

Minutes

ORDINARY MEETING OF COUNCIL 20 FEBRUARY 2013 COUNCIL CHAMBERS WICKEPIN



Table of Contents

1.	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	3
2.	PUBLIC QUESTION TIME	3
3.	APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES.....	3
4.	PETITIONS, MEMORIALS AND DEPUTATIONS	3
5.	DECLARATIONS OF COUNCILLOR'S AND OFFICER'S INTEREST	4
6.	CONFIRMATION OF MINUTES – ORDINARY MEETING OF COUNCIL – 20 DECEMBER 2012.....	4
7.	RECEIVAL OF MINUTES	4
7.1	TOWNSCAPE & CULTURAL PLANNING COMMITTEE MEETING	5
7.2	LIFESTYLE RETIREMENT COMMITTEE	6
8.	STATUS REPORT	7
9.	NOTICE OF MOTIONS OF WHICH NOTICE HAS BEEN GIVEN.....	8
10.	RECEIPT OF REPORTS & CONSIDERATION OF RECOMMENDATIONS	8
 TECHNICAL SERVICES		
10.1.01	– MANAGER WORKS AND SERVICES REPORT	9
10.1.02	– NEPOWIE SHEEP STUD – ACCESS BRIDGE.....	12
10.1.03	– RAC DISCUSSION PAPER 2012	17
10.1.04	– ROAD CLOSURE – LOT 22 WOGOLIN ROAD, WICKEPIN	19
10.1.05	– GLYPHOSATE RESISTANCE ON ROAD RESERVES	24
 GOVERNANCE, AUDIT AND COMMUNITY SERVICES		
10.2.01	– FINANCIAL REPORT	29
10.2.02	– LIST OF ACCOUNTS	32
10.2.03	– EHO/BUILDING SURVEYOR'S REPORT	41
10.2.04	– COMMUNITY DEVELOPMENT OFFICER'S REPORT	42
10.2.05	– 2011/2012 ANNUAL REPORT.....	45
10.2.06	– DEMC UN-DEFENDABLE AREAS	47
10.2.07	– LOCAL GOVERNMENT NOMINATIONS DEVELOPMENT ASSESSMENT PANELS	49
10.2.08	– WATERSHED NEWS - COMPUTER.....	53
10.2.09	– WHEATBELT SOUTH SBC - DONATION.....	56
10.2.10	– 2012/2013 BUDGET REVIEW	59
10.2.11	– GREAT SOUTHERN FUELS – WICKEPIN 24HOUR FUEL FACILITY AGREEMENT	66
 TOWNSCAPE AND CULTURAL PLANNING		
10.3.01	– TOWNSCAPE & CULTURAL PLANNING COMMITTEE MEETING RECOMMENDATIONS	70
 LIFESTYLE RETIREMENT		
10.4.01	– LIFESTYLE RETIREMENT COMMITTEE MEETING RECOMMENDATIONS	72
11.	PRESIDENT'S REPORT	74
12.	– CHIEF EXECUTIVE OFFICER'S REPORT	74
13.	NOTICE OF MOTIONS FOR THE FOLLOWING MEETING	82
14.	REPORTS & INFORMATION	82
15.	URGENT BUSINESS	82
16.	CLOSURE	82

**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 20 February 2013**

The President declared the meeting open at 6.37pm.

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

Deputy Shire President	Cr JA Russell	Presiding Officer
Councillors	Cr DJ Astbury	
	Cr FA Allan	
	Cr AG Lansdell	
	Cr KL Coxon	
	Cr RE Easton	
Chief Executive Officer	Mr MJ Hook	

Leave of Absence (Previously Approved)

Cr GCL Hinkley Resolution No: 201212-01

Apologies

Shire President Cr SJ Martin

2. Public Question Time No member of Public in attendance

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

In attendance:

6.37pm - Mr Mohammad Siddiqui – Main Roads Regional Manager entered the chambers.

Mr Mohammad Siddiqui – Main Roads Regional Manager discussed items that were raised by Council in relation to Main Roads WA operations within the Shire of Wickepin;

- Grain Freight Budget totalling \$124 Million, Original Budget \$118 Million being State \$52 Million Local Government \$66 Million Addition \$6 Million Road Trauma Trust Fund.
- Grain Freight projects are progressing well. Wickepin East 6km should be finished end February with only the tidy up to be done. 800 metres has failed final inspection and is being redone.
- Elsinore 80% of Line Marking Finished.
- Albany Highway receiving two new passing lanes North of Crossman's this financial year.
- Requested Shire to look at signing the *WA Road Traffic Code 2000* Regulation 297(2) Instrument of Authorisation.
- 50km Yealering Sign to be replaced.

Cr Astbury asked about the finished Job on the Williams Kondinin Road and Mr Mohammad Siddiqui advised that a section of this road had failed Main Roads Standards and was being redone.

7.19pm - Mr Mohammad Siddiqui – Main Roads Regional Manager Left the chambers.

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

6. Confirmation of Minutes – Ordinary Meeting of Council – 20 December 2012

Resolution No 200213-01

Moved Cr Coxon / Seconded Cr Allan

That the minutes of the Ordinary Council meeting held on Wednesday 20 December 2012 be confirmed as a true and correct record.

Carried 6/0

7. Receival of Minutes

Receival of Minutes

7.1 Townscape & Cultural Planning Committee Meeting

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Leah Pearson, Executive Support Officer
File Reference:	206
Author:	Leah Pearson, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	13 February 2013

Enclosure / Attachment:

Minutes of the Townscape & Cultural Planning Committee Meeting held on Wednesday 13 February 2013.

Background:

The Townscape & Cultural Planning Committee Meeting was held on Wednesday 13 February 2013.

Comment:

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

Statutory Environment:

Section 5.22 of the Local Government Act 1995

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the minutes of Townscape & Cultural Planning Committee Meeting held on Wednesday 13 February 2013 be received.

Voting Requirements: Simple majority

Resolution No 200213-02

Moved Cr Astbury / Seconded Cr Lansdell

That the minutes of Townscape & Cultural Planning Committee Meeting held on Wednesday 13 February 2013 be received.

Carried 6/0

Receival of Minutes

7.2 Lifestyle Retirement Committee

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Leah Pearson, Executive Support Officer
File Reference:	
Author:	Leah Pearson, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	13 February 2013

Enclosure / Attachment:

Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 13 February 2013.

Background:

The Lifestyle Retirement Committee Meeting was held on Wednesday 13 February 2013.

Comment:

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

Statutory Environment:

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

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 13 February 2013 be received.

Voting Requirements: Simple majority.

Resolution No 200213-03

Moved Cr Allan / Seconded Cr Astbury

That the Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 13 February 2013 be received.

Carried 6/0

8. Status Report

Item	Subject/Action	Officer/ File	Progress	Status	Comment
318-171012-11	Wagin Regional Waste Group - 2011-2012 budget	CEO	That the President and Chief Executive Officer signs the amended MOU for the Regional Waste Group as outlined in the minutes of Octobers Council Meeting Resolution No. 171012-011.	○	Still waiting for amended MOU for signing.
329-201212-04	Proposed Road Widening – Narrogin-Kondinin Road	CEO	That Council at its meeting of 20 th December 2012 concurred to the dedication of the land, subject of Main Roads drawing 0360 – 099 2, as road under section 56 of the Land Administration Act.	✓	No further action required.
330-201212-05	Wickepin-Harrismith Road Widening – Tincurrin North Road to Harrismith North Road	CEO	That Council consider in its 2013/14 budget deliberations commencing widening the Wickepin-Harrismith Road from Tincurrin North Road to Harrismith North Road during 2013-2014 in stages of 5km each year.	✓	Has been added to the 2013/2014 Budget File.
331-201212-11	Wickepin 24 Hour Fuel Facilities	CEO	That the Shire of Wickepin enter into Negotiations with Great Southern Fuels for the management of Councils 24 hour Fuel Facility in Wickepin.	✓	Agreement in February 2013 agenda.
332-201212-12	Relics Rod and Kustom Club Harrismith Air Strip	CEO	That Council advise the Relics Rod & Kustom Club (Inc.) that it is willing to discuss the use of the Harrismith Airstrip for a time trial rally event for pre 1972 vintage and modified vehicles.	✓	Letter forwarded. No response received.
333-201212-13	Wheatbelt Integrated Aged Support and Care Solution/s Project	CEO	That Council Contributes \$5,000 as an unbudgeted amount to the Wheatbelt Integrated Aged Support and Care Solution/s project.	✓	Letter forwarded. Wickepin is part of project.
334-201212-14	Joint LEMC Community Emergency Services Officer	CEO	That Council advise the Shire of Narrogin: 1. That Council supports the Shire of Narrogin in managing the position 2. That Council requires a written and signed agreement between the four Local Authorities fully outlining each Local Authorities responsibilities and costs. 3. That Council make funds available this year toward the position as long as item two is finalised and signed by each Local Authority. 4. That Council Endorses Mr Mark Hook CEO Shire of Wickepin being part of the selection panel. And: 1. That Council place an amount of \$5,500 in the 2013/14 Budget Estimates for this position.	✓	Shire of Narrogin advised. No response received to date. Amount in 2013/14 budget file.
335-201212-15	WALGA Info Page – Metropolitan Local Government Review Panel	CEO	That the Shire of Wickepin advises the Western Australian Local Government Association that it fully supports the Associations Recommendations as outlined in the table in the minutes of Decembers Council Meeting Resolution No. 201212-15.	✓	Forwarded to WALGA.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
336- 201212-16	Dual Fire Control Officers – Shire of Corrigin	ESO	That council appoints Mr. Craig Jespersen and Mr. Greg Doyle as Dual Fire Control Officers from the Shire of Corrigin for the 2012/2013 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.	✓	Confirmation Letter sent to Shire of Corrigin on 9 January 2013.
337- 201212-17	2010/2011 Annual Audit Report	CEO	That Council receives the Annual Audit and Management Reports provided by Byfields Accountants and Financial Advisors for the year ended 30 June 2012.	✓	Report forwarded to DLG.

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

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:	14 February 2013

Enclosure / Attachment: MWS Works Register 2013

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

Comment:

Programmed Construction Works

- Wickpin – Pingelly Road - Culverts have been extended, road formation has been completed and all of the gravel has been carted onto the job. Mixing and water binding is now in progress. It is anticipated that the bitumen primer seal will be completed by early March.
- Avery corner - Surface correction and tree removal are progressing. It is anticipated that this project should also be completed by the middle of March.
- Installation of new reticulation system at the Wickpin Sports Oval - This system is now functioning properly. The automatic chlorination system has required some adjustment after it was realised that the rate was excessive and it began to kill the grass.
- Wickpin Fuel Facility Construction - The concrete works are in progress. This will be followed by the installation of all infrastructures.

Maintenance Works

- Major repairs to the Wickpin-Harrismith Road - Damage caused by flooding during January is now under repair. The main type of damage sustained was to culverts.
- Gazebo located in the main street - The wood floor has been replaced with concrete.
- Yealering Cemetery Upgrade - Ongoing works are progressing well however there has been a problem with rabbits destroying newly planted shrubs. A baiting program has been activated.
- Roadside Spraying - Some roadside spraying (targeting tree suckers) has commenced.

Parks and Gardens

General, ongoing maintenance. Weed spraying, mowing, fertilising, pruning and reticulation repairs.

Occupational Health and Safety

There have been no reportable incidents this month.

Workshop

- General ongoing servicing and repairs.
- Repairs to buildings.

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 14 February 2013 with Fraser Road being changed to Murray Road.

Voting Requirements: Simple majority

Resolution No 200213-04**Moved Cr Astbury / Seconded Cr Easton**

That council notes the report from the Manager of Works and Services dated 14 February 2013 with Fraser Road being changed to Murray Road.

Carried 6/0

MWS Work Register - 2013

	Date of Request	Area	Action Requested	Requested by	Completed Y/N	Date Completed	Notes
2012	16/06/12	Wickpin	Lights on the oval need replacing.	Footy/Hockey clubs	○		To be completed 20 February 2013.
	4/07/12	Wickpin	The gravel sheeting on Watts Road.	Technical Services Committee	○		Clearing and earthworks completed. Gravel sheeting has been sourced. To be done next winter.
	4/07/12	Yealering	Resumption on Lomas Road.	Technical Services Committee	✓	Feb 2013	Main Roads is now handling.
	4/07/12	Harrismith	Drainage in Harrismith footpath area. New drainage to be placed behind kirb.	Technical Services Committee	○		Part of the summer works program. Footpath finished, drainage to be completed by March.
	April 2013	Wickpin	Arts and Craft - Building to receive a clean up for Art Trail event in May. Cobwebs, help hanging artwork, large cracks in walls need patching.	Natalie Manton	○		Will be completed April/May.
	20/08/12	Wickpin	Fuel Depot	Pete Vlahov	○		In the process of doing the concrete, followed by infrastructure.
	20/08/12	All	Refuse Sites Signage	Pete Vlahov	○		Ordered signage. Signs received. Being installed.
	20/08/12	Yealering	Yealering Flag Pole is down.	Natalie Manton	✓	14/02/2013	New Pole ordered. Pete to investigate.
	24/08/12	Wickpin	Extend Culverts - Wickpin North Road - Black Spot Job	Pete Vlahov	○	27/08/2012	50% completed by maintenance crew. Should be completed by Feb 2013.
	3/10/12	Wickpin	Exit Light on footy oval side of community centre.	Felicity Astbury	○		To be checked by Allan Ramsay.
January	27/11/2012	Wickpin	Saplings coming up in the water table and road verge along the Wickpin - plingelly Road, Bushby Road, Pauley Road and others. Need spraying.	Linley Rose	○		Will do when Spraying program commences (after first winter rain).
	18/01/2013	Harrismith	Dongas in Harrismith - air conditioner to be repaired and fly screen replaced.	Trisha Ledwith	✓	Feb 2013	Fly screens done. Air Response to do air con in Jan/Feb.
	Jan 2013	Yealering	Road sweeper to sweep town.	Pete Vlahov	✓	Jan 2013	Completed.
	Jan 2013	Wickpin	Waste oil to be taken away from recycle centre by Wren Oil.	Pete Vlahov	✓	Jan 2013	Completed.
	Jan 2013	Wickpin	Repairs at pool.	Pete Vlahov	✓	Jan 2013	Completed.
	Jan 2013	All	Storm damage repairs.	Pete Vlahov	○		Hired contractors for rebuilding of culverts etc.
	31/01/13	Harrismith	Drive Trail sign by Railway crossing has been knocked down - needs putting up in a different spot. Arrows have also been knocked down.	Sue Astbury	○		Will be completed by mid March.
February	31/01/13	Harrismith	Murray Road sign needs replacing.	Julie Murray	○		Signs ordered.
	08/02/13	Harrismith	Standpipe on Wogolin Road/Harrismith North Road is leaking.	Arron Quartermaine	○		Phil to fix 14/02/2013
	08/02/13	Wickpin	Yarling Brook sign reads wrong - needs replacing.	Helen Sands	○		Main Roads have been notified.
	09/02/2013	Harrismith	Need a white line at the stop sign at the crossroads of North Tincurrin Road and Stock Route Road. Sparks road has trees down that needs clearing.	Sue Sparks	○		Main Roads have been notified. Pete to complete.
	13/02/2013	Harrismith	Harrismith footpath needs attention.	Townscape Committee	○		Pete to complete.
March	13/02/2013	Wickpin	Dump Point Signs are missing.	Townscape Committee	○		Natalie Manton is chasing up.

Infrastructure and Engineering Services

10.1.02 – Nepowie Sheep Stud – Access Bridge

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Nepowie Sheep Stud
File Reference:	2607
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	8 January 2013

Enclosure / Attachment: Nil

Background:

This item was presented to the Forum Session in December 2012 where it was requested to bring this forward as a full Agenda Item for the February 2013 Council Meeting.

Comment:

Council requested information on the bridge over the drain for the rear access track into Nepowie Sheep Stud residences and sheep selling complex. The Chief Executive Officer has undertaken an inspection of the bridge and the bridge is in a poor state with the main pylons and bearers looking reasonable old.

Main Roads have advised there is a problem with one of the Stringers and major damage to the scupper rails and the main bridge railings. The broken stringer is the reason for the two tonne limit placed on the bridge by Main Roads WA.

There is no bridge identification number on the bridge, but Main Roads have advised the Chief Executive Officer that bridge number 5344 was allocated to this bridge in January 2008 after the Main Roads Region confirmed the existence of the bridge.

The Chief Executive Officer forwarded the following diagram to Regional Department of Lands requesting the following information;

Please find attached the maps showing the Bridge on Vacant Crown Land

What I need to know is

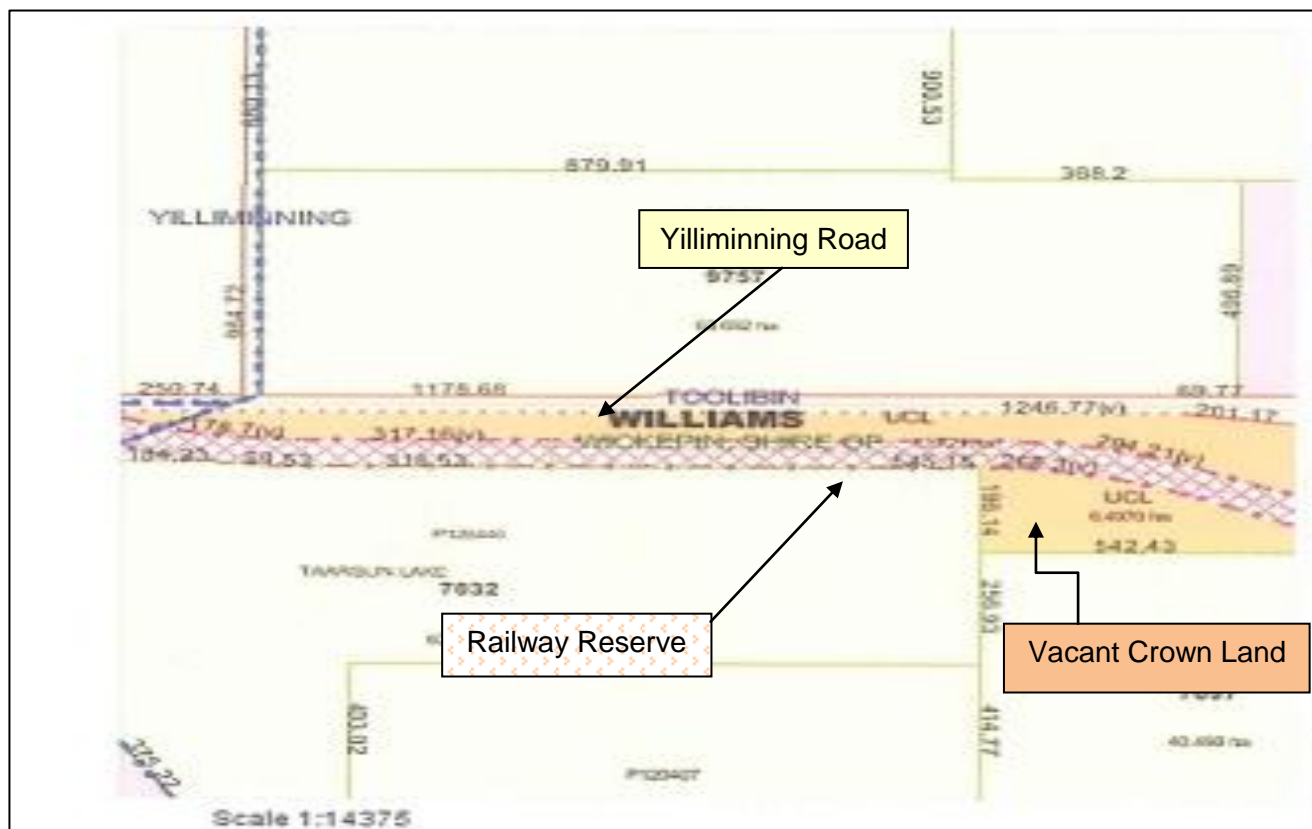
1. *Who is responsible for the bridge?*
2. *Is the bridge on vacant crown lands and not a road reserve?*
3. *Was there ever a gazetted road closed over the bridge?*



The Mapping from Landgate clearly shows the land between the Yilliminning Road Reserve and the Railway Reserve as Vacant Crown Land. The mapping clearly shows the bridge clearly sitting within the Vacant Crown Land area.

There appears to be no road reserve for the track from Yilliminning Road to the Nepowie land which has the 5344 numbered bridge on it.

Below is Mapping from Landgate clearly showing the road and railway reserves along with the Vacant Crown Land;



Council received an email from Kerrie Bridger State Land Officer Wheatbelt Department of Regional Development and Lands in reply to Councils question on the bridge. The reply reads;

I have conducted an historical tenure search over the surrounding areas of the bridge.

I can confirm that the bridge is on Unallocated Crown Land (UCL) under the Land Administration Act 1997. I have been unable to find any evidence to suggest that a gazetted road was ever closed over the bridge. The Department of Regional Development and Lands (RDL) considers that it is not responsible for the bridge as no approval or tenure has ever been granted over the land.

A search of the adjacent freehold land reveals that the land has been owned by McDonald White and Co Pty Ltd since 2/8/1966.

Discussions have been held with Anthony Humphreys Asset Manager Structures Goldfields Esperance, Wheatbelt North and Wheatbelt South Regions Regional Services Directorate Main Roads WA who forwarded the following reply to Councils request for information on this bridge;

Bridge in question is Bridge 5344.

To answer your questions:

- 1. Who is responsible for the bridge - Currently ownership sits with the Local Government as the bridge is on vacant crown land. But it is possibly a Private bridge on the grounds that it is an occupiers crossing.*
- 2. Is the bridge on vacant crown lands and not a road reserve – Our records in 2008 showed the bridge to be on vacant crown land.*
- 3. Was there ever a gazetted road closed over the bridge – not to our knowledge, there is no “old” road reserve boundaries visible at this location when the title search was done.*

History of the bridge to date:

- May 2001 Bridge received a visual inspection – from a Main Roads Inspector from the Perth office.*
- Dec 2007 question asked re ownership, if still exists and GPS location*
- Jan 2008 Region confirmed existence of bridge, GPS location. Following that bridge was allocated a number 5344.*
- Oct 2008 received a 2t Load Limit following an engineering assessment – due to the failed stringer in Span 1.*
- 18th Nov 2008 Letter to Shire re bridge asking the questions re ownership, plans to repair bridge.*
- Jan 2009 Bridge was considered for replacement on the 2010/11 Bridge programme, Shire provided estimate \$13,000 to replace it with 2 barrel 600dia pipe culvert.*
- Mar 2009 2t load limit signs were installed on bridge.*
- Mar 2010 A meeting with Shire advising bridge did not receive funding for replacement on 2010/11 programme “Not on a gazetted road hence not a candidate to receive special project funds”*

Council at this stage has no responsibility for the bridge as it is on Unallocated Crown Land and the current land owner has good access to his property.

Council has no responsibility for bridge 5344 as it does not sit within any existing or past road reserve. Council should request Main Roads to remove the bridge number 5344 from the bridge as it is not a Council Bridge or Structure that is eligible for funding.

Any Maintenance or refurbishment of the bridge should be at the land owner's expense and the land owner needs to request The Department of Regional Development and Lands for tenure of the vacant land to allow the bridge structure to remain.

Statutory Environment:*Land Administration Act 1997**Definitions**Unallocated Crown land means Crown land —*

- (a) *in which no interest is known to exist, but in which native title within the meaning of the Native Title Act 1993 of the Commonwealth may or may not exist; and*
- (b) *which is not reserved, declared or otherwise dedicated under this Act or any other written law;*

58. *Closing roads*

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

Policy Implications: Nil**Financial Implications:** Nil**Strategic Implications:** Nil**Summary:**

Council is being requested to have Main Roads remove Bridge Number 5344 from the structure as it feels it is not a Council managed or constructed bridge.

Council should also advise the owners of the adjoining land to request the care control and the responsibility of the bridge 5344.

Recommendation:

1. That Council request Main Roads to remove the bridge number 5344 from the bridge as it is not a Council Bridge or Structure that is eligible for funding.
2. That Council also advise the owners of the adjoining land to request the care control and the responsibility of the bridge 5344.

Voting Requirements: Simple majority**Resolution No 200213-05****Moved Cr Coxon / Seconded Cr Lansdell**

1. That Council request Main Roads to remove the bridge number 5344 from the bridge as it is not a Council Bridge or Structure that is eligible for funding.
2. That Council also advise the owners of the adjoining land to request the care control and the responsibility of the bridge 5344.

Carried 6/0

Infrastructure and Engineering Services

10.1.03 – RAC Discussion Paper 2012

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	8 January 2013

Enclosure / Attachment: Road Safety Reform - RAC Discussion Paper

Background:

The RAC WA has released a Road Safety Reform RAC Discussion Paper 2012. The purpose of this discussion paper is to stimulate discussion and debate around how the existing Road Safety structures could be strengthened or improved in the interest of delivering better road safety outcomes.

Comment:

Attached under separate cover is the complete Road Safety Reform RAC Discussion Paper 2012 which should be read in conjunction with the comments with in this report.

It is agreed by the Chief Executive officer that the current situation largely represents a confused and disjointed approach to road safety in Western Australia.

The government can ask either the Office of Road Safety (ORS) or, the Road Safety Council for policy advice. If it asks the Council, the request comes through the ORS which prepares the papers for the Council. The Road Safety Council will then request ORS to research the issue and provide their advice back to the Road Safety Council.

The ORS will, in many cases, commission external bodies to do this research and provide advice. Once that advice is received, the ORS will present it back to The Road Safety Council for decision. The Road Safety Council who will then communicate its decision/ recommendation back through the ORS to the relevant Minister.

As stated in the RAC Discussion Paper 2012 there are a number of key elements in the existing model which have the potential to deliver significant benefits in terms of policy leadership and coordination of on-ground delivery of programs. However these individual elements can often create duplication of effort and inconsistent outcomes to drive policy reforms. These issues could be addressed by strengthening the elements of the existing model and clarifying their authority and standing within the current process; or through adopting an alternative model or process.

The Alternative model as outlined within the RAC Discussion Paper 2012 does appear to be a better model than the existing model in place and should deliver a more independent and efficient strategic policies on Road Safety in Western Australia.

It is therefore recommended by the Chief Executive that the Shire of Wickpin should provide the following feedback to the RAC on the RAC Discussion Paper 2012;

The Shire of Wickpin agrees that although the current model for Road Safety in WA has been working well over the past years there is a need for a rethink of the overall operations of Road Safety in WA.

The Shire of Wickpin supports the RAC WA alternative model outlined under section 2 within the RAC Discussion Paper 2012

Statutory Environment: *Land Administration Act 2000
Road Safety Council Act 2002 as amended 2011
Road Traffic Act 1974*

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested to provide comment and feedback on the RAC WA Road Safety Forum RAC Discussion Paper 2012.

Recommendation:

That Council inform the RAC WA that the Shire of Wickpin provides the following feedback and comments on the Road Safety Forum RAC Discussion Paper 2012;

Feedback/comment

1. The Shire of Wickpin agrees that although the current model for Road Safety in WA has been working well over the past years there is a need for a rethink of the overall operations of Road Safety in WA.
2. The Shire of Wickpin supports the RAC WA alternative model outlined under section 2 within the RAC Discussion Paper 2012

Voting Requirements: Simple majority

Resolution No 200213-06

Moved Cr Astbury / Seconded Cr Allan

That Council inform the RAC WA that the Shire of Wickpin provides the following feedback and comments on the Road Safety Forum RAC Discussion Paper 2012;

Feedback/comment

1. The Shire of Wickpin agrees that although the current model for Road Safety in WA has been working well over the past years there is a need for a rethink of the overall operations of Road Safety in WA.
2. The Shire of Wickpin supports the RAC WA alternative model outlined under section 2 within the RAC Discussion Paper 2012

Carried 6/0

Infrastructure and Engineering Services

10.1.04 – Road Closure – Lot 22 Wogolin Road, Wickepin

Submission To:

Ordinary Council

Location / Address:

Whole Shire

Name of Applicant:

Mark J Hook, Chief Executive Officer

File Reference:

Author:

Mark J Hook, Chief Executive Officer

Disclosure of any Interest:

Nil

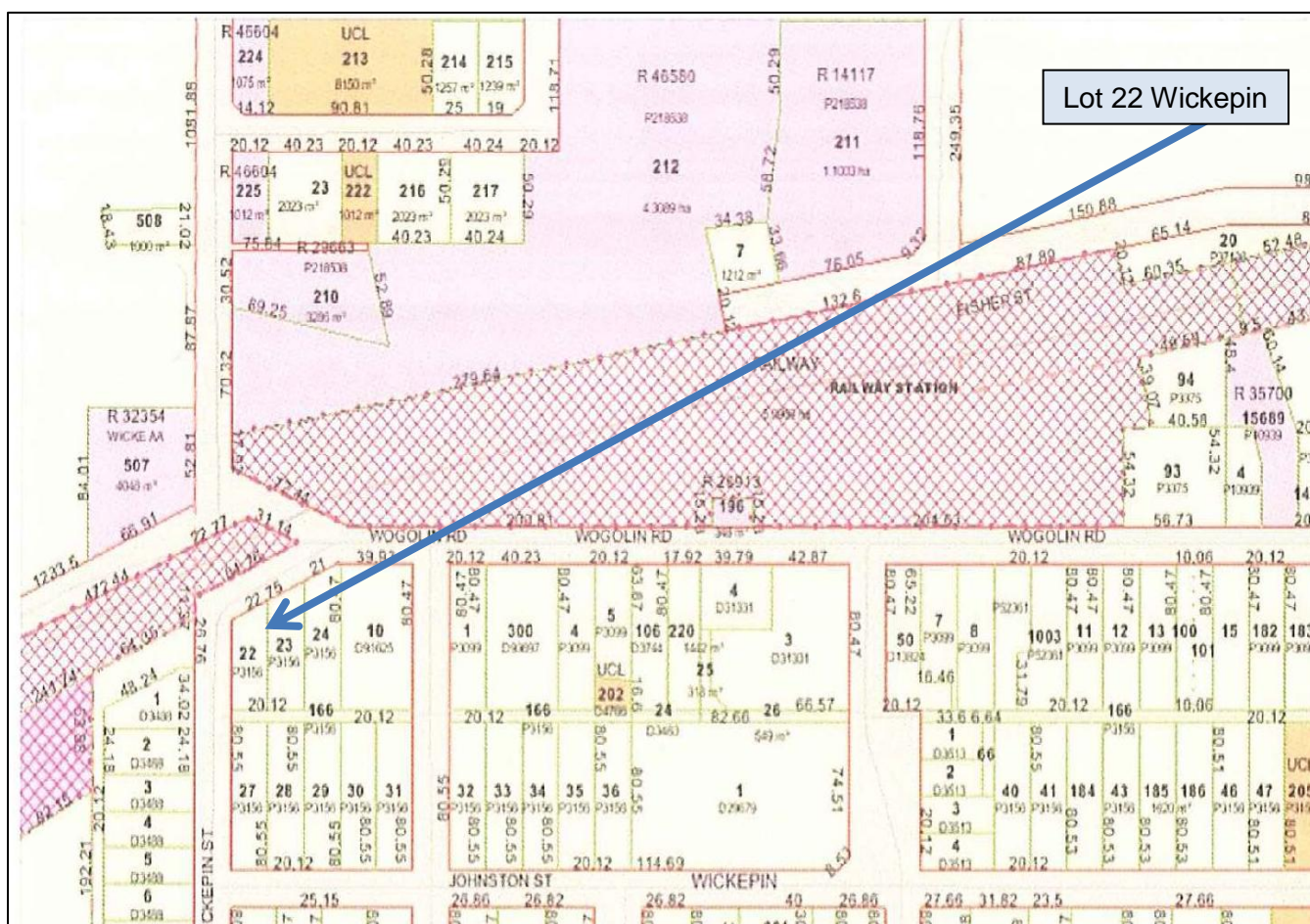
Date of Report:

8 January 2013

Enclosure / Attachment: Nil

Background:

Council has received a complaint regarding the traffic using the back lane way at the rear of Lot 22 Wickepin Street and causing a dust and traffic problem with speeding vehicles;

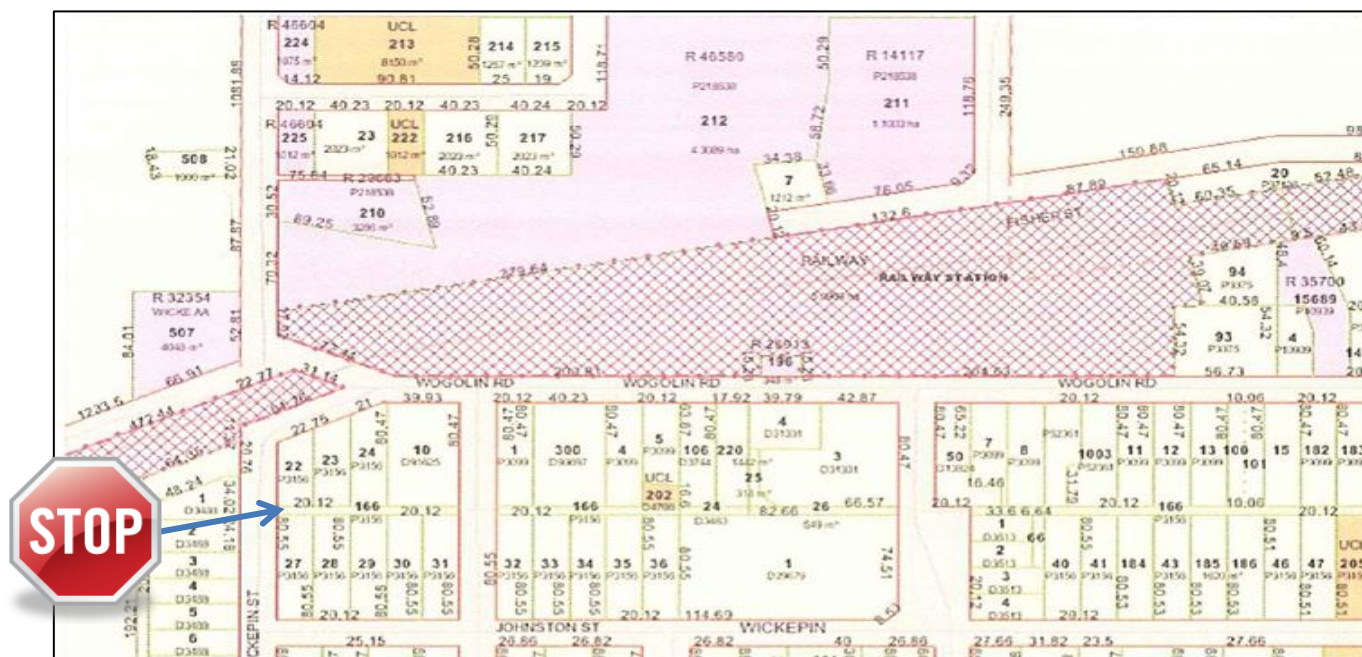
**Comment:**

It would appear that the vehicles are using this lane way so they do not have to stop at the stop sign on Henry Street to get onto Wogolin Road.

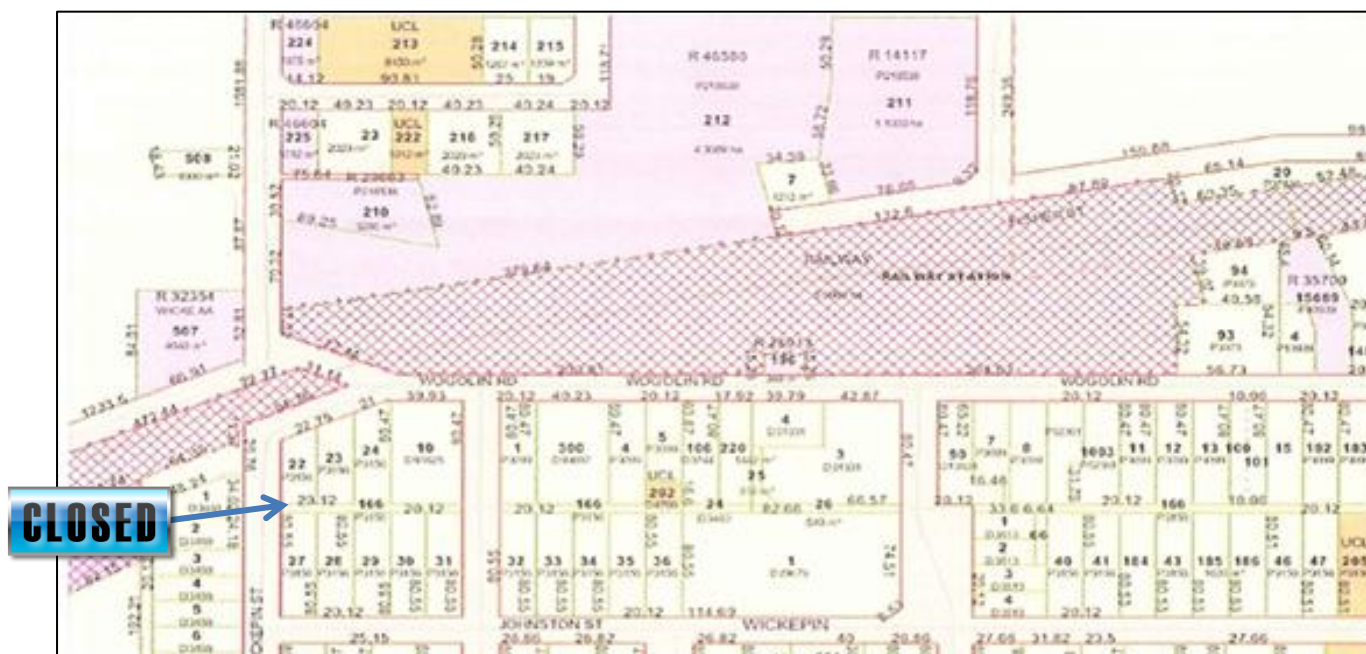
The Local Police have been advised of this situation and have spoken with the persons using the lane way to slow down the speed, but as it is a road way they cannot be stopped using the road.

This did receive some good results initially but it looks like they have reverted back to using the laneway so they don't have to stop at the stop sign on Henry Street.

1. Request Main Roads to Place Stop Signs on the Laneway;



-
2. Cul de sac the lane way at the Wickepin Street Intersection - This still allows back lane access to all the residences on the lane way;



Statutory Environment:*Land Administration Act 2000***69. Right to use public access route**

Subject to this Division, a person may travel by any means along the whole or part of a public access route which is not closed under section 67.

58. Closing roads

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

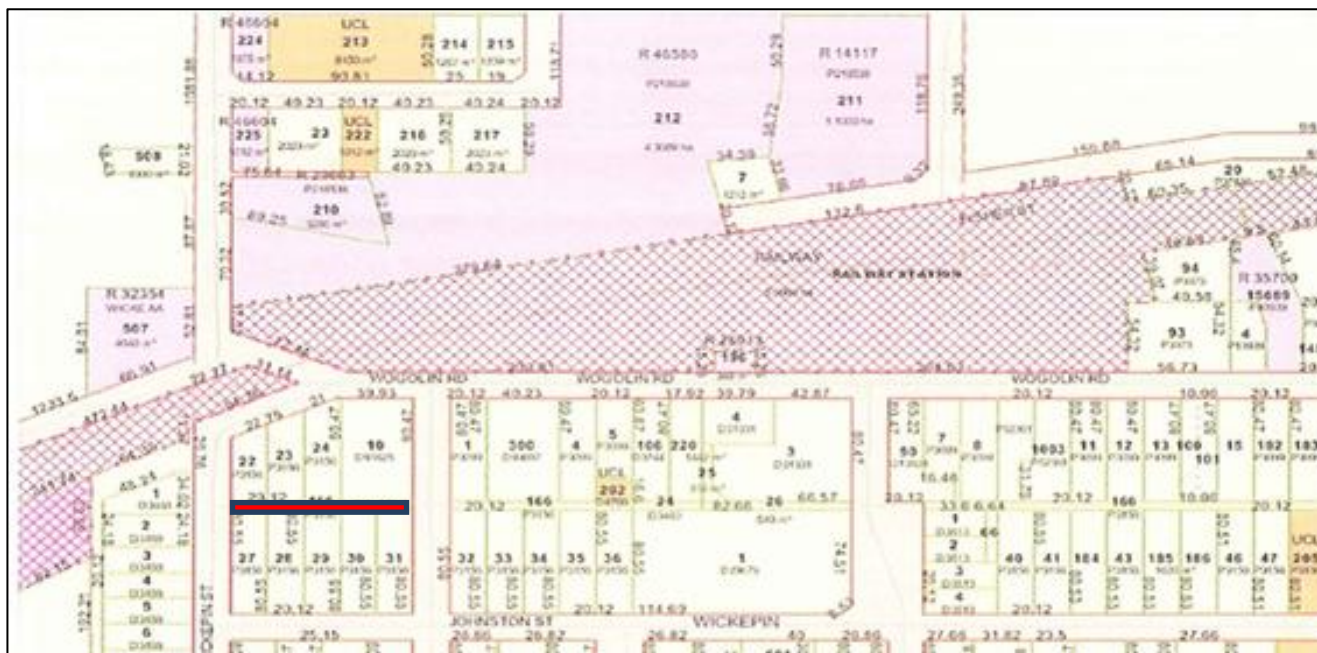
Policy Implications: Nil

Financial Implications: Nil

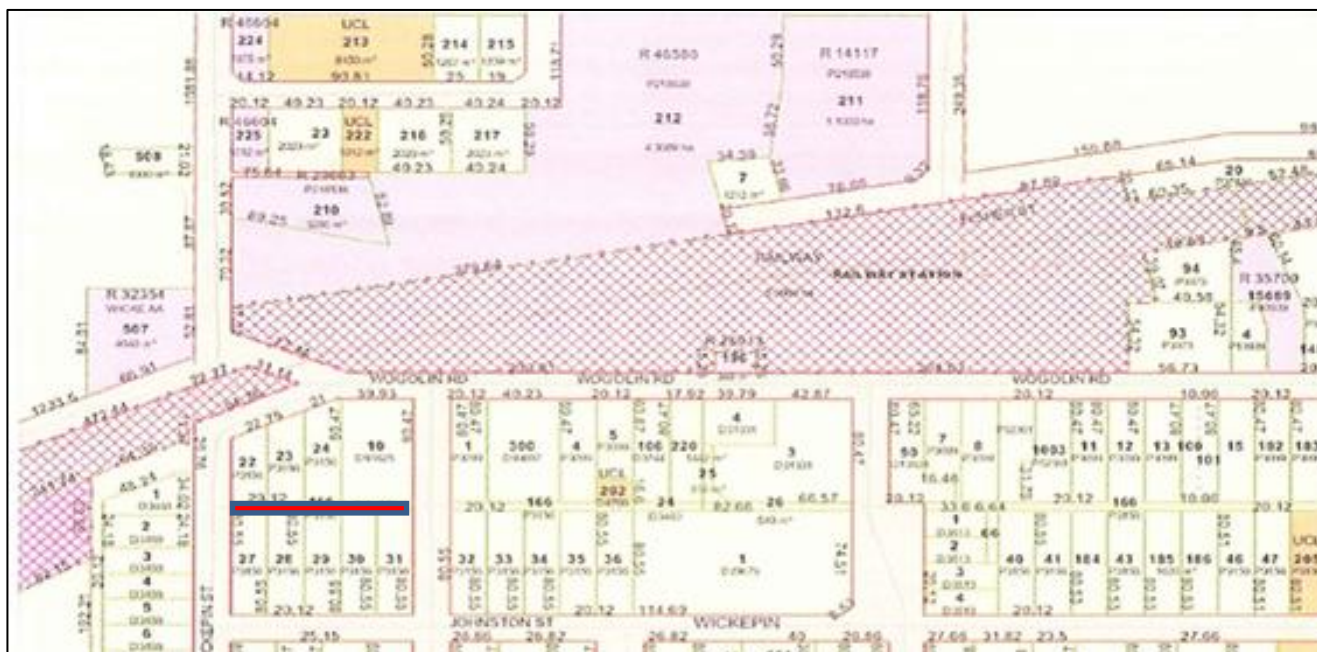
Strategic Implications: Nil

Summary:

Council is being requested to cul de sac the section of the back lane way of Lots 22,23,24,19 Wogolin Road as hatched red in the following map;

**Recommendation:**

That Council advertise in a newspaper circulating in its district a notice of motion that it wishes to cul de sac the section of the back lane way at the rear of Lots 22,23,24,19 Wogolin Road as hatched red in the following map for a period of 35 days as per the *Land Administration Act 1997*;



Voting Requirements: Absolute majority

Resolution No 200213-07**Moved Cr Lansdell / Seconded Cr Astbury**

That Council advertise in a newspaper circulating in its district a notice of motion that it wishes to cul de sac the section of the back lane way at the rear of Lots 22,23,24,19 Wogolin Road as hatched red in the following map for a period of 35 days as per the *Land Administration Act 1997*;

**Carried 6/0 Absolute Majority**

Infrastructure and Engineering Services

10.1.05 – Glyphosate Resistance on Road Reserves

Submission To:	Central Country Zone WALGA
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	8 January 2013

Enclosure / Attachment: Rye Grass Fact Sheet

Background:

The issue of Glyphosate resistance on road reserves was discussed at an Ordinary Meeting of the Shire of Wickepin and concern was expressed regarding the spraying of roadside verges and reserves.

In a recent study conducted by Adelaide University funded by the National Weeds Program it was found that there is herbicide resistance in over half the weed sites surveyed on major roads in WA.

Glyphosate-resistant ryegrass exists in New South Wales, South Australia, Western Australia and Victoria.

The main factors that contribute to glyphosate-resistant weeds are;

- intensive use of glyphosate;
- lack of competition;
- no other effective herbicides employed;
- little or no other weed control practices employed; and
- Preference of using glyphosate alone for weed control, due to its ease of use and low cost.

Using glyphosate as the only weed control practice along Road Reserves will result in glyphosate-resistant weeds evolving along the road reserves.

Comment:

Local Farmers in the Shire of Wickepin have developed sustainable management techniques to elevate the reliance, misuse and overuse of Glyphosate which in the past has been used as the blanket fix for weeds.

The Shire of Wickepin would like WALGA to inform all Councils of the situation with Glyphosate resistance on road reserves and to request each Council to formulate its own program of spraying techniques to reduce Glyphosate resistance weeds on Local and Main Road, road Reserves.

It would also need WALGA to assist local governments in developing appropriate plans to alleviate Ryegrass Resistance to Glyphosate.

Glyphosate-resistant weeds are occurring along Road Reserves due to intensive use of glyphosate, no competition and no other effective weed control.

Something needs to be done to reduce the risk of glyphosate-resistant weeds by changing weed control practices along Road Reserves.

Techniques used on farm are:

- using different groups of chemicals so not to misuse or overuse one – i.e. glyphosate and paraquat alternate between the different groups;
- use above label rates;
- mechanical control of weeds (not suitable to reserves and verges);
- use residual chemicals (i.e. Tordon) where applicable- these mean you don't have to spray as often; or
- higher level of vigilance, rather than waiting till September when the weeds are mature.

The earlier you spray in the season the more chemical group options you can use so not to rely on Glyphosate as the sole weed controller.

Statutory Environment: *Land Administration Act 2000*
Local Government Act 1995

Policy Implications: Nil

Financial Implications: Cost of spraying program

Strategic Implications: Nil

Summary:

WALGA is being requested to inform all Councils of the situation with Glyphosate resistance on road reserves and to request each Council to formulate its own program of spraying techniques to reduce Glyphosate resistance weeds on Local and Main Roads Reserves.

Recommendation:

1. That WALGA inform all Councils of the situation with Glyphosate resistance on road reserves and to request each Council to formulate its own program of spraying techniques to reduce Glyphosate resistance weeds on Local and Main Roads and all other Reserve.
2. That WALGA assist local governments in developing appropriate plans against Ryegrass Resistance to Glyphosate.

Voting Requirements: Simple majority

Resolution No 200213-08**Moved Cr Easton / Seconded Cr Coxon**

1. That WALGA inform all Councils of the situation with Glyphosate resistance on road reserves and to request each Council to formulate its own program of spraying techniques to reduce Glyphosate resistance weeds on Local and Main Roads and all other Reserve.
2. That WALGA assist local governments in developing appropriate plans against Ryegrass Resistance to Glyphosate.

Carried 6/0

GLYPHOSATE RESISTANCE FACT SHEET

GRDC
Grains
Research &
Development
Corporation

NOVEMBER 2010

Managing resistance on fencelines and crop margins

Fencelines and paddock margins represent a large number of situations where cases of glyphosate-resistant annual ryegrass are occurring. Integrated weed management must be practiced for all weed control operations.

KEY POINTS

- Employing glyphosate as the only method to control fenceline weeds will quickly result in herbicide resistance developing.
- Resistant weeds at crop margins can set seed that is transferred into the paddock.
- Integrated weed management practices need to be applied to all parts of the paddock.
- Trials are identifying alternative herbicides and control options for paddock boundaries and fencelines.

PHOTO: CHRIS PRESTON



Even high rates of glyphosate failed to control ryegrass along this fenceline known to be infested with glyphosate-resistant annual ryegrass. Other treatment used in the trial achieved good rates of control (also see Figure 1).

Fencelines and crop margins can be problem areas on grain farms. Weeds, if not controlled, grow freely in these areas. This can lead to weed infestations moving into cropped paddocks. These weeds can also harbour pests, such as snails, and be a fire risk. For all of these reasons, many grain growers prefer to control weeds along fencelines and crop margins.

A problem can arise if glyphosate (Group M) is the only tactic used to control weeds in these areas. The latest information from the Australian Glyphosate Sustainability Working Group shows there are currently 119 sites with documented glyphosate-resistant annual ryegrass in Australia (Table 1). Of these, 33 are located along fencelines or crop margins. This information suggests using glyphosate on fencelines is a major cause of glyphosate resistance in weeds.

Glyphosate-resistant ryegrass exists in New South Wales, South Australia, Western Australia and Victoria; resistant awnless barnyard grass exists in NSW, and Queensland and resistant liverseed grass in NSW.

The main factors that contribute to glyphosate-resistant weeds are: intensive use of glyphosate; lack of competition; no other effective herbicides employed; and little or no other weed control practices employed. Many fencelines fit all these criteria.

Many growers prefer to use glyphosate alone for weed control on fencelines due to its ease of use and low cost. However, using glyphosate as the only weed control practice along fencelines will result in glyphosate-resistant weeds evolving.

The lack of competition on fencelines and crop margin areas means that any plant surviving treatment will produce a large amount of seed. If this plant happens to be resistant to glyphosate, then a considerable amount of glyphosate-resistant seed will enter the soil seed bank.

A further problem with glyphosate-resistant weeds appearing along fencelines is the ease with which seed can be moved into the cropped area by farm operations, such as harvesting.

Managing glyphosate resistance along fencelines

As glyphosate-resistant weeds are occurring along fencelines due to intensive use of glyphosate, no competition and no other effective weed control, it should be possible to reduce the risk of glyphosate-resistant weeds by changing some of these practices.

Such changes in practice to minimise the risk of glyphosate resistance occurring on fencelines or paddock margins include:

- where fences are no longer useful, remove the fence and crop the area; this will provide both competition and a change in weed management practices;
- rather than using glyphosate, mow or slash the weeds along the fenceline, with herbicide used only in area immediately under the wire; and
- crop as close to the fence as possible and cutting a firebreak late in the season will reduce the area treated solely with glyphosate.

Other herbicide options

Many growers will continue to want a herbicide option to keep fencelines clean of weeds. Recent research at the University of Adelaide in collaboration with the Hart Fieldsite Group has been examining herbicide strategies for managing glyphosate-resistant annual ryegrass on fencelines.

Several products and product mixtures were applied to a site with a very large population of glyphosate-resistant

annual ryegrass along a fenceline. At this site, glyphosate (applied as PowerMax®), even at high rates provided little control of the resistant ryegrass (Figure 1). Some mixtures with glyphosate were more effective. Mixtures with Spray.Seed® (Group L) or Alliance® (Groups L and Q) were effective as were two applications of Spray.Seed® 14 days apart.

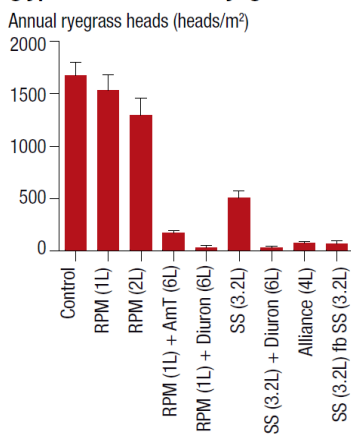
Care needs to be taken with residual herbicides to ensure they are not used in situations where damage to desirable plants, such as trees, might

occur. Further research continues to develop new options for fenceline weed management.

Australian Glyphosate Sustainability Working Group

The Australian Glyphosate Sustainability Working Group (AGSWG) is a collaborative, cross-industry initiative aimed at promoting the sustainable use of glyphosate in Australia. The AGSWG gratefully acknowledges the financial support of the GRDC.

FIGURE 1 The efficacy of different mixes and rates of herbicides on glyphosate-resistant ryegrass



RPM = Roundup PowerMax®, SS = Spray.Seed®, AmT = Amitrole T®, fb = followed by after 14 days

SOURCE: Australian Glyphosate Sustainability Working Group

Table 1 Glyphosate-resistant annual ryegrass has occurred in the following situations:

Situation		Number of sites	States
Broadacre cropping	Chemical fallow	29	NSW
	Winter grains	22	Vic, SA, WA
Horticulture	Tree crops	4	NSW
	Vine crops	17	SA, WA
Other	Driveway	2	NSW, Vic
	Fenceline/firebreak	33	NSW, SA, Vic, WA
	Irrigation channel	9	NSW
	Airstrip	1	SA
	Railway	1	WA
	Roadside	1	SA

Source: Preston, C. (2010) Australian Glyphosate Resistance Register. Australian Glyphosate Sustainability Working Group.

Useful resources:

- Australian Glyphosate Sustainability Working Group www.glyphosateresistance.org.au
- Integrated weed management manual Ground Cover Direct 1800 11 00 44, www.grdc.com.au/bookshop
- Weeds in Australia www.weeds.gov.au
- Western Australian Herbicide Resistance Initiative (WAHRI) www.wahri.uwa.edu.au
- Integrated weed management in Australian cropping systems Ground Cover Direct 1800 11 00 44, www.grdc.com.au/bookshop
- GRDC Weedlinks www.grdc.com.au/weedlinks
- CropLife Australia www.croplifeaustralia.org.au
- Herbicide product information – the Australian Pesticides and Veterinary Medicines Authority www.apvma.gov.au
- Resistance testing contact local agronomists or visit www.glyphosateresistance.org.au

DISCLAIMER

Any recommendations, suggestions or opinions contained in this publication do not necessarily represent the policy or views of the Grains Research and Development Corporation. No person should act on the basis of the contents of this publication without first obtaining specific, independent professional advice. The Corporation and contributors to this Fact Sheet may identify products by proprietary or trade names to help readers identify particular types of products. We do not endorse or recommend the products of any manufacturer referred to. Other products may perform as well as or better than those specifically referred to. The GRDC will not be liable for any loss, damage, cost or expense incurred

Author: Dr Chris Preston, University of Adelaide.

or arising by reason of any person using or relying on the information in this publication.

CAUTION: RESEARCH ON UNREGISTERED PESTICIDE USE

Any research with unregistered pesticides or of unregistered products reported in this document does not constitute a recommendation for that particular use by the authors or the authors' organisations.

All pesticide applications must accord with the currently registered label for that particular pesticide, crop, pest and region.

Governance, Audit and Community Services

10.2.01 – Financial Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Bronwyn Dew, Finance Officer
File Reference:	
Author:	Bronwyn Dew, Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	6 February 2013

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

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

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

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

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

Local Government (Financial Management) Regulations 1996

34. Financial reports to be prepared s. 6.4

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

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

Policy Implications: Not applicable

Financial Implications: Not applicable

Strategic Implications: Not applicable

Recommendation: That the financial statements tabled for the period ending 31 January 2013 as presented be received.

Voting Requirements: Simple majority

Resolution No 200213-09

Moved Cr Astbury / Seconded Cr Easton

That the financial statements tabled for the period ending 31 January 2013 as presented be received.

Carried 6/0

Bank Balances

As at 31/1/2013

	Bank Statement	Adjusted
Municipal Fund	1,219,786.59	966,415.22
Petty Cash	500.00	500.00
Reserves	462,455.58	462,455.58
Total	1,682,742.17	1,429,370.80
Trust Fund	28,361.79	28,011.79
Transport Account	12,292.15	0.00

Debtors

Rates as at 31/1/2013

Account 7461	Rates	52,729.26
Account 6051	Sewerage	4,667.77
Account 7451	Ex Receipts	-4,711.34
Account 7441	Pensioners Rebates	1,495.51
Account 7481	Domestic Rubbish	2,755.27
Account 7491	Commercial Rubbish	345.29
Account 7201	Refuse Site Levy	774.82

Sundry Debtors as at 31/1/2013

Current	56,178.59
1 Month	0.00
2 Months	54,753.23
3 Months	2900.15
Total	113,831.97

Governance, Audit and Community Services

10.2.02 – List of Accounts

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Bronwyn Dew, Finance Officer
File Reference:	
Author:	Bronwyn Dew, Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	12 February 2013

Enclosure / Attachment: List of Accounts

Background: Please find following the List of Accounts remitted during the period from 7 December 2012 – 12 February 2013

	<u>Vouchers</u>	<u>Amounts</u>
Municipal Account		
Cheques	14523 - 14581	166,262.06
EFTPOS	3243 - 3424	1,460,583.72
Other Transfers	Payroll December 2012	61,565.00
	Payroll January 2013	62,081.00
Trust Account		
EFTPOS	Transfers	2627.18
Cheques	1203 -1205	8168.40
TOTAL		<u>\$1,761,287.36</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: If there are any questions in relation to the listing of accounts, please forward a request by fax to me so that detailed answers to queries can be obtained for presentation at council meeting.

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

Policy Implications: Policy F3.7 - Cheque Issue

Financial Implications: Not applicable

Strategic Implications: Not applicable

Recommendation: That Council acknowledges that payments totaling \$1,761,287.36 has been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Voting Requirements: Simple majority

Resolution No 200213-10

Moved Cr Allan / Seconded Cr Astbury

That Council acknowledges that payments totaling \$1,761,287.36 has been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Carried 6/0

**SHIRE OF WICKEPIN
CHEQUE LISTING
7/12/2012 TO 12/2/2013**

Chq/EFT	Date	Name	Description	Muni	Trust
1203	17/12/2012	CHRIS TURNER	TURNER FIRE FUNDRAISING APPEAL		7,058.40
1204	29/01/2013	JOHN SATORI	HALL HIRE BOND REFUND		450.00
1205	12/02/2013	ALL SERVICES ROADS	PAYMENT OF INVOICE 24 - TRIATHLON FUND		660.00
EFT3243	11/12/2012	AUSTRALIA POST	POSTAGE FOR NOVEMBER	153.27	
EFT3244	11/12/2012	AGCRETE	BOX CULVERTS FOR LOMOS ROAD	6,347.00	
EFT3245	11/12/2012	YVONNE BOWEY CONSULTING	CONSULTANCY	948.75	
EFT3246	11/12/2012	NARROGIN SPORTSPOWER	PLAY EQUIPMENT FOR SWIMMING POOL	263.91	
EFT3247	11/12/2012	BITUTEK	SEALING WORKS FOR FENCE RD & LOMOS RD	125,874.43	
EFT3248	11/12/2012	COUNTRY PAINT SUPPLIES	PAINT FOR 5 SMITH STREET	280.00	
EFT3249	11/12/2012	COATES HIRE	HIRE OF WATER TRUCK, ROLLER & LIGHTS - LOMOS RD	27,716.06	
EFT3250	11/12/2012	COURIER AUSTRALIA	FREIGHT	63.70	
EFT3251	11/12/2012	LANDGATE	REVALUATIONS	34.95	
EFT3252	11/12/2012	INGREYS	REPAIRS TO LIGHTS ON FACEY VEHICLE	202.14	
EFT3253	11/12/2012	ALBANY ADVERTISER P/L	BUSHFIRE SAFETY AWARENESS ADVERTISING	110.00	
EFT3254	11/12/2012	NARROGIN HIRE SERVICE	RETICULATION SUPPLIES	316.30	
EFT3255	11/12/2012	GREAT SOUTHERN WASTE DISPOSAL	REFUSE COLLECTION	4,560.44	
EFT3256	11/12/2012	NARROGIN HARDWARE	GOODS FOR FUEL FACILITY	291.48	
EFT3257	11/12/2012	NARROGIN MOTEL	ACCOMMODATION FOR MR RAMSAY	262.50	
EFT3258	11/12/2012	NARROGIN TOYOTA	CHAINS/SAW FILE	131.45	
EFT3259	11/12/2012	RSA WORKS	PROJECT MANAGEMENT - LOMOS ROAD	4,400.00	
EFT3260	11/12/2012	LIONEL ANTHONY RIGBY	CARAVAN PARK CARETAKERS COMMISSION - NOVEMBER	594.65	
EFT3261	11/12/2012	SHIRE OF KULIN	HIRE OF TRAFFIC LIGHTS - LOMOS SOUTH ROAD	880.00	
EFT3262	11/12/2012	SIMS CIVIL	CULVERTS ON LOMOS SOUTH ROAD	35,952.40	
EFT3263	11/12/2012	TELSTRA	HARVEST BAN SMS SERVICE	207.50	
EFT3264	11/12/2012	WESTRAC EQUIPMENT	REPAIRS TO VIB ROLLER	7,083.53	
EFT3265	11/12/2012	WICKEPIN HOTEL	DRINKS FOR COUNCIL MEETINGS	136.50	
EFT3266	11/12/2012	WICKEPIN NEWSAGENCY	NEWSPAPERS & STATIONERY	28.80	
EFT3267	11/12/2012	PETER ARNOL	XMAS BONUS	500.00	
EFT3268	11/12/2012	PETER BRANSBY	XMAS BONUS	500.00	
EFT3269	11/12/2012	BRONWYN DEW	XMAS BONUS	400.00	
EFT3270	11/12/2012	KATHY DESMOND	XMAS BONUS	150.00	
EFT3271	11/12/2012	MIKE FRADSHAM	XMAS BONUS	500.00	
EFT3272	11/12/2012	LOUISE LEESON	XMAS BONUS	500.00	
EFT3273	11/12/2012	PETER MARSH	XMAS BONUS	500.00	
EFT3274	11/12/2012	NATALIE MANTON	XMAS BONUS	250.00	

**SHIRE OF WICKEPIN
CHEQUE LISTING
7/12/2012 TO 12/2/2013**

EFT3275	11/12/2012	JAMES MATTHEWS	XMAS BONUS	500.00
EFT3276	11/12/2012	COLIN PLUMB	XMAS BONUS	500.00
EFT3277	11/12/2012	LEAH PEARSON	XMAS BONUS	500.00
EFT3278	11/12/2012	ROBERT READ	XMAS BONUS	500.00
EFT3279	11/12/2012	ALLAN RAMSAY	XMAS BONUS	100.00
EFT3280	11/12/2012	IAN ROBERTS	XMAS BONUS	500.00
EFT3281	11/12/2012	JUSTIN SMITH	XMAS BONUS	500.00
EFT3282	11/12/2012	JANET THORLEY	XMAS BONUS	200.00
EFT3283	11/12/2012	TREVOR TAPPING	XMAS BONUS	500.00
EFT3284	11/12/2012	PHIL WATSON	XMAS BONUS	500.00
EFT3285	19/12/2012	DEPT OF TRANSPORT	REGISTRATION ON NEW CEO VEHICLE	216.00
EFT3286	19/12/2012	ALLWEST PLANT HIRE	PLANT HIRE FOR LOMOS ROAD	17,044.50
EFT3287	19/12/2012	BEST OFFICE SYSTEMS	COPIER CHARGES	1,023.10
EFT3288	19/12/2012	CORNER'S AUTO ELECTRICS	GLOBES FOR WORKSHOP STOCK	66.00
EFT3289	19/12/2012	YEALERING AGPARTS & REPAIRS	GAS, VEHICLE REPAIRS & MAINTENANCE	1,302.75
EFT3290	19/12/2012	COATES HIRE	PLANT HIRE FOR LOMOS SOUTH ROAD	1,173.43
EFT3291	19/12/2012	COURIER AUSTRALIA	FREIGHT ON POOL SAMPLES	45.88
EFT3292	19/12/2012	EWEN RURAL SUPPLIES	NOVEMBERS ACCOUNT	4,999.16
EFT3293	19/12/2012	FRANK WESTON & CO	METAL TUBE	30.25
EFT3294	19/12/2012	LIBBY HEFFERNAN	CLEANING OF FACEY HOMESTEAD	40.00
EFT3295	19/12/2012	THE JAFFA ROOM / ARTISTTRALIA	SCREENING COPYRIGHT FOR MOVIE NIGHT	330.00
EFT3296	19/12/2012	KLEENHEAT GAS	GAS BOTTLE RENTAL - HARRISMITH HALL	56.00
EFT3297	19/12/2012	KEL'S TYRES	TYRES FOR MECHANICS UTE	1,375.00
EFT3298	19/12/2012	LANDVISION	PLANNING APPLICATION ASSESSMENT	6,600.00
EFT3299	19/12/2012	NARROGIN HIRE SERVICE	HIRE OF JUGS FOR SENIORS XMAS LUNCH	17.00
EFT3300	19/12/2012	GREAT SOUTHERN WASTE DISPOSAL	RUBBISH COLLECTION	137.50
EFT3301	19/12/2012	NARROGIN MOTEL	ACCOMMODATION FOR MR RAMSAY	116.00
EFT3302	19/12/2012	STAR TRACK EXPRESS	FREIGHT	58.68
EFT3303	19/12/2012	NARROGIN TOYOTA	FILTERS FOR POWER PRUNER & ROPE FOR CHAINSAWS	53.45
EFT3304	19/12/2012	ROADTECH	ASPHALT WORKS TO VARIOUS ROADS	56,025.20
EFT3305	19/12/2012	RSA WORKS	PROJECT MANAGEMENT LOMOS ROAD	2,750.00
EFT3306	19/12/2012	LIONEL ANTHONY RIGBY	CARETAKERS CONTRACT - 3RD INSTALMENT	1,875.00
EFT3307	19/12/2012	SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS - RATES	50.00
EFT3308	19/12/2012	SIMS CIVIL	CULVERTS ON LOMOS ROAD	24,317.72
EFT3309	19/12/2012	TWINKARRI P/L	ROADSIDE TREE PRUNING	76,802.00
EFT3310	19/12/2012	THE DAN TURNER FAMILY TRUST	PREPARE REPORT ON CARAVAN PARK AMENITIES	300.00

Attachment- Item 10.2.02

**SHIRE OF WICKEPIN
CHEQUE LISTING
7/12/2012 TO 12/2/2013**

EFT3311	19/12/2012	SYNERGY	POWER ACCOUNTS	3,934.55
EFT3312	19/12/2012	WURTH AUSTRALIA P/L	PARTS FOR WORKSHOP STOCK	410.00
EFT3313	19/12/2012	WESTNET PTY LTD	INTERNET	139.89
EFT3314	27/12/2012	SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS - RATES	50.00
EFT3315	08/01/2013	DEAN & KAREN HILL	HALL HIRE BOND REFUND - HILL	500.00
EFT3316	09/01/2013	AUSTRALIA POST	POSTAGE FOR DECEMBER	188.16
EFT3317	09/01/2013	AIR RESPONSE	AIR CONDITIONER FOR DEPOT LUNCHROOM	1,691.15
EFT3318	09/01/2013	AUSTRALIAN GOVT CHILD SUPPORT	PAYROLL DEDUCTIONS	365.36
EFT3319	09/01/2013	BYFIELDS ACCOUNTANTS AND FINANCIAL	AUDIT FEES	10,037.50
EFT3320	09/01/2013	BURGESS RAWSON (WA) PTY LTD	WATER USE AT WICKEPIN PUBLIC TOILETS	659.12
EFT3321	09/01/2013	BUILDERS REGISTRATION BOARD	BRB FOR DECEMBER	36.00
EFT3322	09/01/2013	BEST OFFICE SYSTEMS	COPIER CHARGES	668.25
EFT3323	09/01/2013	BITUTEK	BITUMEN FOR WICKEPIN CORRIGIN ROAD	62,947.56
EFT3324	09/01/2013	BLITZ CREDIT	SKIP TRACE FOR CHARLES DWIGHT DEBT RECOVERY	160.00
EFT3325	09/01/2013	COUNTRY PAINT SUPPLIES	LINE MARKING PAINT	95.00
EFT3326	09/01/2013	COURIER AUSTRALIA	FREIGHT	9.16
EFT3327	09/01/2013	CORPORATE EXPRESS	FRAME FOR AUSTRALIA DAY AWARDS	24.82
EFT3328	09/01/2013	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	305.34
EFT3329	09/01/2013	LANDGATE	MINING TENEMENT ADVICES	34.95
EFT3330	09/01/2013	DEWS EXCAVATIONS	CULVERTS ON LOMOS ROAD	1,683.00
EFT3331	09/01/2013	DONGLOCKING PLUMBING & GAS	REPAIRS TO SEWER PIPES	1,400.00
EFT3332	09/01/2013	CR ROSS EASTON	MEMBERS SITTING FEES	839.40
EFT3333	09/01/2013	FARMERS CENTRE	PARTS FOR JOHN DEERE TRACTOR	192.83
EFT3334	09/01/2013	JR & A HERSEY	EAR PLUGS	106.70
EFT3335	09/01/2013	CR STEVEN JOHN MARTIN	MEMBERS SITTING FEES	630.80
EFT3336	09/01/2013	GREAT SOUTHERN WASTE DISPOSAL	REFUSE & RECYCLING COLLECTION	5,381.60
EFT3337	09/01/2013	NARROGIN HARDWARE	BRACKETS FOR DEPOT & STEP LADDER FOR POOL	239.50
EFT3338	09/01/2013	NARROGIN MOTEL	ACCOMMODATION FOR MR RAMSAY	116.00
EFT3339	09/01/2013	STAR TRACK EXPRESS	FREIGHT	127.46
EFT3340	09/01/2013	ROADTECH	ASPHALT WORKS TO REFUSE SITE ENTRANCE	10,560.00
EFT3341	09/01/2013	RAMSAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	149.15
EFT3342	09/01/2013	LIONEL ANTHONY RIGBY	CARETAKERS COMMISSION - DECEMBER	502.00
EFT3343	09/01/2013	TELSTRA	PHONE	2,285.82
EFT3344	09/01/2013	SYNERGY	STREETLIGHTING	1,627.55
EFT3345	09/01/2013	WICKEPIN MOTORS	WINDSCREEN FOR COMMUNITY BUS	555.23
EFT3346	09/01/2013	WICKEPIN HOTEL	DRINKS FOR SENIORS LUNCH	41.00

Attachment- Item 10.2.02

**SHIRE OF WICKEPIN
CHEQUE LISTING
7/12/2012 TO 12/2/2013**

EFT3347	09/01/2013	WA LOCAL GOVT ASSOCIATION	ADVERTISING	140.42
EFT3348	09/01/2013	WICKEPIN NEWSAGENCY	PAPERS	34.90
EFT3349	09/01/2013	WESTERN POWER	RELOCATE POWER ON LOMOS ROAD	57,434.00
EFT3350	15/01/2013	RJ BROWN PAINTING SERVICES	PAINTING OF YEALERING HALL	13,050.00
EFT3351	15/01/2013	EWEN RURAL SUPPLIES	DECEMBER ACCOUNT	2,156.71
EFT3352	15/01/2013	GREAT SOUTHERN FUEL SUPPLIES	FUELS	39,775.75
EFT3353	15/01/2013	HARRIS ZUGLIAN ELECTRICS	REPAIRS TO AIR CONDITIONING	1,260.66
EFT3354	15/01/2013	NARROGIN HIRE SERVICE	RETICULATION PARTS	114.06
EFT3355	15/01/2013	NARROGIN TOYOTA	SERVICE TO BLOWER VAC & WHIPPER SNIPPERS	169.46
EFT3356	15/01/2013	SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS	150.00
EFT3357	29/01/2013	SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS	50.00
EFT3358	29/01/2013	AUSTRALIAN GOVT CHILD SUPPORT	PAYROLL DEDUCTIONS	365.36
EFT3359	29/01/2013	YVONNE BOWEY CONSULTING	PREPARE FINANCIALS	822.25
EFT3360	29/01/2013	BURGESS RAWSON (WA) PTY LTD	RENT ON FUEL FACILITY LAND	2,197.25
EFT3361	29/01/2013	BITUTEK	BITUMEN SEALING - WICKEPIN HARRISMITH RD & FENCE RD	382,409.15
EFT3362	29/01/2013	COURIER AUSTRALIA	FREIGHT	111.23
EFT3363	29/01/2013	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	305.34
EFT3364	29/01/2013	DEWS EXCAVATIONS	ROAD VERGE CLEANUP IN CURLEW WAY	330.00
EFT3365	29/01/2013	FULTON HOGAN	PRE MIX EZY STREET FOR YEALERING BIKE TRACK	2,006.40
EFT3366	29/01/2013	JR & A HERSEY	PUMP REEL & METER KIT FOR DEPOT IMPROVEMENTS	3,164.48
EFT3367	29/01/2013	MARIE HEENAN	RENT REFUND FOR RENT OVERPAID	220.00
EFT3368	29/01/2013	JIM'S PEST CONTROL	SPIDER SPRAYING & TERMITE INSPECTION - SHIRE BUILDINGS	5,146.90
EFT3369	29/01/2013	KEL'S TYRES	TYRE REPAIRS	143.00
EFT3370	29/01/2013	LGIS WORKCARE	BALANCE OF WORKERS COMPENSATION	2,871.00
EFT3371	29/01/2013	RG & JE MILLER FAMILY TRUST	ADMINISTRATION SALARIES	2,365.00
EFT3372	29/01/2013	DAMIEN MORRISON	BALANCE OF RELOCATION ALLOWANCE	1,500.00
EFT3373	29/01/2013	NARROGIN RETRAVISION	REPLACEMENT MOBILE PHONE	299.00
EFT3374	29/01/2013	NARROGIN MOTEL	ACCOMMODATION FOR MR RAMSAY	121.50
EFT3375	29/01/2013	STAR TRACK EXPRESS	FREIGHT	29.34
EFT3376	29/01/2013	NARROGIN CARPETS & CURTAINS	CARPETS & BLINDS - HOUSING MAINTENANCE PROGRAM	10,054.00
EFT3377	29/01/2013	NARROGIN BOILERMAKERS	SAFETY CLOTHING	86.00
EFT3378	29/01/2013	RAMSAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	170.46
EFT3379	29/01/2013	JOHN SEEBER	PLANS FOR FACEY GROUP BUILDING	900.00
EFT3380	29/01/2013	TELSTRA	PHONE	1,357.17
EFT3381	29/01/2013	TELFORD INDUSTRIES	CHEMICALS FOR POOL	95.70
EFT3382	29/01/2013	THE DAN TURNER FAMILY TRUST	INSPECTION ON FACEY GROUP ROOF	400.00

Attachment- Item 10.2.02

**SHIRE OF WICKEPIN
CHEQUE LISTING
7/12/2012 TO 12/2/2013**

EFT3383	29/01/2013	WESTRAC EQUIPMENT	GRADER PARTS		290.27	
EFT3384	29/01/2013	SYNERGY	STREETLIGHTS		2,564.11	
EFT3385	29/01/2013	TC WILLIAMSON & CO	TRUCK HIRE FOR LOMOS SOUTH ROAD		49,747.50	
EFT3386	29/01/2013	WA LOCAL GOVT ASSOCIATION	DESKPADS		23.20	
EFT3387	29/01/2013	WESTNET PTY LTD	INTERNET CONNECTION		139.89	
EFT3388	29/01/2013	MARIE HEENAN	HOUSING BOND REFUND			360.00
EFT3389	29/01/2013	KEALLIE SCOTT	KEY BOND REFUND - COMMUNITY CENTRE HIRE			50.00
EFT3390	07/02/2013	SHIRE OF WICKEPIN	PAYMENT OF INVOICE 6137 - FUEL FOR HARVEST			1,215.38
EFT3391	07/02/2013	WICKEPIN HOTEL	PAYMENT OF INVOICE 041 - AFTER HARVEST DRINKS			501.80
EFT3392	07/02/2013	ANZ BANK	CREDIT CARD PAYMENTS		405.16	
EFT3393	07/02/2013	SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS		50.00	
EFT3394	12/02/2013	AUSTRALIA POST	POSTAGE		213.44	
EFT3395	12/02/2013	AUSTRALIAN COMMUNICATIONS & MEDIA	ANNUAL LICENCE RENEWAL		100.00	
EFT3396	12/02/2013	ATOM SUPPLY	FILTER FOR WATER CHILLER		91.09	
EFT3397	12/02/2013	ARROW BRONZE	NICHE WALL PLAQUES - YEALERING CEMETERY		5,879.61	
EFT3398	12/02/2013	BEST OFFICE SYSTEMS	COPIER CHARGES		707.14	
EFT3399	12/02/2013	BITUTEK	SEALING - HARRISMITH RD, CUBALLING EAST RD & LOMOS RD		303,998.09	
EFT3400	12/02/2013	BROWN BUILT	SHELVING FOR ADMIN OFFICE STRONGROOM		283.80	
EFT3401	12/02/2013	COURIER AUSTRALIA	FREIGHT		106.11	
EFT3402	12/02/2013	CAILES GAS SERVICES	REPLACE OVEN AT 7 RINTEL STREET		2,943.00	
EFT3403	12/02/2013	LANDGATE	TITLE SEARCHES		376.00	
EFT3404	12/02/2013	EDWARDS MOTORS P/L	REPLACE WINDSCREEN TO CEO VEHICLE		596.40	
EFT3405	12/02/2013	EWEN RURAL SUPPLIES	JANUARY'S ACCOUNT		3,732.28	
EFT3406	12/02/2013	FRANK WESTON & CO	ANGLE IRON FOR DEPOT		175.23	
EFT3407	12/02/2013	JR & A HERSEY	GUIDE POSTS		1,118.42	
EFT3408	12/02/2013	HARRIS ZUGLIAN ELECTRICS	INSTALL POWER FOR FUEL FACILITY		9,708.89	
EFT3409	12/02/2013	INGREYS	PARTS FOR MWS UTE		254.70	
EFT3410	12/02/2013	INSTANT WEIGHING	RECALIBRATE SCALES ON LOADER		1,017.50	
EFT3411	12/02/2013	THE MIDLAND TIMBER COMPANY	TIMBER FOR FACEY BULING ROOF		2,389.41	
EFT3412	12/02/2013	ALBANY ADVERTISER P/L	ADVERTISING FOR AUSTRALIA DAY		145.20	
EFT3413	12/02/2013	NARROGIN HIRE SERVICE	PARTS FOR WICKEPIN HALL		823.43	
EFT3414	12/02/2013	GREAT SOUTHERN WASTE DISPOSAL	REFUSE COLLECTION		4,700.44	
EFT3415	12/02/2013	NARROGIN GLASS	LOUVRES FOR ARTS & CRAFTS BUILDING		122.20	
EFT3416	12/02/2013	NARROGIN HARDWARE	GOODS		216.30	
EFT3417	12/02/2013	NARROGIN MOTEL	ACCOMMODATION FOR MR RAMSAY		235.50	
EFT3418	12/02/2013	RSA WORKS	PROJECT MANAGEMENT - LOMOS ROAD		3,850.00	

**SHIRE OF WICKEPIN
CHEQUE LISTING
7/12/2012 TO 12/2/2013**

EFT3419	12/02/2013	RCPA	PIPES FOR WICKEPIN PINGELLY ROAD	519.75
EFT3420	12/02/2013	LIONEL ANTHONY RIGBY	CARETAKERS COMMISSION - JANUARY	401.53
EFT3421	12/02/2013	SHENTON ENTERPRISES PTY LTD	REPAIRS TO DOLPHIN POOL CLEANER	614.56
EFT3422	12/02/2013	TELSTRA	SMS HARVEST BAN HOTLINE	496.00
EFT3423	12/02/2013	WICKEPIN NEWSAGENCY	NEWSPAPERS	41.70
EFT3424	12/02/2013	WREN OIL	WASTE OIL DISPOSAL	260.15
14523	11/12/2012	AUSTRALIA DAY COUNCIL OF WA	FLAGS & SERVIETTES FOR AUSTRALIA DAY	102.00
14524	11/12/2012	CENTRAL AGCARE	ANNUAL DONATION	2,000.00
14525	11/12/2012	WICKEPIN GARDEN CENTRE	SOIL CONDITIONER	84.00
14526	11/12/2012	EDWARDS MOTORS P/L	CHANGEOVER ON CEO VEHICLE	1,500.00
14527	11/12/2012	JASON SIGNMAKERS	SIGNS FOR RECYCLING DEPOT	159.50
14528	11/12/2012	DAWN JONES	CLEANING OF HARRISMITH PUBLIC TOILETS	110.00
14529	11/12/2012	NARROGIN PACKAGING	TOILET TISSUE FOR PUBLIC TOILETS	475.15
14530	11/12/2012	PCS	COMPUTER SUPPORT	232.50
14531	11/12/2012	PARRY'S	WORK BOOTS	288.92
14532	11/12/2012	STEWART & HEATON	PROTECTIVE FIRE CLOTHING	3,385.05
14533	11/12/2012	WESTERN AUSTRALIAN TREASURY CORP	LOAN PAYMENTS FOR LOANS 97 & 98	14,591.70
14534	19/12/2012	BILL & BENS BAKERY	BUNS FOR SENIORS LUNCH	30.00
14535	19/12/2012	DEPARTMENT OF MINES & PETROLEUM	DANGEROUS GOODS SITE LICENCE	638.00
14536	19/12/2012	PIONEER CREDIT	DEBT COLLECTION - RATES	60.50
14537	19/12/2012	STEWART & HEATON	FIRE SAFETY CLOTHING	2,099.33
14538	19/12/2012	SHIRE OF WAGIN	CONTRIBUTIONS TO REGIONAL REFUSE GROUP	5,500.00
14539	19/12/2012	NARROGIN COUNTRY FRESH MEAT	MEAT FOR SENIORS LUNCH	157.21
14540	19/12/2012	WATER CORPORATION	WATER	14,463.60
14541	09/01/2013	AUSTRALIAN TAXATION OFFICE	DECEMBER BAS	16,963.00
14542	09/01/2013	CR F ALLAN	MEMBERS SITTING FEES	1,462.80
14543	09/01/2013	CR DAVID J ASTBURY	MEMBERS SITTING FEES	592.80
14545	09/01/2013	CR KL COXON	MEMBERS SITTING FEES	1,514.40
14546	09/01/2013	CR GERRI HINKLEY	MEMBERS SITTING FEES	1,091.40
14547	09/01/2013	CR ALLAN LANSDALL	MEMBERS SITTING FEES	641.40
14548	09/01/2013	NARROGIN PACKAGING	SUPPLIES FOR PUBLIC TOILETS	588.13
14549	09/01/2013	NSF SUPER	SUPERANNUATION CONTRIBUTIONS	225.56
14550	09/01/2013	PARRY'S	WORK CLOTHING	118.92
14551	09/01/2013	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	280.17
14552	09/01/2013	PROTECTOR FIRE SERVICES P/L	SERVICE TELECENTRE FIRE EXTINGUISHER	98.84
14553	09/01/2013	CR JULIE RUSSELL	MEMBERS SITTING FEES	1,293.60

Attachment- Item 10.2.02

**SHIRE OF WICKEPIN
CHEQUE LISTING
7/12/2012 TO 12/2/2013**

14554	09/01/2013	WESTERN AUSTRALIAN TREASURY CORP	LOAN 100 PAYMENT	4,264.50
14555	09/01/2013	WA HINO SALES & SERVICE	REPAIRS ON TRUCK CLUTCH, WK248	78.20
14556	09/01/2013	WATER CORPORATION	WATER	54,582.20
14557	09/01/2013	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	8,236.64
14558	09/01/2013	WICKEPIN RURAL SERVICES	TANKS	4,034.00
14559	09/01/2013	MRS I WATKINS	CLEANING OF YEALERING PUBLIC BUILDINGS	627.30
14560	15/01/2013	WICKEPIN GARDEN CENTRE	PLANTS	248.00
14561	15/01/2013	DELAVALLE CONTRACTING	REFUND ON WATER INCORRECTLY INVOICED	1,066.34
14562	29/01/2013	BLACKWOODS-ATKINS	FIRE SAFETY EQUIPMENT	2,285.27
14563	29/01/2013	ATOM SUPPLY	WATER CHILLER FOR DEPOT	1,905.66
14564	29/01/2013	CHADSON ENGINEERING PTY LTD	ELBOW FOR POOL	214.50
14565	29/01/2013	HANCOCKS HOME HARDWARE	TOILET SEAT	30.00
14566	29/01/2013	JASON SIGNMAKERS	ROAD SIGNS	320.10
14567	29/01/2013	MAJOR MOTORS PTY LTD	PARTS	64.39
14568	29/01/2013	NARROGIN AUTO PARTS & ACCESSORIES	SEAT COVERS FOR GARDENERS UTE	413.50
14569	29/01/2013	NSF SUPER	SUPERANNUATION CONTRIBUTIONS	187.96
14570	29/01/2013	PCS	COMPUTER SUPPORT	465.00
14571	29/01/2013	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	297.26
14572	29/01/2013	PERTH AUDIO VISUAL	CALL OUT TO REPAIR PA SYSTEM AT COMMUNITY CENTRE	880.00
14573	29/01/2013	SHIRE OF WICKEPIN	PETTY CASH RECOUP	409.30
14574	29/01/2013	WESTERN AUSTRALIAN TREASURY CORP	LOAN 100 PAYMENT	2,132.25
14575	29/01/2013	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	8,284.23
14576	29/01/2013	WICKEPIN BOWLING CLUB	FOOD FOR SHIRE XMAS PARTY	500.00
14577	12/02/2013	BLACKWOODS-ATKINS	FIRE SAFETY EQUIPMENT	2,535.68
14578	12/02/2013	WICKEPIN GARDEN CENTRE	PLANTS & FERTILISERS	180.00
14579	12/02/2013	JASON SIGNMAKERS	AUSTRALIA DAY FACEY GROUP AWARD SIGN	82.50
14580	12/02/2013	NARROGIN PACKAGING	GOODS FOR PUBLIC TOILETS	142.55
14581	12/02/2013	PCS	COMPUTER SUPPORT	1,046.25
TOTALS				1,626,845.78
				10,795.58

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:	706 / 2203
Author:	Allan Ramsay, EHO/Building Surveyor
Disclosure of any Interest:	Nil
Date of Report:	13 February 2013

Enclosure / Attachment: Nil

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

Building Licenses:

There were no building applications approved and license issued for the month of February 2013.

Implications: Not applicable

Financial Implications: Not applicable

Strategic Implications: Not applicable

Recommendation:

That Council notes the report from the EHO/Building Surveyor 13 February 2013.

Voting Requirements: Simple Majority

Resolution No 200213-11

Moved Cr Allan / Seconded Cr Lansdell

That Council notes the report from the EHO/Building Surveyor 13 February 2013.

Carried 6/0

7.19pm - Mrs Natalie Manton, Community Development Officer, entered the chambers.

This item was brought forward to the first item on the Agenda but has been left in this order for ease of recording.

Governance, Audit and Community Service

10.2.04 – Community Development Officer's Report

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: Natalie Manton, Community Development Officer
File Reference:
Author: Natalie Manton, Community Development Officer
Disclosure of any Interest: Nil
Date of Report: 13 February 2013

Enclosure / Attachment: Nil

Arts and Cultural	<ul style="list-style-type: none"> Planning for movie night at Harrismith in 2013 and liaison with Volunteer Resource Centre. Meeting regarding Dryandra Art, Food and Wine trail.
Community Development	<p>Yealering Hall and Lakeside Toilets Refurbishment</p> <ul style="list-style-type: none"> Follow up painter regarding finishing work on the Yealering Hall and lakeside toilets. Check maintenance items at Yealering Hall. <p>Yealering Cemetery</p> <ul style="list-style-type: none"> Final arrangements for niche wall plaques. Order plaques from Arrow Bronze. Develop draft guidelines for Shire of Wickpin cemetery including plaque and monumental works specifications and location of grave sites. Initial planning for official re-opening of cemetery. Administrative guidelines for funerals and burials. <p>Townscape</p> <ul style="list-style-type: none"> Attend Townscape meeting. Query Yealering Progress Association re: swing at Caravan Park. <p>Other</p> <ul style="list-style-type: none"> Forwarded information to community members. Information requests from other Community Development Officers. Requested information from Community Development Officers network regarding Community Resource Centre refurbishment. Provided notes for Watershed. Obtained revised quote for PA system at Wickpin Community Centre. Provided information on Community Fund and provided application forms.
Community Safety and Crime Prevention	<p>Dedicated Deputy Project</p> <ul style="list-style-type: none"> Forwarded photos of Dedicated Deputy launch to Wickpin Police. Acquittal for Dedicated Deputy project Acquittal for R U 2 Close project. Provided additional information to Curtin University on crime prevention initiatives in the shire.
Economic Development	<p>Living Lakes Project</p> <ul style="list-style-type: none"> Liaison with Terry Waldron regarding future visit to lake.
Tourism Marketing and Promotion	<ul style="list-style-type: none"> Investigated funding for heritage walk trail and consultants to prepare a trails master plan to guide the development of walk trails in the shire.

	<ul style="list-style-type: none"> Submitted grant application to Eventscorp for camping weekend.
Sport and Recreation	<p>Synthetic Bowling Green</p> <ul style="list-style-type: none"> Re-submitted request for payment of final instalment. Researched signage requirement for Dept Sport and Rec. <p>Yealering Bike Skills Track</p> <ul style="list-style-type: none"> Discussions with Yealering Progress Association regarding relocation of gazebo. Discussion with Peter Vlahov, Peter Bransby and Trevor Tapping regarding installation of play equipment and fence. <p>Kidsport</p> <ul style="list-style-type: none"> Follow up Kidsport club registrations. <p>Healthy Communities Project</p> <p>Other</p> <ul style="list-style-type: none"> Circulated information on Beat It program commencing in Wickepin
Special Needs Groups inc; Youth, Disabled and Older People.	<ul style="list-style-type: none">
Heritage	<ul style="list-style-type: none"> Discussions with Public Transport Authority regarding Old Railway Station and goods yard and lease with Brookfield Rail. Responded to request for local history information.
Other	<ul style="list-style-type: none"> Reviewed policy manual CDO report for the annual report.

Funding Applications Status Report:

Project Name	Funding Organisation	Amount Requested inc Gst	Status
Wickepin synthetic bowling green	Dept Sport and Rec	\$88,076	CSRFF Approved \$78,300. Final payment received \$74,846.
Dedicated Deputy Project		\$2,966	acquitted
R U 2 Close	Public Health Advocacy Institute of WA	\$7,500	acquitted
Regional Events Scheme	Eventscorp	\$10,000	Awaiting approval

Statutory Environment: Local Government Act 1995

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications:

Recommendation:

That council notes the report from the Community Development Officer dated 13 February 2013.

Voting Requirements: Simple majority.

Resolution No 200213-12

Moved Cr Allan / Seconded Cr Coxon

That council notes the report from the Community Development Officer dated 13 February 2013.

Carried 6/0

7.35pm - Mrs Natalie Manton departed the chambers.

Council Services

10.2.05 – 2011/2012 Annual Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	1211
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	21 January 2012

Enclosure / Attachment: Annual Report

Background:

The Annual Report for 2011/12 is required to be adopted by Council prior to advertising a date for the annual meeting of electors.

Comment:

The 2011/2012 Annual Report includes the Annual Financial Statement, Shire President's Report, Chief Executive Officer's Report, Community Development Officers Report, Audit Report and Auditors Management Report as well as other general information about council.

Council has received the Annual Audit Report for 2011/2012 from Byfields on 10 December 2012; a copy has been forwarded to the Department of Local Government as per the Local Government Financial Regulations.

The Shire of Wickepin received the audit report for 2011/12 on 10 December 2012.

The management report noted that the 2010 Annual Report was not submitted to the Department of Local Government within 30 days of being adopted by Council on the 17th August 2011.

The Management report also noted that the Shire of Wickepin has not met its requirements under Part 2 Section 5 (2) (C) of the Local Government Financial Management Regulations which states that:

The Chief Executive officer must undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 4 financial years) and report to the local government the results of those reviews.

Other than these two matters there were no significant matters that should be raised or brought to the attention of Council.

The Chief Executive has put steps in place to ensure this does not happen and the 2012/13 Budget was forwarded in the allowable time and the Audit report has been forwarded to the Departmental CEO within 30 days of the receipt by the local government's CEO of the auditor's report.

Council received the Annual Audit and Management Reports provided by Byfields Accountants and Financial Advisors for the year ended 30th June 2012 at 20 December 2012 Council Meeting.

Statutory Environment: Local Government Act 1995

5.53. Annual reports

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain —*
 - (a) *a report from the mayor or president;*
 - (b) *a report from the CEO;*
 - [(c), (d) deleted]*
 - (e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year;*
 - (f) *the financial report for the financial year;*
 - (g) *such information as may be prescribed in relation to the payments made to employees;*
 - (h) *the auditor's report for the financial year;*
 - (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993;*
 - (hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
 - (i) *the number of complaints recorded in the register of complaints;*
 - (ii) *how the recorded complaints were dealt with; and*
 - (iii) *any other details that the regulations may require;*
 - and*
 - (i) *such other information as may be prescribed.*

[Section 5.53 amended by No. 44 of 1999 s. 28(3); No. 49 of 2004 s. 42(4) and (5); No. 1 of 2007 s. 6.]

Financial Implications: Nil

Policy Implications: Nil

Strategic Implications: To provide efficient, effective and accountable governance.

Summary:

Council is being requested to accept the 2011/12 Annual Report as attached under separate cover.

Recommendation:

That the 2011/2012 Annual Report for the Shire of Wickpin be adopted, and that the annual electors meeting and Farmers Forum be held on 20 March 2012 at 8.00pm.

Voting Requirements: Absolute majority

Resolution No 200213-13

Moved Cr Astbury / Seconded Cr Coxon

That the 2011/2012 Annual Report for the Shire of Wickpin be adopted, and that the annual electors meeting and Farmers Forum be held on 20 March 2012 at 8.00pm.

Carried 6/0

Governance, Audit and Community Services

10.2.06 – DEMC Un-Defendable Areas

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	1211
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	16 January 2012

Enclosure / Attachment: Nil

Background:

The Chair of the Great Southern District Emergency Management Committee has requested Council to provide the GSDEC with the areas within the Shire of Wickepin that if there was a natural disaster such as flood or fire would not be defendable to a hazard such as fire or flood.

Comment:

The Shire of Wickepin in the belief of the Chief Executive officer has no area in the Shire that could not be defended with a fire or flood.

Lake Yealering may cause a challenge but would not be un-defendable to flood or fire.

Statutory Environment:

WA Local Emergency Management Committee Administration Guide

Emergency Management Act 2005

31. *District emergency management committees*
- (1) *A district emergency management committee is established for each emergency management district.*
36. *Functions of local government*
- It is a function of a local government —*
- (a) *subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district;*
- (b) *to manage recovery following an emergency affecting the community in its district; and*
- (c) *to perform other functions given to the local government under this Act.*

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested by the Chair of the Great Southern District Emergency Management Committee to provide the GSDEC with areas within the Shire of Wickepin that if there was a natural disaster such as flood or fire would not be defendable to a hazard such as fire or flood.

Recommendation:

That the Shire of Wickpin inform the Chair of the Great Southern District Emergency Management that there are no areas in the Shire of Wickpin that could not be defended against natural disasters such as flood or fire.

Voting Requirements:

Simple majority

Resolution No 200213-14**Moved Cr Lansdell / Seconded Cr Easton**

That the Shire of Wickpin inform the Chair of the Great Southern District Emergency Management that there are no areas in the Shire of Wickpin that could not be defended against natural disasters such as flood or fire.

Carried 5/1

Governance, Audit and Community Services

10.2.07 – Local Government Nominations Development Assessment Panels

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Department of Planning
File Reference:	1211
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	8 January 2012

Enclosure / Attachment: Nil

Background:

Council has received the following letter from the Director General of the Department of Planning Mr Eric Lumsden PSM regarding the appointment of Local Government Members term on Development Assessment Panels expiring on 26 April 2013;

DEVELOPMENT ASSESSMENT PANELS: LOCAL GOVERNMENT NOMINATIONS

You would be aware that on 1 July 2011 fifteen Development Assessment Panels (DAP) came into operation in order to determine development applications that meet a certain threshold value. Each DAP comprises five members: three specialist members, one of which is the presiding member, and two local government members.

Appointments of all local government DAP members expire on 26 April, 2013. Members whose term has expired will be eligible for re-consideration at this time.

An Expression of Interest for Development Assessment Panel specialist members was advertised in the West Australian on 8 and 12 December, 2012 and in regional newspapers in the week commencing 10 December, 2012. Nominations for specialist members will close on Friday, 25 January, 2013.

Under regulation 26 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, your local council is requested to nominate four elected members of the Council, comprising two local members and two alternate local members to sit on your local DAP as required.

Using the attached form, please provide names, address, email, mobile and land line telephone numbers, date of birth, employer(s), position(s) and include curriculum vitae details of your four local government DAP nominees.

Nominations are required to be received no later than Friday 15 February, 2013.

Following receipt of all local government nominations, the Minister for Planning will consider and appoint all nominees for up to a two-year term, expiring on 26 April 2015. All appointed local members will be placed on the local government member register and advised of DAP training dates and times. It is a mandatory requirement, pursuant to the DAP regulations, that all DAP members attend training before they can sit on a DAP and determine applications. Local government representatives who have previously been appointed to a DAP and have received training are not required to attend further training.

Local government elections may result in a change to local DAP membership if current councillors, who are DAP members, are not re-elected. In this instance, the deputy local DAP members will take the place of the former local DAP members. If both local and alternate (deputy) local members are not re-elected, the local government will need to re-nominate for the Minister's consideration of appointment.

The Council should consider the above matters in selecting nominees as local DAP members.

Local DAP members are entitled to be paid for their attendance at DAP training and at DAP meetings, unless they fall within a class of persons excluded from payment.

Members who are not entitled to payment of sitting, training and State Administrative Tribunal attendance fees include Federal, State and local government employees, active or retired judicial officers and employees of public institutions. These DAP members are not entitled to be paid without the Minister's consent, and such consent can only be given with the prior approval of Cabinet. This position is in accordance with *Premier's circular – State Government Boards and Committees Circular (2010/02)*.

Further information, including DAP location maps and the Premier's Circular, is available online at <http://daps.planning.wa.gov.au>.

Local representation is vital to DAPs. If no nominations are received by 28 March, 2013, or if I have not allowed the local government a longer nomination period, regulation 26 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, enables me to include on the local government register a person who is an eligible voter of your local government district and who has relevant knowledge or experience that will enable that person to represent the interest of the local community of your district.

An Expression of Interest for specialist members was advertised in December 2012, with applications closing on 25 January, 2013. You will be advised of the new specialist members once they have been appointed by the Minister.

Comment:

Under the Development Assessment Panel (DAP) regulations, each DAP will determine development applications that meet set type and value thresholds as if it were the responsible authority under the relevant planning instrument, such as the local planning scheme or region planning scheme. The DAP regulations state that DAP applications cannot be determined by local government or the Western Australian Planning Commission (WAPC).

The role of DAP members is to determine development applications within a certain type and value threshold through consistent, accountable, and professional decision-making.

There are two different types of DAPs:

1. Local Development Assessment Panels (LDAPs)

An LDAP only has one local government within its boundary area. An LDAP is established to service a single local government, where it is deemed to be a high-growth local government with enough development to support its own DAP. There is currently only one LDAP, for the City of Perth.

2. Joint Development Assessment Panels (JDAPs)

JDAPs are established to service two or more local governments. There will be 14 JDAPs in Western Australia

The Members on the Joint Wheatbelt Development Assessment Panel to the 26 April 2013 are:

Specialist Members

Presiding Member - Mr David Gray
Deputy Presiding Member - Mr Robert Fenn
Third Specialist - Mr Terence Tyzack

Local Government Members

SHIRE OF WICKEPIN
Cr Julie Russell (Member)
Cr Geraldine Hinkley (Member)

It would appear that the Shire of Wickepin has not nominated any deputy panel members to the Wheatbelt Development Assessment Panel.

Council has received the following email from the Western Australian Planning Commission regarding the closing nomination date for Development Assessment Panels;

It has been brought to the attention of the DAP Secretariat, that 15 February, 2013, the date of submission for local government nominees, does not allow sufficient time for local government Council's to consider their nominated representatives to the Development Assessment Panels, given that some Councils will not be meeting during the month of January, and those that will be meeting in January already have agendas in place.

Having considered the above, the date of submission for local government representatives to the Development Assessment Panels has been extended to 28 February, 2013.

Could you please submit your nominees on the attached form, together with a copy of their CV.

Local representation is a vital component of the Development Assessment Panel (DAP). Local members are members of a local government council who are nominated by that local government to sit on a DAP. The relevant local government will be responsible for nominating four local government representative members from the local government's pool of elected members (councillors). Two councillors will be local members, and two deputy local members to be called on if an issue of quorum arises. The Minister will appoint the local government representatives in accordance with the local government's nomination.

Should the local government fail to nominate four representatives, the Minister has the power to appoint two alternative community representatives to ensure local representation is always present on a panel. The regulations require that these alternate representatives are residents of the local area and have relevant knowledge or experience that, in the opinion of the Minister, will enable them to represent the interests of their local community.

All DAP members will be required to attend a mandatory training workshop before they can sit on a DAP for the first time. The training will address the planning and development assessment framework in Western Australia, planning law (including what is an appropriate planning consideration), operation and conduct of DAPs, and the DAP Code of Conduct and expected behaviour of DAP members. The Department of Planning will deliver this

training to all DAP members following their appointment to a DAP, and members will be paid to attend the training.

All DAP members, except those not entitled to receive sitting fees, will be paid sitting fees on a sessional basis (Premier's Circular No. 2010/02). The presiding member will be paid \$500 per session, and all other members will be paid \$400 per session 'as set out in Schedule 2 of the regulations'. The regulations provide that travelling costs that DAP members incur when attending DAP meetings are to be paid to all DAP members, including accommodation and airfares. These costs are paid as set out by the Public Sector Commissioner. For the avoidance of doubt, all DAP members, including those not entitled to be paid sitting fees, will be entitled for reimbursement for these out-of-pocket expenses.

Statutory Environment:

Planning and Development Act 2005

Planning and Development (Development Assessment Panels) Regulations 2011

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendation:

That Council nominate the following Councillors to the Wheatbelt Joint Development Assessment Panel for the Shire of Wickepin.

Cr _____ (Member)

Cr _____ (Member)

Cr _____ (Alternate Member)

Cr _____ (Alternate Member)

Voting Requirements: Simple majority

Resolution No 200213-15**Moved Cr Coxon / Seconded Cr Allan**

That Council nominate the following Councillors to the Wheatbelt Joint Development Assessment Panel for the Shire of Wickepin.

Cr Allan Lansdell (Member)

Cr Ross Easton (Member)

Cr Julie Russell (Alternate Member)

Cr Gerri Hinkley (Alternate Member)

Carried 6/0

Governance, Audit and Community Services

10.2.08 – Watershed News - Computer

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Watershed News
File Reference:	2102
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	25 January 2012

Enclosure / Attachment: Nil

Background:

Council has received a letter of request from the Watershed News Group to utilise one of the spare office computers.

Comment:

There are two spare old computers not being utilised in the Shire Offices at the moment. They are Council staffs old computers but would be quite suitable for the use of the Watershed Group.

The Chief Executive officer has had the old computer wiped of the entire Shire software so there is no problem with the Watershed group using the old computer.

If Council wishes to dispose of the property being the spare office computer then it must advertise the disposal as per section 3.58 *Local Government Act 1995*.

Council may wish to allow the Watershed the use of Councils spare computer and then Council would not be disposing of the property and would not need to advertise any disposal and the computer would remain Councils property.

Statutory Environment: *Local Government Act 1995*

3.58. *Disposing of property*

- (1) In this section —
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and

- (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;
 - and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
- (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (5) This section does not apply to —
- (a) a disposition of an interest in land under the *Land Administration Act 1997* section 189 or 190; or
 - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
 - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
 - (d) any other disposition that is excluded by regulations from the application of this section.

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications:

Fits within the following section of the Shire of Wickepin strategic community plan 2012 – 2022;

Theme 4 – To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities		
A healthy, strong and connected community that is actively engaged and involved		
4.4 Give support to Arts, Crafts and Cultural activities and Special Events	<ul style="list-style-type: none"> Maintain the present level of support to Arts & Crafts and Cultural Groups. Encourage the conduct of "Special Events" by community and other groups 	<ul style="list-style-type: none"> We publish a monthly calendar of events and actively invest in the promotion of community activities. The Shire will actively facilitate access to suitable tertiary education services to help meet our community's needs.

Recommendation:

That Council advertise that it is disposing of one surplus office computer to the Watershed News by the way of donation under section 3.58 of the Local Government Act 1995.

Voting Requirements:

Absolute majority

Resolution No 200213-16**Moved Cr Astbury / Seconded Cr Allan**

That Council advertise that it is disposing of one surplus office computer to the Watershed News by the way of donation under section 3.58 of the Local Government Act 1995.

Carried 6/0 Absolute Majority

Governance, Audit and Community Services

10.2.09 – Wheatbelt South SBC - Donation

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: Wheatbelt South Small Business Centre
File Reference: 1429
Author: Mark J Hook, Chief Executive Officer
Disclosure of any Interest: Nil
Date of Report: 25 January 2013

Enclosure / Attachment: Nil

Background:

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

SHIRE OF WICKPIN	
DATE RECEIVED:	22-01-2013
ACTION:	CEO
REPLY:	FINANCE
INFO BTN:	ESO
AGENDA:	MGR WKS
PRES/CRS:	EHO
FILE NO:	CDO



21 January 2013

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

2013 Wheatbelt South Small Business Awards

Dear Mark,

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

The 2013 Awards are scheduled to be held in May 2013 with applications from small businesses in the Wheatbelt South region closing on 19 April 2013. We are offering the LGA's within our region (8 in particular) to finance the "Regional Local Government Authority Award" for the Community Business category. This category includes any community business that is not-for-profit and incorporated and we believe there are many within the region that qualify for this award and would be deserving of appropriate recognition.

We are seeking a \$200 donation from each of the Regional LGA's and your support in this regard would be appreciated.

Once we have received the above support from the regional LGA's, the award category can be confirmed and arrangements made for a representative to present the award on the evening of the 19 May 2013.

In an effort to attract a good number of applications from local businesses within the region, we will be conducting workshops to assist potential applicants on how to prepare their submission and relieve any stress in doing so.

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



Yours sincerely,



Neil Butterworth

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

Neil Butterworth – Manager
P/F: 08 98813000 M: 0437 048 615
Cnr Park & Fairway Sts Narrogin WA 6312

Comment:

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

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

Statutory Environment: *Local Government Act 1995*

Policy Implications: Nil

Financial Implications: Cost of the Donation requested \$200

Strategic Implications:

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

Theme 3 – To promote the development of a viable and diversified local economy		
A strong, diversified economic and industrial base that provides new and varied employment opportunities for all age groups.		
Goal	Action	Measure
3.1 To actively support the development of tourism opportunities in the Shire.	<ul style="list-style-type: none"> Investigate and implement methods for improving the promotion of tourism in the district. Liaise with local and regional tourist promotion groups with the aim of promoting the development of tourism in the Shire. Seek advice from the WA Tourism Commission with regard to promoting the district. Publicise the availability of the information and encourage local and external entrepreneurs to become actively involved in the Shire of Wickepin. 	<ul style="list-style-type: none"> Measure our Shire's progress in accordance with Wickepin's tourism Development Plan
3.2 Support activities that lead to diversification and sustainability of the rural industry.	<ul style="list-style-type: none"> Support the efforts of the Facey Group towards diversification and sustainability of rural industry. Investigate and support where possible the actions being taken towards the development of industry in the district. 	<ul style="list-style-type: none"> We have a published strategic economic development plan for the Shire. This will include: <ul style="list-style-type: none"> an economic diversification plan an infrastructure strategy extractive industries strategy
3.3 Actively support extractive industries - not to the detriment of	<ul style="list-style-type: none"> Support the development of mining, particularly the proposed Kaolin mine, while ensuring that it is not developed to the detriment of the 	

Theme 3 – To promote the development of a viable and diversified local economy

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

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

Recommendation:

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

Voting Requirements: Absolute majority

Resolution No 200213-17

Moved Cr Lansdell / Seconded Cr Easton

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

Carried 6/0 Absolute Majority

Governance, Audit and Community Services

10.2.10 – 2012/2013 Budget Review

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	1208
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 February 2013

Enclosure / Attachment: Annual Budget Review for the year ended 30 June 2013

Background:

Council under the *Local Government (Financial Management) Regulations 1996* must undertake a review of its Budget in each financial year between 1st January and 31st March.

Comment:

The table below highlights the major changes to the Adopted 2012/2013 Budget as shown in the Attached Budget Review for Council adoption;

Shire of Wickepin NOTES TO THE BUDGET REVIEW REPORT For the Period Ended 31st January 2013							
Note 5: BUDGET AMENDMENTS Amendments to original budget since budget adoption. Surplus/(Deficit)							
GL Code	Description	Comment	Classification		Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
					\$	\$	\$
	Budget Adoption		Opening Surplus (Deficit)				19,513
0181	Grants Commission Income	Decrease in Grants Commission Allocation 2012/2013	Operating Revenue			(53,332)	(33,819)
5732	Plant Reserve Transfer to Reserve Reduction		Capital Expenses		37,475		3,656
3364	Building Reserve Transfer to Reserve Reduction		Capital Expenses		15857		19,513
LEDC	Waste water dam storage tank	Cost of New Chlorinator	Capital Expenses			(14,000)	5,513
LED1	Closed Circuit Television	Put towards New Chlorinator	Operating Expense		10,000		15,513

3905	Transfer from Sewerage Reserve	Put towards New Chlorinator	Capital Expenses		4,000		19,513
0954	Shredder	Not required at this stage	Capital Expenses		2,000		21,513
LHS1C	Computers	Not required at this stage	Capital Expenses		1,000		22,513
CLCH1	7 Rintel Street Cooktop	Budget Over Run Stove broke down	Capital Expenses			(2,000)	20,513
CLYS1	Cottage Homes Refurbishment	Not Required until review of Aged units undertaken	Capital Expenses		35,000		55,513
CLPC1	Young Singles Accommodation Blinds	Over Budgeted	Capital Expenses		4,000		59,513
CLCC1	Wickepin Toilets Wireless Router CCTV	Over Budgeted	Capital Expenses			(500)	59,013
WBGC	Wickepin Community Centre PA System	Under Budgeted Total Cost \$18,000	Capital Expenses			(9,200)	49,813
5732	Wickepin Club Synthetic Bowling Greens	Increase Self Supporting Loan WDSC	Capital Expenses			(35,000)	14,813
4944	Increase Self Supporting Loan WDSC	Increase Self Supporting Loan WDSC	Operating Revenue		35,000		49,813
LPU2	Yealering Hall Lakeside Amenities	Over Budgeted already spent 12/11	Capital Expenses		12,900		62,713
YGMR	Yealering Golden Memorial Park	Budget as part of R4R changed to Swimming Hole	Capital Expenses		25,000		87,713
YSHC	Yealering Swimming Hole	Budget as part of R4R changed from GMP	Capital Expenses			(25,000)	62,713
RETU	Wickepin Oval Reticulation	Over Expended	Capital Expenses			(33,000)	29,713
CWMM1	War Memorial	Not Required 22012/2013 Budget	Capital Expenses		25,000		54,713
LFP1	Foot Paths	Budget Overrun	Capital Expenses		8,500		63,213
6034	Backhoe	Over Budgeted	Capital Expenses		17,600		80,813
6013	Proceeds on Sale of Backhoe	Over Budgeted	Capital Revenue			(20,000)	60,813

		Budget Overrun approved by President and CEO				
634	Ride on Mower		Capital Expenses		(2,000)	58,813
634	MWS Vehicle Purchase	Over Budgeted	Capital Expenses		(5,286)	53,257
6013	Proceeds on Sale of MWS Vehicle	Over Budgeted	Capital Revenue	2,091		55,618
6034	Facey Group Vehicle purchase	Over Budgeted	Capital Expenses		(29,091)	26,527
6013	Proceeds on Sale of Facey Group Vehicle	Over Budgeted	Capital Revenue	21,364		47,891
6034	Colorado Utility Purchase	Over Budgeted	Capital Expenses	5,135		53,026
6013	Proceeds on Sale of Colorado Utility	Over Budgeted	Capital Revenue	5,631		58,657
3203	Proceeds on Sale of Gumnut Cottage 54	Profit and Loss	Capital Revenue		(7,749)	50,908
3203	Proceeds on Sale 34 Plover Street	Profit and Loss	Capital Revenue	38,109		89,017
6034	Skid Mounted Spray Unit	Budget Saving	Capital Expenses	800		73,960
CLSY1	Wickepin Saleyards Fence	Budget Saving	Capital Expenses	1,880		75,840
352	Reduction of Election Expenses	Budget Saving No Election required 2012/13	Operating Expenses	2,000		77,840
282	Reduction in Advertising Expenses	Budget Saving	Operating Expenses	2,000		79,840
602	Reduction in Office Equipment Expenses	Budget Saving	Operating Expenses	7,000		86,840
782	Office Expenses Other	Budget Saving	Operating Expenses	1,700		88,540
1072	Fire Insurance	Budget Saving	Operating Expenses	2,049		90,589
1412	Road Wise Safer WA - CCTV budgeted twice	Budget Saving	Operating Expenses	5,000		95,589
1412	Road Wise Safer WA - Skate Park deferred	Budget Saving	Operating Expenses	20,000		115,589
1413	Grant funding - Skate Park deferred	Budget Saving	Operating Revenue		(15,000)	100,589
LMC1	Reduction in Mosquito Control Costs	Budget Saving	Operating Expenses	5,000		105,589
CDOC1	CDO Project Circus	Budget Saving Not Required	Operating Expenses	1,500		107,089
LHS7	Cleaning Vacant Houses	Over Budgeted	Operating Expenses	2,000		109,089
LRM4	Refuse Site Mtce	Over Budgeted	Operating	3,000		112,089

	Tincurrin		Expenses			
LED1	Effluent Drainage Scheme	Income From Reserve	Operating Expenses	4,000		116,089
4092	Facey Group Costs (carry over from 2012)	(carry over from 2012)	Operating Expenses		(8,750)	107,339
LCAC	Community Agriculture Centre Mtce (wiring)	Account from 2011/2012 not paid in 2011/12 and not carried forward	Operating Expenses		(4,000)	103,339
4173	Wickepin Environmental Grants	Unsuccessful	Operating Revenue		(5,500)	97,839
7117	Wickepin Fuel Facility Operating Costs	Budget Saving	Operating Expenses	5,500		103,339
4203	Planning Fees	Budget Saving	Operating Revenue	6,500		109,339
4013	Grants & Sub - Increased contribution	Increased Grant Norm King fund	Operating Revenue	5,000		114,839
4474	Grant Income - reduction in funding Bowling Green Project	CSRFF Grant decreased	Operating Revenue		(3,453)	111,386
LSP1	Swimming Pool Mtce	Budget Saving	Operating Expenses	5,000		116,386
	Staff Relocation Expenses Pool Manager	Not Budgeted For in 2012/2013 Adopted Budget	Operating Expenses		(5,000)	111,386
4933	Grant Income War Memorial	Not being undertaken 2012/2013	Operating Revenue		(25,000)	86,386
5843	Roads to Recovery Grant (over budget)	Error in carried forward figure	Operating Revenue		(126,128)	39,742
6752	Area Promotion	Over Budgeted	Operating Expenses	5,500		(32,242)
LWT1	Townscape (covers for Harvester project)	Project not proceeding 2012/2013	Operating Expenses	25,000		(9,242)
6863	Caravan Park fees	In budget twice	Operating Revenue		(1,200)	(10,442)
6864	Wickepin Caravan Park Fees	Increase in Fees	Operating Revenue	5,000		(5,442)
6873	Grants – Lottery West Harvester Cover	Project not proceeding 2012/2013	Operating Revenue		(10,000)	(15,442)
7302	Private Works Costs	Increase in Private Works	Operating Expenses		(13,000)	(28,442)
7333	Private Works	Increased	Operating	67,000		38,558

	Income	Income from Private Works sale of Gravel	Revenue			
5854	Regional Road Group	Saving in Materials	Capital Expenses		(13,693)	24,865
5622	Roads to Recovery	Saving in Materials	Capital Expenses	16,629		41,494
5844	WSC Road Construction	Saving in Materials	Capital Expenses	11,500		52,994
5602	WSC Road Maintenance	Saving in Materials	Operating Expenses	187,753		240,747
5865	Grain Freight Projects	Increased Income Saving in Overall Budget due to Council staff undertaking Projects as well as Contractors as 2012/2013 was for all work to be undertaken by contractors	Capital Expenses	185,700		426,447
5894	Grain Freight Projects Income	Increased Income for Western Power and Culverts Lomos Road	Operating Revenue		(183,699)	242,748
5742	State Blackspot Construction	Saving in Materials	Capital Expenses	4,931		247,679
2622	Other Health - Wheatbelt Integrated Aged Support	Aged Care not budgeted for	Operating Expenses		(5,000)	242,,679
3364	Transfer from Building Reserve to Land Develop Reser	Tansfer to Reserves sale plover street	Capital Expenses	38,109		280,788
4365	Land Development Reserve Proceeds Sale Plover St	Sale Plover Street	Capital Income		(38,109)	242,679
Amended Budget Cash Position(Deficit) / Surplus				897,683	(650,581)	247,102

Statutory Environment:

Local Government (Financial Management) Regulations 1996

33A. Review of budget

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

**Absolute majority required.*

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

Financial Implications:

Budget Surplus anticipated for the year ending 30th June 2013 \$247,102.

Policy Implications: Nil

Strategic Implications: To provide efficient, effective and accountable governance.

Summary:

Council is being requested to adopt the Annual Budget Review for the year ending 30th June 2013.

Recommendation:

1. That Council Adopts the Annual Budget Review as presented by the Chief Executive Officer for the year ending 30th June 2013.
2. That the Shire of Wickpin forward the adopted budget review to the Department of Local Government.

Voting Requirements: Absolute majority

Resolution No 200213-18**Moved Cr Astbury / Seconded Cr Coxon**

1. That Council Adopts the Annual Budget Review as presented by the Chief Executive Officer for the year ending 30th June 2013.
2. That the Shire of Wickepin forward the adopted budget review to the Department of Local Government.

Carried 6/0 Absolute Majority

Governance, Audit and Community Services

10.2.11 – Great Southern Fuels – Wickepin 24Hour Fuel Facility Agreement

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	810
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13 February 2013

Enclosure / Attachment: Great Southern Fuels

Background:

Council passed the following Resolution at it Ordinary Meeting held on 20 December 2012;

Resolution No 201212-11

Moved Cr Easton / Seconded Cr Coxon

That the Shire of Wickepin enter into Negotiations with Great Southern Fuels for the management of Councils 24 hour Fuel Facility in Wickepin.

Carried 7/0

The Chief Executive Officer has negotiated an agreement with Great Southern Fuels and is attached for Council attention.



Gradow Pty Ltd
ACN 008 972 281
A.G. & P.F. McWhirter
BP Australia Distributors
ABN 65 367 095 233

SHIRE OF WICKEPIN			
DATE RECEIVED:	13.02.2013		
ACTION:		CEO	
REPLY:		FINANCE	
INFO BTN		ESO	
AGENDA:		MGR WKS	
PRES/CRS		EHO	
FILE NO:	810	CDO	

Agreement

This agreement between The Shire of Wickepin and Great Southern Fuel Supplies is for the management of the self serve fuel station located on Wogolin road Wickepin.

Management

Great Southern Fuels will manage the system in it's entirety for a period of 10 years.

Maintenance

Great Southern Fuels will be responsible for the every day maintenance i.e. leaks, hoses, bowser faults, fire extinguishers, house keeping and environment issues.

We will also provide any technical assistance within our capabilities when the system is out of warranty.

The shire will be responsible for any major maintenance.

Commission

Great Southern Fuels will pay commission to a nominated Shire account accompanied with a recipient created tax invoice at the end of each month.

A break down of sales will be available if required.

The rate of commission to be paid for fuel used by the Shire and T C Williamson will be 1.10Cpl Inc Gst. All other sales will be 2.50 cpl inc gst.

www.gsfuels.com.au
Box 468, Albany, 6330. Phone (08) 9844 3243. Fax (08) 9844 3675.
Box 136, Lake Grace, 6353. Phone (08) 9865 1221. Fax (08) 9865 1359.
4 Federal Street, Narrogin, 6312. Phone (08) 9881 1962. Fax (08) 9881 2945.
Box 118, Katanning 6317. Phone (08) 9821 1766. Fax (08) 9821 2700.



Example:

Estimated volumes Shire 140000 PA
Williamson 147000 PA

287000 @ 1.10 cpl = \$3157.00 \$263.00 monthly

Other Sales 60000 PA @ 2.50cpl = \$1500.00 \$125.00 monthly

Total \$4657.00 \$388.08Per month

Out going costs

Great Southern Fuels will be responsible for the cost of phone lines.

An amount of 0.30 cpl built into the commission paid is to cover the cost of power and water.

Shire of Wickepin will incur the cost of the land lease.

Fuel Pricing

The price of fuel to the Shire is currently discounted. This discount will continue and will be applied for fuel purchased at the pumps.

Prices at the pump will be set at a competitive rate to service the community and attract more sales.

Fuel Cards

Fuel cards will be supplied for individual vehicles owned by the shire for the ease of accounting.

Mark Hook Ceo

Ray Narducci Manager

Dated:

Dated:

Attachment- Item 10.2.11

Comment:

The Chief Executive officer has negotiated a commission based on the sale of fuel from the Wickepin 24 hour fuel facility with Great Southern Fuels Narrogin.

Council currently does not have the capacity to separate the power and fuel bills at the fuel facility as they both come from the Public Conveniences in the Main Street, so the agreement has 0.03c a litre built into the commissions to cover these costs. The agreement allows for the telephone and internet expenses to be the responsibility of Great Southern Fuels.

The expected income under commissions for the year is anticipated to be approximately \$4,657 which will not cover the anticipated operating cost as the Lease with Burgess Rawson per Quarter is \$1997.50 or \$7,990 per year.

Statutory Environment: *Land Administration Act 2000*

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications:

This Fits within Theme 3 – To promote the development of a viable and diversified local economy.

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

Investigate and support where possible the actions being taken towards the development of industry in the district.

Summary:

Council is being requested to sign an agreement with Great Southern Fuels to manage the new 24 hour Wickepin Fuel Facility and to use this facility for all of Councils Plant and Equipment.

Recommendation:

That Council sign the attached Great Southern Fuels Agreement for a period of ten years for the management of the 24 Hour Wickepin Fuel Facility.

Voting Requirements: Simple majority

Resolution No 200213-19**Moved Cr Lansdell / Seconded Cr Astbury**

That Council sign the attached Great Southern Fuels Agreement for a period of ten years for the management of the 24 Hour Wickepin Fuel Facility with an Amendment to allow for a review due to the unknown power usage.

Carried 6/0

Resolution differs from the officers recommendation as Council felt they needed a clause to allow for a review of the agreement, due to the power usage at the site being unknown until the fuel facility is fully operational.

Townscape and Cultural Planning

10.3.01 – Townscape & Cultural Planning Committee Meeting**Recommendations**

Submission To:	Townscape and Cultural Planning Committee
Location / Address:	Whole Shire
Name of Applicant:	Townscape and Cultural Planning Committee
File Reference:	
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13 February 2013

Enclosure / Attachment: Nil.

Background: Townscape and Cultural Planning Committee Meeting held 13 February 2013.

Comment:

The Townscape and Cultural Planning Committee Meeting was held on Wednesday 13 February 2013 and passed the following Recommendations:

Moved Sue Astbury / Seconded Lee Parker

That Murray Lang be appointed as the Chairperson for the Townscape and Cultural Planning Committee for 2013.

Carried 6/0

Moved Lee Parker / Seconded Karen Jespersen

That the Wickpin Mothers Group be advised that the Townscape Committee believe the fencing and shade sails at the Wickpin Town Main Street Park and Playground is currently sufficient to meet the Town Park Needs.

Carried 6/0

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Not applicable.

Recommendation:

That Council pass the following recommendations;

1. That Murray Lang be appointed as the Chairperson for the Townscape and Cultural Planning Committee for 2013.
2. That the Wickpin Mothers Group be advised that the Townscape Committee believe the fencing and shade sails at the Wickpin Town Main Street Park and Playground is currently sufficient to meet the Town Park Needs.

Voting Requirements: Simple majority

Resolution No 200213-20

Moved Cr Astbury / Seconded Cr Lansdell

That Council pass the following recommendations;

1. That Murray Lang be appointed as the Chairperson for the Townscape and Cultural Planning Committee for 2013.
2. That the Wickpin Mothers Group be advised that the Townscape Committee believe the fencing and shade sails at the Wickpin Town Main Street Park and Playground is currently sufficient to meet the Town Park Needs.

Carried 6/0

Lifestyle Retirement

10.4.01 – Lifestyle Retirement Committee Meeting Recommendations

Submission To: Lifestyle Retirement Committee

Location / Address: Whole Shire

Name of Applicant: Lifestyle Retirement Committee

File Reference:

Author: Mark J Hook, Chief Executive Officer

Disclosure of any Interest: Nil

Date of Report: 13 February 2013

Enclosure / Attachment: Nil.

Background: Lifestyle Retirement Committee Meeting held 13 February 2013.

Comment:

The Lifestyle Retirement Committee Meeting was held on Wednesday 13 February 2013 and passed the following Recommendations:

Moved Colin Hemley / Seconded Fran Allan

That Karen Williamson be appointed as the Chairperson for the Lifestyle Retirement Committee for 2013.

Carried 6/0

Moved Murray Lang /Seconded Colin Hemley

That Syd Martin be appointed as a new member of the Lifestyle Retirement Committee for 2013.

Carried 6/0

Moved Coleen Thompson / Seconded Colin Hemley

That it be recommended to Council that Wendy Newman from the Wheatbelt Development Commission is asked to attend the next Lifestyle Retirement Committee Meeting on Wednesday 13 March 2013 to brief the committee on the happenings in detail.

Carried 6/0

Moved Murray Lang / Seconded Cr Coxon

That the results of the Senior Citizens Homes Survey be received.

Carried 6/0

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Not applicable.

Recommendation:

That Council pass the following recommendations;

1. That Karen Williamson be appointed as the Chairperson for the Lifestyle Retirement Committee for 2013.
2. That Syd Martin be appointed as a new member of the Lifestyle Retirement Committee for 2013.
3. That it be recommended to Council that Wendy Newman from the Wheatbelt Development Commission is asked to attend the next Lifestyle Retirement Committee Meeting on Wednesday 13 March 2013 to brief the committee on the happenings in detail.
4. That the results of the Senior Citizens Homes Survey be received.

Voting Requirements:

Simple majority

Resolution No 200213-21**Moved Cr Allan / Seconded Cr Coxon**

That Council pass the following recommendations;

1. That Karen Williamson be appointed as the Chairperson for the Lifestyle Retirement Committee for 2013.
2. That Syd Martin be appointed as a new member of the Lifestyle Retirement Committee for 2013.
3. That it be recommended to Council that Wendy Newman from the Wheatbelt Development Commission is asked to attend the next Lifestyle Retirement Committee Meeting on Wednesday 13 March 2013 to brief the committee on the happenings in detail.
4. That the results of the Senior Citizens Homes Survey be received.

Carried 6/0

11. President's Report

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:	9 January 2013

Wickepin Caravan Park

An inspection was carried out on this building to assess and report on its structural condition. The report on the Wickepin Caravan Toilet Block presented by Dan Turner (civil) RPEQ is as follows;

Structural Report on Amenities Block, Wickepin Caravan Park, 7 Fisher St, Wickepin

Summary

An inspection was carried out on this building to assess and report on its structural condition by Dan Turner (Civil and Structural Engineer) with the Shire's CEO Mark Hook & Building Surveyor Allan Ramsay on Wednesday 12th December 2012.

The building is in a reasonable state from a structural perspective, i.e. its ability to support its dead load and withstand loads imposed on it such as wind and earthquake. The inadequate foundations of the building have produced some cracking from seasonal variation of the ground conditions.

Observations during Inspection

An extensive crack pattern exists in the brick walls consistent with cyclic seasonal movement of the foundations from ground swelling. Previous re-mortaring of these cracks has been carried out on cracks up to 10 mm wide. A brown mortar has been used on some, which makes the cracks' existence conspicuous. In other areas, grey mortar has been used, but this has not matched existing mortar either. I confirm that I do not consider the Amenities Building, Wickepin Caravan Park to be unsafe. The cracking is due to ground movement combined with undersized foundations. I think the footings are probably about 300x300 which is inadequate in the highly 2 reactive ground. For full masonry I would have used footings 400 wide x 600 deep, dug 400 deep into a sand base. After about 27 years, the cracks are severe with maximum measured widths of 15-20mm. This implies a damage category 4 severe, and a soil classification of H2

Remedial Works

Before any remedial work is carried out, I recommend that the crack width variation be measured over at least a year, and preferably two years. These cracks can easily be re-mortared, and this should be done when the cracks are at a MINIMUM WIDTH. Re-mortaring these joints after raking out the existing mortar will provide the lateral stability required to the walls. There will be far less movement in the future but there will still be some minor cracking as the foundations rise and fall with varying ground moisture. I doubt that future cracks will be more than 2-3mm wide. Small cracks will still provide support to walls. Ordinary mortar should be used on damp brickwork, after raking out the mortar, and then tooling the joints. It is better to fill in cracks with mortar rather than replace bricks, if very close colour matching bricks are not available, and of course cheaper.

However, to maintain a high standard, in cracks where large movement persists, they could be re-laid and sliding joints incorporated into the brick work as per attached detail.

I also recommend that the gardens be eliminated around the building, the reticulation be removed, the ground be sloped away from the building and the exterior be paved for a meter around the building.

Before any other work is done, a clear drainage path should be constructed around the building. This should have a slope of at least ¼% and preferably ½%. The ground should slope away from the building with a gradient of 5% for a distance of 1m or preferably 2m into this surface drain or over the kerb as applicable. Any depressions in the ground should be filled.

Sometime after the surface drainage has been improved, the cracks should be repaired by re-pointing or by relaying. A competent bricklayer experienced in this type of repair should be used.

The following Items from the report will be dealt with:

1. Crack width variation will be measured over a two year period.
2. Gardens re-designed around the building.
3. Ground will be sloped away from the building.
4. The exterior to be paved for a meter around the building in the 2013/14 Budget Estimates.
5. Clear drainage path will be constructed around the building in the 2013/14 Budget Estimates.
6. If no further cracking Mortars to be repaired.

Chief Executive Officer Annual Leave

I will be taking Annual leave from Friday 8 March 2013 to Friday 22 March 2013. In my absence Mrs Natalie Manton CDO will be made Acting CEO.

Wickepin Caravan Park RV Dump Point

The Plumber has installed the RV Dump point at the Wickepin Caravan Park and it is fully operational. It has been placed on the second site by the main sewerage inspection point, as the garden area near the ablution block was not large enough to cater for the size of the actual dump point. All the relevant signs will be put in place shortly.



Swimming Pool

The Chief Executive officer has received the Annual report from the Royal Life Saving Society – Western Australia and there are a couple of issues that need addressing these are:

- No “Deep Water” warning signage in place.
- Minimal front entry signage in place.
- Minimal direct parental supervision signage in place around appropriate areas of the Wickpin Swimming Pool.
- No internal Exit / Emergency Exit signage in place.
- Current GPOs on pool concourse located below 1.2M.
- Minimal pipe markings in place.
- No automated dosing system in place for the introduction of Hydrochloric Acid.
- No chemical manifest documentation sighted.
- Current MSDS documents require updating.
- No bund in place for Hydrochloric Acid containers.
- No chemical feed line marking in place.
- No PPE signage in place around immediate chemical handling and storage areas.
- No “Hazchem” signage in place at front entry and chemical delivery point to the Wickpin Swimming Pool.
- Facility currently not part of “Watch Around Water” program
- No formal Operations Manual documentation in place.
- No formal Evacuation Plan documentation sighted.
- No formal hire agreement documentation sighted.

The Chief Executive Officer is working with the Swimming Pool Manager and Council Health Building Inspector to rectify these issues over the pool season.

The Shire of Wickepin has received the following letter from Councils Insurers LGIS;

Dear Mark

RE: Wickepin Swimming Pool Bulkhead

Thank you for meeting with Leon Lawrence, Mark Southgate and myself regarding the bulkhead located in the deep end of the Wickepin Swimming Pool.

As you are aware the LGIS Liability scheme faced a significant settlement where a Local Government was found liable at Trial regarding an injury claim associated with diving from non-compliant starting blocks at an aquatic centre.

As discussed, whilst the bulkhead located in the deep end of the Wickepin Pool may not strictly fit within the definition of a starting block as provided in the Royal Life Saving Australia guidelines, this is not the entire issue at hand.

Some of the findings from the Trial inferred that the failure to remove the starting blocks caused the accident and that the blocks may have presented an invitation to dive. In its current form, the step up to the bulkhead in the deep end of the Wickepin swimming pool may be interpreted as a step up to a platform for the purpose of diving. Given the water depth in front of the bulkhead is less than the required minimum of 2.0m for situations involving recreational swimming, this presents a significant liability exposure to both the Shire and LGIS.

We understand it would not be a practical treatment option to completely isolate the bulkhead in its current form considering the possibility this may introduce further hazards. Therefore we request the Shire perform the following actions:

- Carry out removal of the upper section of the bulkhead resulting in the same height above the pool deck as the shallow end bulkhead
- Install no-diving signage to the top of the rectified bulkhead
- Demonstrate that reasonable attempts are being made to enforce the no-diving prohibition
- Introduce suitable temporary measures to manage no-diving from the bulkhead in the form of practical isolation, signage and supervision until rectification of the bulkhead is achieved

In regards to financial assistance, the Shire has utilised its current LGIS Members Experience Account balance on other risk management initiatives, however it will be clearer towards the end of financial year if there may be funds available in 2013 to assist with the risk mitigation measures outlined above.

Please contact myself should you require clarification of this matter otherwise we look forward to your confirmation of proposed actions and eventual photographic evidence of the rectified bulkhead.

No diving sign to be placed on the bulkhead until it is removed;



The Chief Executive Officer is currently looking at this situation with the Works Manager to ascertain if the bulkhead can just be cut down to the lower level or if it is part of the main swimming pool bowl there may be a large expense to remove the bulk head.

The no diving signs have been installed and the Swimming Pool Manger will be advised to ensure he enforces the no diving from the bulkhead at the 1.8m end.

Cleaner Position Yealering

The current Cleaner, Irene Watkins, has advised she will stop the contract cleaning at the Yealering Hall and Lakeside amenities as soon as a new contractor is found. Irene will still be cleaning the caravan park ablutions and dongers. The following advert was placed in Yealering and as of the 8 February 2013 Council had received three applicants for the contract cleaning of the Yealering hall and Lakeside amenities.

Applications are invited for the casual position of part time Cleaner with the Shire of Wickepin under contract. The position will involve the cleaning of the Yealering Hall and Yealering Lake Toilets. Further details can be obtained by contacting Mark Hook on 9888 1005 or ceo@wickepin.wa.gov.au. Applications close Friday 8th February 2013.

The Cleaning Contract for the Yealering Hall has been awarded to Kelly Cochrane and Maureen Preedy of Yealering at the rate of \$25 per hour.

Attached is the Description of works to be carried by the contract cleaners;

SHIRE CLEANER YEALERING HALL LAKESIDE AMENITIES - JOB DESCRIPTION

Check diary at Shire weekly – the office will advise if any bookings are made at short notice.

YEALERING HALL – DAILY APPROX 30 MINUTES

- Clean toilets, basins, urinals etc
- Check toilet paper and paper towel

YEALERING HALL- WEEKLY – APPROX 3 Hours

- Run dust mop over hall floor and stage
- Vacuum
- Empty all bins and put outside
- Clean toilets
- Check paper towels and toilet paper
- Wash kitchen floor if required
- Spot clean windows
- Clean Ovens and stovetops
- Wipe down kitchen benches, and bar area
- Remove Spider webs

YEALERING HALL- AFTER EACH USE - APPROX 3 Hours

- Vacuum
- Run dust mop over hall floor and stage
- Empty all bins and put outside
- Clean toilets
- Check paper towels and toilet paper
- Clean kitchen
- Wash kitchen floor
- Spot clean windows
- Clean Ovens and stovetops
- Wipe down kitchen benches

YEALERING HALL - ANNUALLY – APPROX 8 HOURS

- Arrange for Professional cleaning of carpets
- Polish floor of main hall
- Clean exhaust fan covers
- Clean all wall tiles
- Clean Ovens and stovetops
- Clean all Windows

YEALERING LAKESIDE AMENITIES – DAILY APPROX 30 MINUTES

- Clean toilets, basins, urinals etc
- Check toilet paper and paper towel

YEALERING LAKESIDE AMENITIES – WEEKLY APPROX 1 HOUR

- Hose out shower and toilets
- Mop shower recess and toilets
- Remove Spider webs

GENERAL

- All supplies are ordered through the Shire Office.
- Report any maintenance issues to office

Main Roads - Network 4 Addendum RAV Permits

Simon Wakeling Heavy Vehicle Operations has advised that the following roads have been added to the Network 4 RAV Permit System;

Local Government:		429 Wickepin				
Road No.	Road Name	From Intersection	From SLK	To Intersection	To SLK	Special Conditions
4290163	Stock Route Rd	Wickepin - Harrismith Rd	0.00	Rabbit Proof Fence Rd Sth (Kulin)	6.24	CA07. No operation during school bus hours. Transport operators are to contact the local schools to obtain bus hours.
4290163	Stock Route Rd	Wickepin - Harrismith Rd	0.00	Rabbit Proof Fence Rd Sth	6.24	CA07. No operation during school bus hours. Transport operators are to contact the local schools to obtain bus hours.
4290010	Toolibin North Rd	Wickepin - Harrismith Rd	15.58	Yilliminning Rd	20.14	Northbound - No left turn into Wickepin Harrismith Rd
4290002	Wickepin - Harrismith Rd	Toolibin North Rd	8.36	Stock Route Rd	27.65	CA07. No operation during school bus hours. Transport operators are to contact the local schools to obtain bus hours. West bound - No left turn into Baker Rd (intersection no.15746). - No Right turn into Toolibin Nth Rd (intersection no. 6007). East bound - No left turn into Toolibin Nth Rd. - No left turn into Baker Rd
4290004	Yilliminning Rd	Narrogin - Harrismith Rd (Narrogin)	0.00	Line Rd	5.30	Maximum Speed 70km/h
4290004	Yilliminning Rd	Narrogin - Harrismith Rd	0.00	Line Rd	5.30	Maximum Speed 70km/h

Wickepin Playgroup

The Wickepin Playgroup held a lease with the Shire of Wickepin for the buildings situated on Wickepin Lot 1 Campbell Street, formerly the Wickepin Pre-Primary. The lease expired on the 22nd day of November 2002 and the Chief Executive Officer was working with the Wickepin playgroup to renew the Lease for the Pre Primary buildings and grounds based on the old lease arrangements.

The President of the Wickepin Playgroup has advised the Chief Executive Officer that they no longer want a lease over the whole building as they would only like an agreement for the day they use the Pre Primary building only. The Wickepin Playgroup have advised that they will still look after the minor maintenance and the gardens as part of the new agreement. This will mean that Council will take over the power bill and pro-rata the user of the building the power account.

The Wickepin Playgroup President has also been advised that Council will no longer take responsibility for their items in the building as we will now rent out the building to other users such as the Wickepin Mothers Group who wish to use the building on a Thursday.

The new agreements for the Wickepin Playgroup and the Wickepin Mothers Group will be presented for signing at the March or April Meetings.

Grain Freight – Lomos Road

Councillors Solicitors have been working on the land resumption for Lomos Road Grain Freight Project but have advised that;

"We hadn't received any correspondence back from Mr Treasure, so we forwarded a registered post letter; this was returned to us yesterday, advising that he has left that address. Therefore we believe that a forced resumption would be the best option. We suggest you contact Main Roads to arrange this."

Main Roads have agreed to commence the process of a forced land resumption and the cost associated with land acquisition and as this is part of the project, therefore Main Roads will manage the cost associated with land acquisition process directly from the project funds.

Delegations

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO			
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO	Patio Addition 2 Wogolin Road Wickepin WA 6370	13 December 2012	J. Menegola
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO			
A13	Hire of Community Halls / Community Centre	CEO	Wickepin Primary School – Schools end of year concert	13 December 2012	Catherine Gordon/Shirley Hemley
			Wickepin Community Christmas Tree – Annual Christmas Tree for children	15 December 2012	Jo Doncon
			Yealering Primary School – End of year Presentation Evening	17 December 2012	Dani Sims
			Karen Hill – Family Christmas	25 – 26 December 2012	Karen Hill
			Ken Cumming – Wake	23 January 2013	Keallie Scott

Recommendations:

1. That Council endorses the Chief Executive Officers Report dated 9 January 2013.
2. That Mrs Natalie Manton be appointed acting Chief Executive Officer during the period of annual leave from Friday 8 March 2013 to Friday 22 March 2013 at the CEO's normal rate of pay.

Voting Requirements: Simple majority

Resolution No 200213-22**Moved Cr Astbury / Seconded Cr Lansdell**

1. That Council endorses the Chief Executive Officers Report dated 9 January 2013.
2. That Mrs Natalie Manton be appointed acting Chief Executive Officer during the period of annual leave from Friday 8 March 2013 to Friday 22 March 2013 at the CEO's normal rate of pay.

Carried 6/0

13. Notice of Motions for the Following Meeting

14. Reports & Information

15. Urgent Business

16. Closure

There being no further business the Presiding Officer declared the meeting closed at 9.16pm.