Resolution No 181115-17

Moved Cr Martin / Seconded Cr Astbury

That Council endorses the President's Report dated 18 November 2015.

Carried 7/0

Council

12. – Chief Executive Officer's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	
Author:	Mark J Hook, Chief Executive Officer
Disclosure of Any Interest:	Nil
Date of Report:	3 November 2015

Wheatbelt South Tourism Association

The Shire of Wickepin was a member and supporter of the Wheatbelt South Tourism Association. Council has been informed by the Wheatbelt South Tourism Association that the WSTA Executive has decided to recommend the dissolution of the Wheatbelt South Tourism Association.

The reason given for the dissolution of the Wheatbelt South Tourism Association is as follows:

After the reprint of our very successful regional brochure in 2013, much of the impetus to carry on with the WSTA was lost and it was very difficult to convene meetings or form a committee. We have not asked for a membership fee since the 2008-9 financial years. All our funds in the past four years have been put into the production and distribution of our regional brochure. Our three people Executive have freely given their time and administrative skills but the time has come to wrap up the organisation. The promotion of tourism in our area has changed and print media is making way for the more immediate availability of screen-based technology. Our former members are older, time-poor and happy to leave the established visitor servicing groups with the task of managing tourist information. We have called a meeting for Monday 2nd November in Narrogin at DCVC at 10.00am to ask for the dissolution of the WSTA. It will be suggested that the few dollars remaining in the bank account be directed to the Dryandra Country Visitor Centre, as per our Constitution, to assist with the distribution costs for the last of the WSTA brochures. We hope this arrangement will be supported by our former members. As we don't expect many attendees at the meeting, I thought it courteous to inform your Council of our intention.

WALGA State Road Funds to Local Government Agreement

Following is a brief update supplied by WALGA on the negotiations with the State Government regarding the State Road Funds to Local Government Agreement from July 2016.

Following consideration by the Economic and Expenditure Review Committee and Cabinet, WALGA has been advised that the State Government intends to extend the current Agreement for a further two years to June 2018 and undertake an independent assessment of the State's approach to providing funding support for the local road network. Funding allocations of \$172.4 million in 2016/17 and \$194.2 million in 2017/18 have been provided. This is broadly a continuation of the current funding. The funding that has been made available for Local Government roads in 2016/17 is the same as that provided in 2013/14. It is an improved outcome compared to funding of \$150.4 million that has been provided in 2015/16 but falls short of that sought by WALGA on behalf of Local Government. The decision will allow planning for the next two years to proceed with a degree of certainty. Some further statements regarding this issue will be made through Councillor Direct and Local Government News over the next few days. If you have any questions, please do not hesitate to get in touch with our Executive Manager - Infrastructure, Ian Duncan via email iduncan@walga.asn.au

LGMA Annual State Conference 2015

The LGMA Annual State Conference 2015 was held at the Esplanade Hotel, Fremantle - 28 - 30 October. The theme of the 2015 conference was 'Pressure makes diamonds.'

The Annual LGMA conference is the key professional development event in the calendar for Chief Executive Officers, Directors and Senior Managers in Local Government.

Session one was Performance Measurement in Local Government Organisations - Norbert Vogel, Director Australian Knowledge Management Group & Dr Nicholas Fisher, Founder and Principal Value Metrics Australia

This session outlined a framework for the development of a system for performance measurement that provides a platform for determining performance measures to enhance decision-making at all levels in an organisation, leading to improvement in overall business performance.

Session two Public Sector Commissioner, - Mal Wauchope, Public Sector Commissioner

This covered the way misconduct is managed and reported in WA which has changed recently. Responsibility for overseeing minor misconduct of public officers and for misconduct prevention and education has shifted to the PSC.

Session three Lighthouse Project - Wendy Murray, Executive Director - Strategy, Disability Services Commission and Alison Dalziel, Director, Localise

In 2014 the Disability Services Commission provided a grant to LGMA, to run a program that would help increase the employment of people with disabilities in local government, that has become known as the Lighthouse Project.

Session four - Jude Munro AO Brisbane City Council Chief Executive Officer from 2000 -2010,

Jude is an acknowledged government and business leader, committed to innovation and bringing a sense of purpose to organisations.

Session five - Minister & Opposition Spokesperson - The Hon. Tony Simpson MLA, Minister of Local Government, Community Services and David Templeman MLA, Opposition Spokesperson

The Minister & Opposition Spokesperson presented their views on the future development and direction of the industry and how they intend to influence this through policies.

Session six - Closing Keynote Address: Rabia Siddique

In a modern world influenced by a multitude of biases ranging from race, religion and gender through to issues such as country of origin and politics; the power to deal with such issues is a reflection and reminder of the extraordinary potential individuals have in breaking down these barriers.

Session seven - Keynote Address: Leading Cultures, Steve Simpson, Service Excellence and Inspiring Cultures

Culture is the number one issue for the world's business leaders according to the latest Deloitte Global Capital Human Trends Report. Steve showed how leaders gain an understanding of their prevailing culture, and how to strategically manage through his globally acclaimed UGRs concept.

Session eight - Approach to community engagement, Andrea Selvey, Director of Community Services, City of Greater Geraldton

Using a broad range of public deliberation techniques, small and large scale, face-to-face and online, and integrating social media, the city included around 3,000 residents in meaningful engagement to decide issues of importance to them. Over the first three years, the outcomes of these deliberations have included the development of a Strategic Community Plan to drive the City's operations, a new Statutory Plan for the natural and built environment as well as Precinct Plans, beginning with the most disadvantaged precinct, as well as large scale projects (e.g. planting a million trees, improving bike paths, and improving City communication.)

Session nine Shaping our cities, connecting our regions, Patrick Walker, Executive General Manager Advocacy and Member Benefits, Royal Automobile Club of Western Australia (Inc)

Western Australia's infrastructure gap is growing and community need more transport options. By 2031, seven of the nation's 10 most congested roads are estimated to be in Perth. In the very same year congestion is also estimated to cost the economy \$16 billion in lost productivity. Our regions require increased investment in transport infrastructure, and how will our State deliver smarter, more efficient, and more integrated transport solutions. Patrick Walker discussed the transport and mobility options that will shape the future of our communities. From the uptake of electric vehicles and the introduction of the RAC Electric Highway; to public transport and cycling, combined with collaborative car sharing and autonomous vehicles, our reliance on the personal motor vehicle is changing.

Session ten - Electric cars, Michael Fragomeni, Director, Top EV Racing

Electric vehicles are reinventing society's perception of what they are capable of. Michael has engineered and exhibiting the world's quickest and fastest solar-charged electric solar race car and he shared with delegates the future of electric vehicles.

Session eleven - Local Government Operational Management and Effectiveness Program, Warren Pearce, CEO, LGMA WA

Local Government Professionals NSW, in partnership with Pricewaterhouse Coopers has developed a practical local government business operations measurement and comparative assessment tool to help local government leaders better understand how they are performing against other local governments. Local Government Professionals NSW and PwC, are working together with LGMA WA to bring this program to WA local governments.

Session twelve - Digital Strategies, David Bartlett and Jamie Parry, Director Governance and Strategy, City of Joondalup

The global digital economy is transforming the way we work, live and play. Technological advancement presents new opportunities to access knowledge, information and services in ways we never thought possible, Local government share developing comprehensive digital strategies which aim to maximise the opportunities ahead for their business community, visitors and for their local residents.



At the LGMA award I was awarded a Certificate of Appreciation for my work in Local Government, these awards are presented to individuals who have made a significant contribution to local government and to LGMA over a considerable number of years. These recipients display many important qualities of leadership. They demonstrate commitment to their work and local government, they show passion for their communities, a drive for excellence, and perhaps most importantly, a desire to help others.

The comments made at the presentation are as follows:

Mark began his career, at the Shire of Plantagenet in 1980, and quickly began to work his way up the ranks and across the State, becoming Shire Clerk at the Shire of Woodanilling and then as the Shire Clerk at Shire of Pingelly in 1991. Over the years, Mark has served as a Shire Clerk and Chief Executive in a number of local governments, including the Shire of Shark Bay, the Shire of Coorow, and is currently the CEO at the Shire of Wickepin. With a couple of short departures from direct employment in the sector, including a couple of years at WALGA working as the Manager – Transport and Roads, Mark has always returned to the sector, preferring to take a hands on role in local government. Mark has also taken an active role in mentoring others, and in helping local government officers prepare themselves for executive and leadership roles. A likeable, experienced and reliable leader, Mark has spent 23 years as a Shire Clerk and Chief Executive Officer in local government.

Meetings Attended

October	
26 th	Shire of Wagin demonstration of Synergy Records
27 th	RRG Tech Group Meeting
28 th – 30 th	Attended LGMA State Conference - Pressure Makes Diamonds
November	
5 th	Main Roads - Regional Managers Update Wickepin Community Centre
6 th	Lois Paffett IT Vision
10 th	Albert Facey Committee and morning tea
11 th	RRG Dryandra Visitor Centre Narrogin
13 th	Bushfire training Shire Depot
17 th	Wheatbelt Kid Sport Level 1 Government Office, Conference room (11-13 Park St Narrogin)

Delegations

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing Cheques	October 2015	Nil
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO	Payment Plans		Rate Payers
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	Memorial Service Wickepin Seniors Christmas Lunch	12 November 2015 Friday 4 December 2015	Astbury Family Julie Russell
A13	Hire of Community Halls / Community Centre	CEO	Rehearsal for school presentation evening School Presentation Evening	November and December 2015 15 December 2015	Yealering Primary School Yealering Primary School

Recommendations:

That Council endorses the Chief Executive Officer's Report dated 3 November 2015.

Voting Requirements: Simple majority

Resolution No 181115-18

Moved Cr Astbury / Seconded Cr Hinkley

That Council endorses the Chief Executive Officer's Report dated 3 November 2015.

Carried /

13. Notice of Motions for the Following Meeting

14. Reports & Information

15. Urgent Business

Urgent Business

15.1 - Urgent Business – RAV 4 Network Roads

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	1810
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	18 November 2015

Enclosure / Attachment: Nil

Background:

Council has received a request from Adam Wedemeyer Land Logistics Coordinator CBH Group to have additional roads assessed as RAV network Roads to physically access the CBH Bin in Yealering.

The roads in question are:

Route/Site	Road	Owner	Shire	Assessment To	Section
Yealering	Coxon St	Shire	Wickepin	Network 4	Sewell Street to King Street
Yealering	King street	Shire	Wickepin	Network 4	Coxon St to Connor Road
Yealering	Connor Road	Shire	Wickepin	Network 4	Connor Road to CBH Bin Entrance

Comment:

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

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

5.5 Urgent Business

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

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested to receive a late item for approval to have additional roads assessed as RAV network roads to allow RAV 4 Network Vehicles to be able to physically access the CBH bin in Yealering.

The roads in question are:

Route/Site	Road	Owner	Shire	Assessment To	Section
Yealering	Coxon St	Shire	Wickepin	Network 4	Sewell Street to King Street
Yealering	King street	Shire	Wickepin	Network 4	Coxon St to Connor Road
Yealering	Connor Road	Shire	Wickepin	Network 4	Connor Road to CBH Bin Entrance

Recommendation:

That the Presiding Member accepts the late agenda item for the Shire of Wickepin to have additional roads assessed as RAV 4 network roads to allow RAV 4 network trucks to physically access the CBH bin in Yealering.

The roads in question are:

Route/Site	Road	Owner	Shire	Assessment To	Section
Yealering	Coxon St	Shire	Wickepin	Network 4	Sewell Street to King Street
Yealering	King street	Shire	Wickepin	Network 4	Coxon St to Connor Road
Yealering	Connor Road	Shire	Wickepin	Network 4	Connor Road to CBH Bin Entrance

Voting Requirements: Absolute Majority

Resolution No 181115-19

Moved Cr Martin / Seconded Cr Lansdell

That the Presiding Member accepts the late agenda item for the Shire of Wickepin to have additional roads assessed as RAV 4 network roads to allow RAV 4 network trucks to physically access the CBH bin in Yealering.

The roads in question are:

Route/Site	Road	Owner	Shire	Assessment To	Section
Yealering	Coxon St	Shire	Wickepin	Network 4	Sewell Street to King Street
Yealering	King street	Shire	Wickepin	Network 4	Coxon St to Connor Road
Yealering	Connor Road	Shire	Wickepin	Network 4	Connor Road to CBH Bin Entrance

Carried 7/0

Infrastructure and Engineering Services
15.2 – RAV 4 Network Roads

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: Cooperative Bulk Handling Group
File Reference: 1810
Author: Mark J Hook, Chief Executive Officer
Disclosure of any Interest: Nil
Date of Report: 18 November 2015

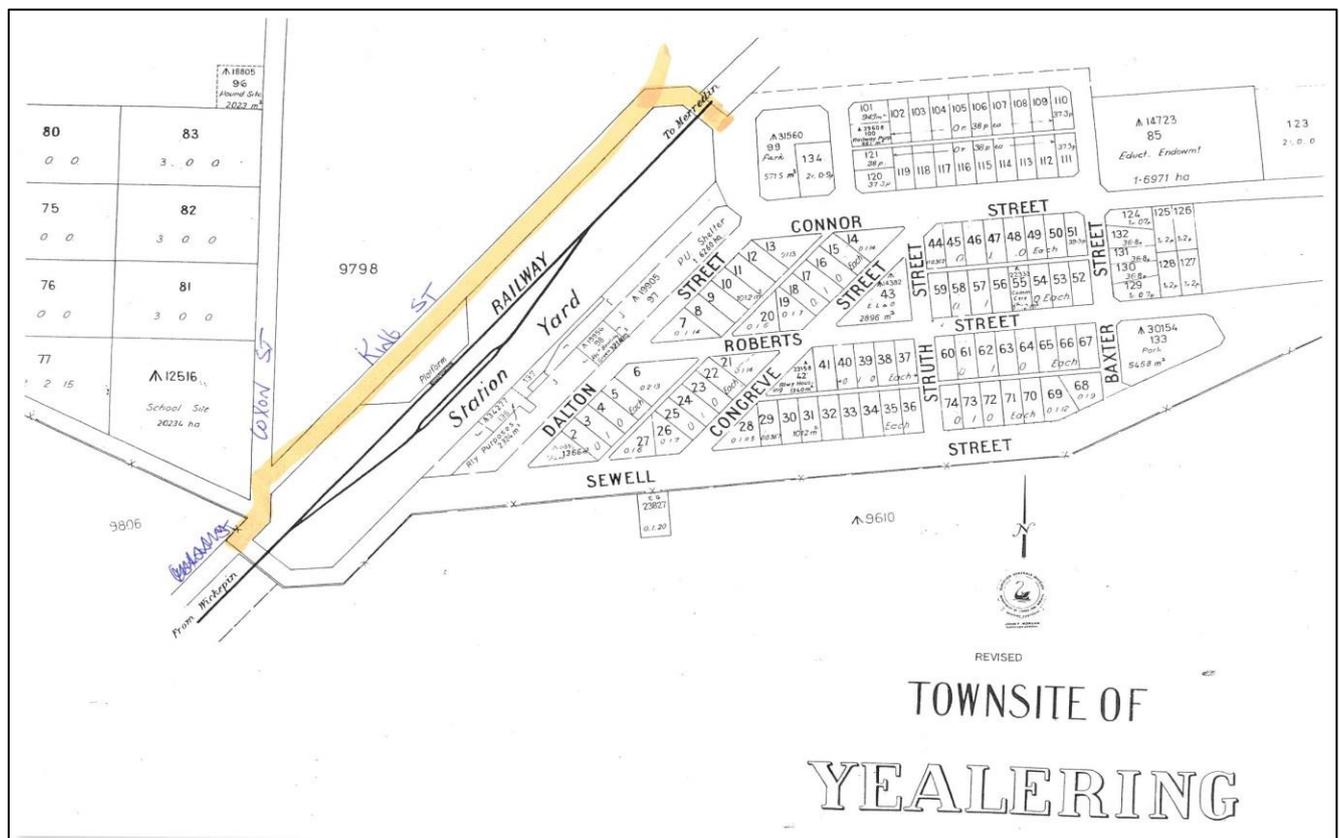
Enclosure / Attachment: Nil

Background:
 Council has received the following email from Adam Wedemeyer Land Logistics Coordinator CBH Group:

There does seem to be some additional roads that require assessment to physically access the CBH Bin in Yealering.

If possible, could you please approve the below for assessment by MRWA?

Route/Site	Road	Owner	Shire	Assessment To	Section
Yealering	Coxon St	Shire	Wickepin	Network 4	Sewell Street to King Street
Yealering	King street	Shire	Wickepin	Network 4	Coxon St to Connor Road
Yealering	Connor Road	Shire	Wickepin	Network 4	Connor Road to CBH Bin Entrance



Comment:

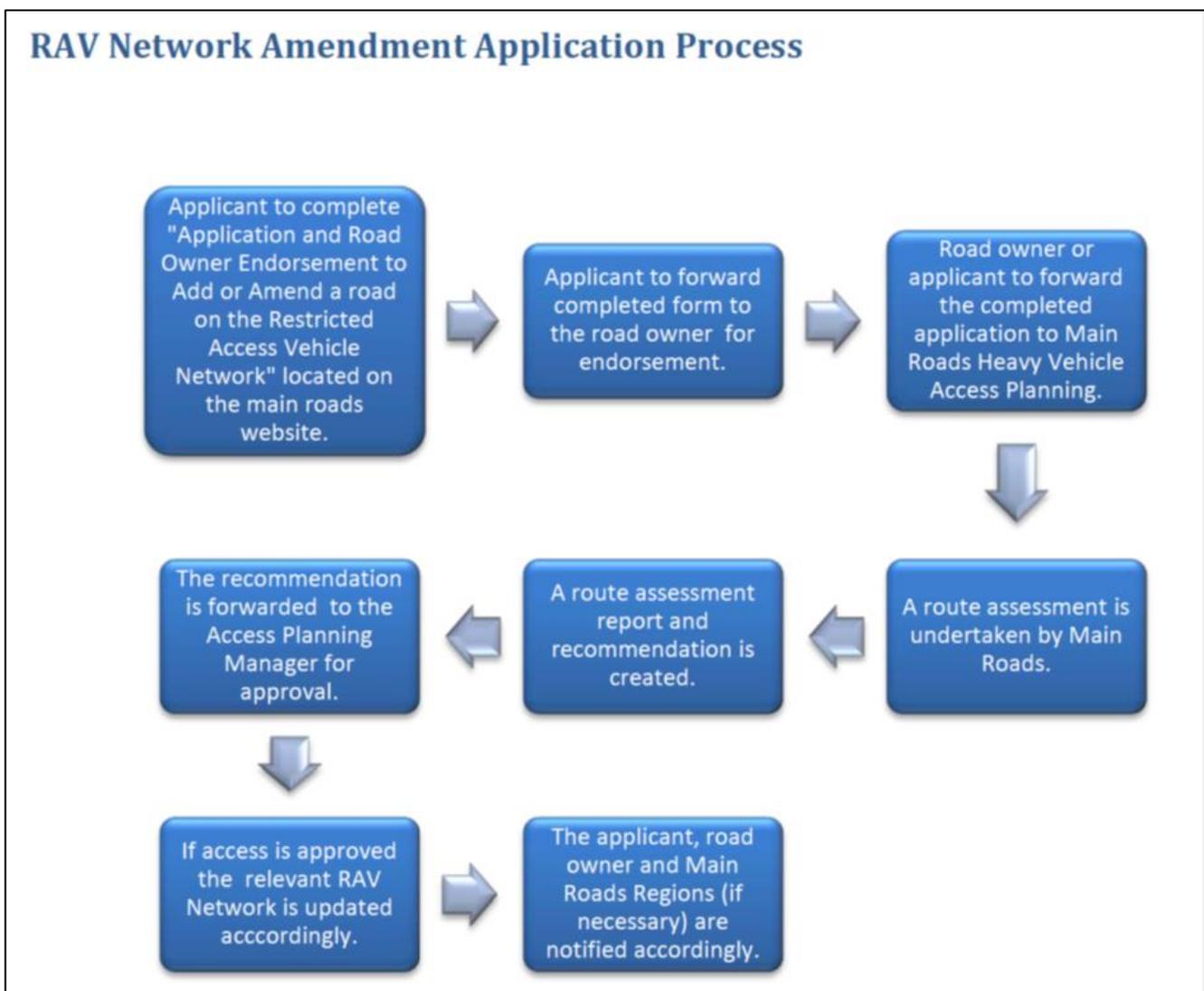
Permits are required to operate certain types of Restricted Access Vehicles (RAVs) in Western Australia (WA). Permits are an instrument issued by the Commissioner of Main Roads WA to grant access to these vehicles to certain parts of the road Network under specific operating conditions. All RAVs require a permit, unless they are authorised under a class of notice issued by either the Commissioner of Main Roads or the Director General, Transport.

These roads have been used for heavy vehicles for a number of years.

CBH have now found a number of roads within their facilities that require assessment as HAV roads.

As these roads have been utilised for a number of years as a HAV road, and it appears there has been no major issues with the road being used by heavy vehicles, the Chief Executive Officer recommends that the roads as requested be forwarded to Main Roads for listing as a RAV 4 Network Road.

It is Main Roads policy that approval from the relevant road owner is obtained before RAV access is approved. Local Governments are encouraged to consult with Heavy Vehicle Services when conducting road designs and improvements to the road network to ensure it meets requirements for the relevant RAV access that has been approved. Current practice requires the applicant to obtain written support from the road owner and forward this to Main Roads Heavy Vehicle Services together with their application.





Prime Mover, Trailer Combinations

Category	Vehicle Description and Configuration Chart (RAV) – Prime Mover, Trailer Combinations Examples	Axle Spacing Table	Length (m)	Mass (T) Maximum Permitted Mass	Height (m) (1) + max (2)	Axle Groups	RAV Network
1	(A) PRIME MOVER, SEMI TRAILER TOWING A PIG TRAILER		≤20	50	≤4.6	(4)	Network 1
	(B) PRIME MOVER TOWING AN OVERHEIGHT SEMI TRAILER		≤19	42.5	≤4.6	(4)	
	(C) SHORT B-DOUBLE		≤20	50	≤4.6	(4)	
	(D) TWINSTEER PRIME MOVER TOWING SEMI TRAILER		≤19	47.5	≤4.6	(4)	
2	(A) PRIME MOVER, SEMI TRAILER TOWING A PIG TRAILER		≤27.5	65.5	≤4.6	(4)	Network 2
	(B) PRIME MOVER TOWING SEMI TRAILER		≤20	42.5	≤4.6	(4)	
	(C) B-DOUBLE		≤27.5	67.5	≤4.6	(4)	
	(D) SHORT B TRIPLE		≤27.5	87.5	≤4.6	(4)	
	(E) CAR CARRIER SEMI TRAILER		≤25	42.5	≤4.6	(4)	
3	(A) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER		≤27.5	84	≤4.6	(4)	Network 3
	Example of Axle Groups						
4	(A) PRIME MOVER, SEMI TRAILER TOWING 6 AXLE DOG TRAILER		≤27.5	87.5	≤4.6	(4)	Network 4
	Example of Axle Group with an Optional Axle						
5	(A) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER		~27.5, ≤36.5	84	≤4.6	(4)	Network 5
	(B) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER AND CONVERTER DOLLY		~27.5, ≤36.5	87.5+d	≤4.6	(4)	
	(C) B-DOUBLE TOWING A CONVERTER DOLLY		~27.5, ≤36.5	84	≤4.6	(4)	
	(D) B-TRIPLE		~27.5, ≤36.5	84	≤4.6	(4)	
6	(A) PRIME MOVER, SEMI TRAILER TOWING 6 AXLE DOG TRAILER		~27.5, ≤36.5	87.5	≤4.6	(4)	Network 6
	(B) B-TRIPLE		~27.5, ≤36.5	87.5	≤4.6	(4)	
	(C) PRIME MOVER SEMI TRAILER TOWING A 6 AXLE TRAILER & CONVERTER DOLLY		~27.5, ≤36.5	87.5+d	≤4.6	(4)	
7	(A) PRIME MOVER, TOWING SEMI TRAILER AND B DOUBLE		~27.5, ≤36.5	107.5	≤4.6	(4)	Network 7
	(B) B-DOUBLE TOWING A DOG TRAILER		~27.5, ≤36.5	107.5	≤4.6	(4)	
9	(A) PRIME MOVER, SEMI TRAILER TOWING 2 X DOG TRAILERS		~36.5, ≤53.5	120.5	≤4.6	(4)	Network 9
	(B) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER AND CONVERTER DOLLY		~36.5, ≤53.5	84+d	≤4.6	(4)	
	(C) B DOUBLE TOWING A DOG TRAILER		~36.5, ≤44.5	107.5	≤4.6	(4)	
	(D) PRIME MOVER, SEMI TRAILER TOWING A B-DOUBLE		~36.5, ≤44.5	107.5	≤4.6	(4)	
10	(A) PRIME MOVER, SEMI TRAILER TOWING 2 X 6 AXLE DOG TRAILERS		~36.5, ≤53.5	127.5	≤4.6	(4)	Network 10
	(B) B-DOUBLE TOWING A CONVERTER DOLLY CONNECTED TO 2 SEMI TRAILERS		~36.5, ≤53.5	127.5	≤4.6	(4)	
	(C) PRIME MOVER, SEMI TRAILER TOWING 2 X 6 AXLE DOG TRAILERS		~36.5, ≤53.5	147.5	≤4.6	(4)	
	(D) B-DOUBLE TOWING 2 DOG TRAILERS		~36.5, ≤53.5	147.5	≤4.6	(4)	
	(E) DOUBLE ROAD TRAIN TOWING B-DOUBLE TRAILERS		~36.5, ≤53.5	147.5	≤4.6	(4)	
	(F) PRIME MOVER, SEMI TRAILER TOWING A 6 AXLE DOG TRAILER AND CONVERTER DOLLY		~36.5, ≤53.5	87.5+d	≤4.6	(4)	

- Operators using a category of RAV outlined in this document must operate that RAV in accordance with the OPERATING CONDITIONS and only on the network specified.
- These diagrams are a visual indication of the vehicle only.
- Operators must refer to the OPERATING CONDITIONS for the full vehicle description.
- The height of the vehicle can exceed 4.3 m but MUST NOT exceed 4.6 m when it is:
 - (i) built to carry livestock or; (ii) carrying a crane to carry livestock or; (iii) carrying vehicles on more than one deck or; (iv) carrying a multi-modal container or; (v) carrying a large indivisible item or; (vi) when operating with an appropriately licenced over height curtain side or pantech trailer.
- Maximum height of Pig Trailer only.

Heavy Vehicle Operations
 Tel: 138 HVO (138 486)
 Email: hvo@mainroads.wa.gov.au
 Website: www.mainroads.wa.gov.au



Statutory Environment:

Chain of Responsibility (CoR) Legislation

The introduction of 'Chain of Responsibility' provisions into road transport law was introduced into WA law on 27 April 2015. A comprehensive communications campaign continues to be undertaken to ensure all stakeholders and industry members are informed of the changes to existing legislation and the potential impacts on their businesses leading up to implementation. The national model Road Transport Reform (Compliance and Enforcement) Bill introduces the concept of 'Chain of Responsibility', to recognise the responsibilities that others have in the transportation of goods by road, beyond that of just the driver and operator. The general objectives of the national model bill are to:

- Improve road safety
- Reduce infrastructure damage
- Improve deterrence and enforcement;
- Promote a level playing field for industry; and
- Improve business efficiency and compliance.

There is no real change for drivers but now there are more people responsible along the 'chain'. If you are involved in any of the following 'road transport activities', you are a party in the 'chain of responsibility' and may be deemed liable in the event of a breach of the road laws:

- Consigning – a person or company commissioning the carrying of goods
- Packing – placing goods in packages, containers or pallets
- Loading – placing or restraining the load of the vehicle
- Driving – the physical act of driving a vehicle
- Operating/Managing – operating a business which controls the use of a vehicle
- Receiving – paying for the goods/taking possession of the load

The law also extends to company directors, employers, unincorporated associations and partners in a managed partnership. Put simply, it means that anyone who has control in the transport chain can be held legally accountable if by action, inaction or demand, they cause or contribute to road safety breaches. All persons within the Chain of Responsibility need to demonstrate (within their own roles):

- They had taken all reasonable steps to prevent a breach;
- There were no reasonable steps they could have taken to prevent the breach; and
- There was no way they could reasonably be expected to know about the breach.

Responsible parties within the transport and logistics chain, must be satisfied their programs and compliance systems for road transport are in place and adequately meet their obligations under the law. The Chain of Responsibility legislation is contained in the *Road Traffic (Administration) Act 2008* and the *Road Traffic (Vehicles) Act 2012*.

Policy Implications:

Current Policy T1 – 8

POLICY
ROAD TRAIN AND OVER MASS PERMITS**PURPOSE**

To formalise the process of approvals for the use of Road Trains and Over Mass Vehicles on local roads.

POLICY

1. The movement of Road Trains and Over Mass Vehicles on all roads within the Shire under the care and control of Council shall be approved by the Chief Executive Officer upon receipt of a written application by the vehicle owner.
2. Applicants shall be issued with a letter of authority by the Chief Executive Officer.
3. Approvals shall be subject to the following conditions:-
 - a) Road Train and Over Mass Vehicle use on Roads with bridges is conditional upon verification by Main Roads WA of the suitability of bridges.
 - b) Authority may be withdrawn should inclement weather result in road conditions being assessed by the Manager of Works and Services as unsuitable for use by Road Trains and Over Mass Vehicles.

ADOPTED 17th June, 1997

REVIEWED 16th May 2001
15th May, 2002

Proposed Policy to be adopted**RESTRICTED ACCESS VEHICLE PERMIT – LOW VOLUME ROAD**

OBJECTIVE: Formalise the process of Council approving Restricted Access Vehicles (RAV) on Shire of Wickepin approved Low Volume Roads (LV) as designated by Main Roads Western Australia and to allow primary producers in the Shire of Wickepin to conduct seasonal movements of primary produce and primary input materials throughout the Shire of Wickepin in a coordinated and controlled manner.

Council delegates authority to the CEO to grant Council approval to RAV applications in accordance with this policy.

A LV road is generally an unsealed rural road with a traffic volume of less than 75 vehicles per day. These roads are narrower and generally only approved for use during harvest and other local seasonal activities.

All LV roads require the approval from Council before use.

There are two standards of LV roads, type A and type B. Type B is narrower and considered a single lane road (i.e. trafficable running surface of > 4 metres).

LOW VOLUME CONDITION TYPE A

Current written approval from Council, permitting use of the road, must be obtained, carried and produced on demand. Approval is granted subject to the following conditions:

- Transport operators must avoid school bus routes between the hours of 7am to 9am and 3pm to 5pm on school days, and to show courtesy to school buses and local traffic at all times.
- Headlights must be switched on at all times.
- Operation during daylight hours only.
- No operation on unsealed roads when visibly wet.
- Direct radio contact must be maintained with other RAV's to establish their position on or near the road (UHF channel 40).

LOW VOLUME CONDITION TYPE B

Current written approval from Council, permitting use of the road, must be obtained, carried and produced on demand. Approval is granted subject to the following conditions:

- Transport operators must avoid school bus routes between the hours of 7am to 9am and 3pm to 5pm on school days, and show courtesy to school buses and local traffic at all times.
- Headlights must be switched on at all times.
- Operation during daylight hours only.
- No operation on unsealed road segment when visibly wet.
- Direct radio contact must be maintained with other RAV's to establish their position on or near the road (UHF channel 40).
- Single lane road; road not to be entered until driver has established by radio contact that there is no other RAV on the road travelling in the oncoming direction.
- Maximum speed limit of 40kmh.

Financial Implications: No cost to Council

Strategic Implications: Fits within them one of Councils adopted Community Strategic Plan

Theme 1 – To Develop and Maintain Quality Services and Infrastructure

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

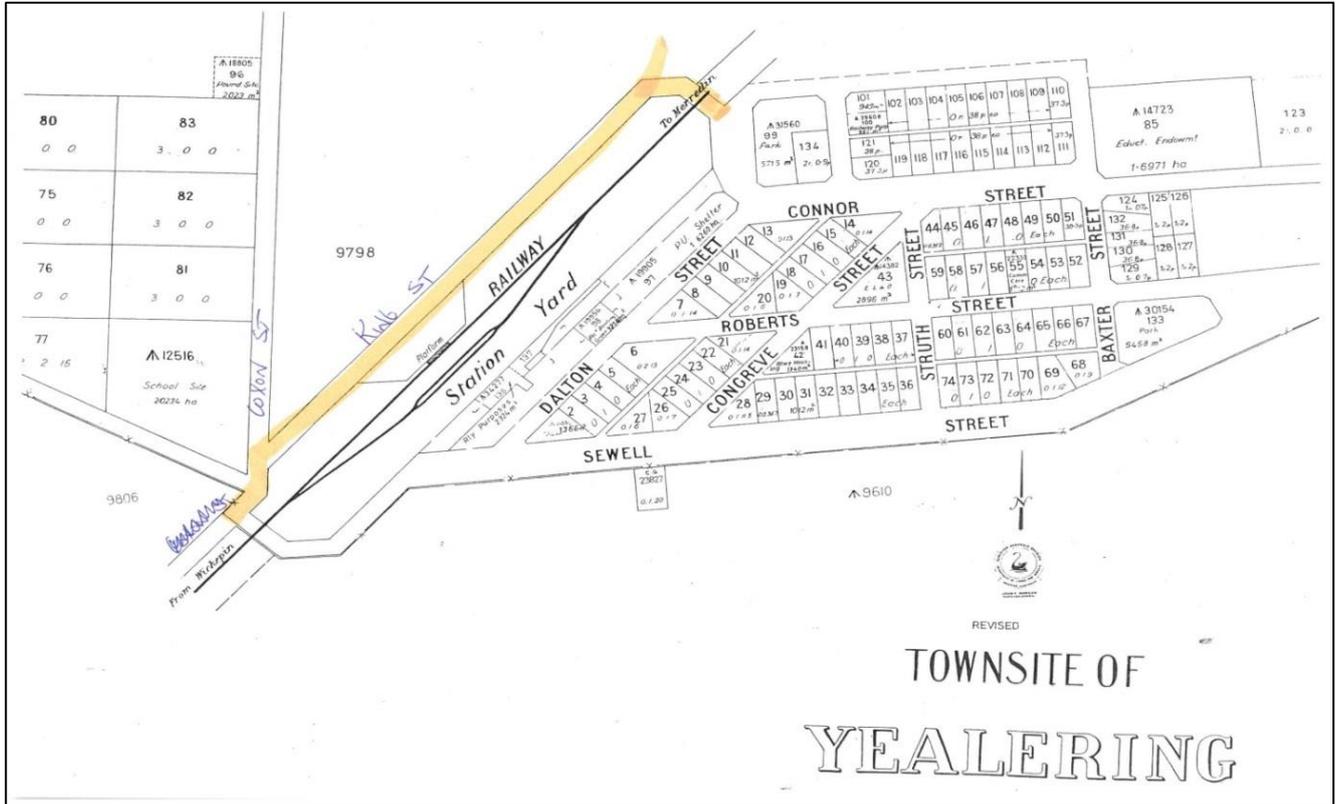
Summary:

Council is being requested to forward Coxon Street, King Street and Connor Road to Main Roads for listing as a RAV 4 Network Roads.

Recommendation:

That Council request Main Roads to add the following to the RAV 4 Network:

Route/Site	Road	Owner	Shire	Assessment To	Section
Yealering	Coxon St	Shire	Wickepin	Network 4	Sewell Street to King Street
Yealering	King street	Shire	Wickepin	Network 4	Coxon St to Connor Road
Yealering	Connor Street	Shire	Wickepin	Network 4	Connor Street to CBH Bin Entrance



Voting Requirements:

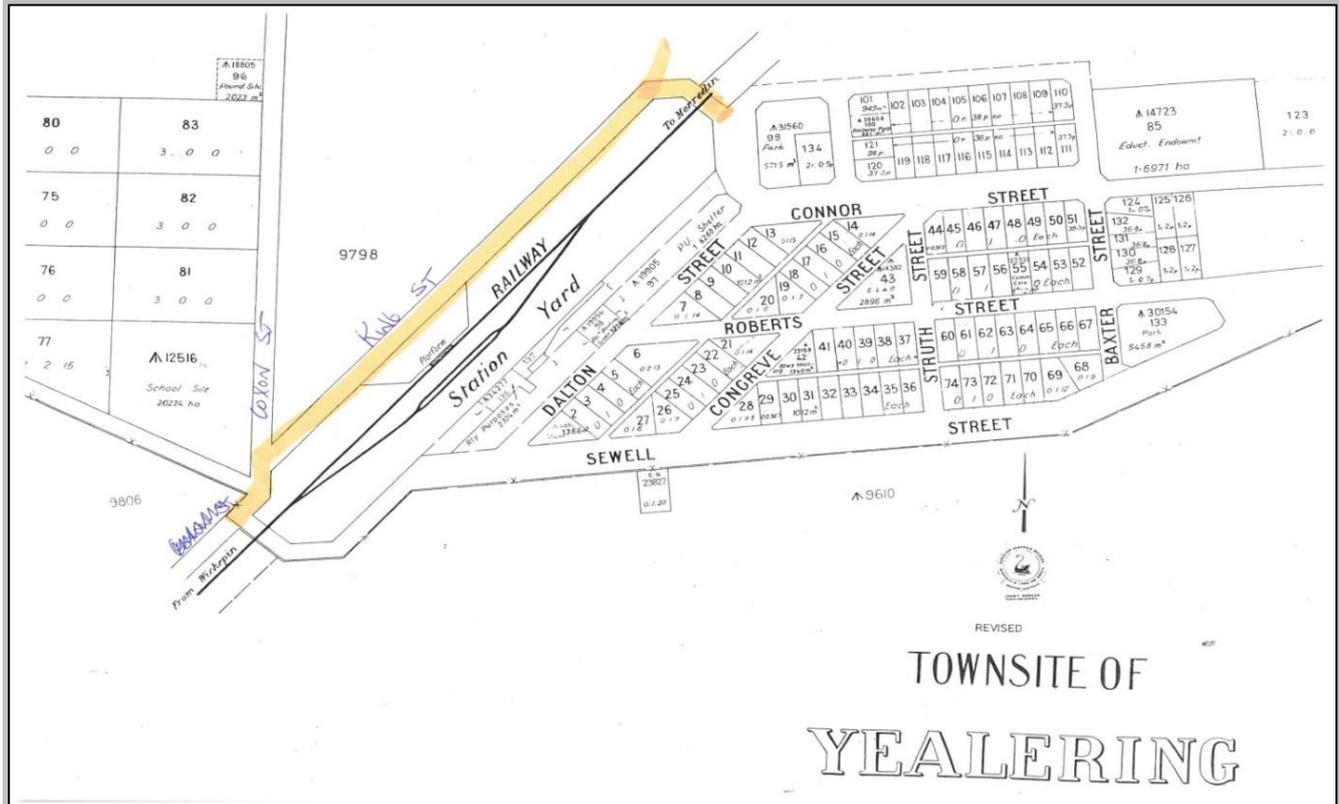
Simple majority

Resolution No 181115-20

Moved Cr Martin / Seconded Cr Hinkley

That Council request Main Roads to add the following to the RAV 4 Network:

Route/Site	Road	Owner	Shire	Assessment To	Section
Yealering	Coxon St	Shire	Wickepin	Network 4	Sewell Street to King Street
Yealering	King street	Shire	Wickepin	Network 4	Coxon St to Connor Road
Yealering	Connor Street	Shire	Wickepin	Network 4	Connor Street to CBH Bin Entrance



Carried 7/0

15.3 Urgent Business

The issue of Total Fire Bans and Harvest Bans was discussed.

16. Closure

There being no further business the Presiding Officer declared the meeting closed at 5.57pm.