

Minutes

ORDINARY MEETING OF COUNCIL 15 MAY 2013 COUNCIL CHAMBERS WICKEPIN



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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 15 May 2013**

The President declared the meeting open at 3.31pm.

3.31pm – Felicity Taylor entered the Chambers.

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

Shire President	Cr SJ Martin
Deputy Shire President	Cr JA Russell
Councillors	Cr DJ Astbury
	Cr FA Allan
	Cr AG Lansdell
	Cr KL Coxon
	Cr RE Easton
	Cr GCL Hinkley
Chief Executive Officer	Mr MJ Hook
Executive Support Officer	Miss LG Pearson

Leave of Absence (Previously Approved)

Apologies

2. Public Question Time

Felicity Taylor, President of Wickepin Football Club, informed Council of the signage requested for the BBQ at the Community Centre on behalf of Wickepin Football Club. Felicity Taylor advised Council of the Football Clubs preference in size, colour and acknowledgement to the sponsors of the BBQ.

Felicity Taylor gave an update of the situation with hiring/purchasing of a Coffee Vending Machine for the Community Centre, and advised Council that the Football Club felt it will not be required during match days, and may not prove to be a reliable source of income. Therefore, the Football Club has withdrawn its application from the Shire of Wickepin Community Grants 2013.

Felicity Taylor, as her role as Executive Officer of the Facey Group, gave an update of the Community Agricultural Centre and its recent restoration and thanked Council on behalf of the Facey Group Committee.

3.37pm – Felicity Taylor departed the Chambers.

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

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

Item	Item Title	Councillor/Officer	Interest	Reason
10.1.01	Manager of Works and Services Report	Cr A Lansdell	Proximity	Lives across the Road on Campbell Street.
10.2.07	Proposed Fixed Wireless Facility Lot 208, 17 Richter Street Wickepin	Cr J Russell	Proximity	Lives on adjoining lot.
10.2.14	Wickepin Football Club Sponsorship 2013 Football Season	ESO Leah Pearson	Impartiality	Secretary of the Wickepin Football Club.
10.2.15	Wickepin Football Club Sponsorship Signage	ESO Leah Pearson	Impartiality	Secretary of the Wickepin Football Club.

6. Confirmation of Minutes – Ordinary Meeting of Council – 17 April 2013**7. Receival of Minutes****Resolution No 150513-01****Moved Cr Coxon / Seconded Cr Allan**

That the minutes of the Ordinary Council meeting held on Wednesday 17 April 2013 be confirmed as a true and correct record.

Carried 8/0

7.1 Bush Fire Control Officer's Meeting

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:	18 April 2013

Enclosure / Attachment:

Minutes of the Bush Fire Control Officer's Meeting held on Tuesday 16 April 2013.

Background:

The Bush Fire Control Officer's Meeting was held on Tuesday 16 April 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 Bush Fire Control Officer's Meeting held on Tuesday 16 April 2013 be received.

Voting Requirements: Simple majority.

Resolution No 150513-02

Moved Cr Lansdell / Seconded Cr Astbury

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

Carried 8/0

Receival of Minutes

7.2 Governance, Audit and Community Services Committee Meeting

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Leah Pearson, Executive Support Officer
File Reference:	
Author:	Leah Pearson, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	1 May 2013

Enclosure / Attachment:

Minutes of the Governance, Audit and Community Services Committee Meeting held on Wednesday 1 May 2013.

Background:

The Governance, Audit and Community Services Committee Meeting was held on Wednesday 1 May 2013.

Comment:

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

Statutory Environment:

Section 5.22 of the Local Government Act 1995

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the minutes of Governance, Audit and Community Services Committee Meeting held on Wednesday 1 May 2013 be received.

Voting Requirements: Simple majority.

Resolution No 150513-02

Moved Cr Lansdell / Seconded Cr Astbury

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

Carried 8/0

Receival of Minutes

7.3 Technical Services 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:	1 May 2013

Enclosure / Attachment:

Minutes of the Technical Services Committee Meeting held on Wednesday 1 May 2013.

Background:

The Technical Services Committee Meeting was held on Wednesday 1 May 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 meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the Minutes of the Technical Services Committee Meeting held on Wednesday 1 May 2013 be received with the Status Report being altered to read as; MWS spoken to Mr Clinton Hill advising that if truck continues to damage kerbing.

Voting Requirements: Simple majority

Resolution No 150513-02

Moved Cr Lansdell / Seconded Cr Astbury

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

Carried 8/0

Receival of Minutes

7.4 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:	8 May 2013

Enclosure / Attachment:

Minutes of the Townscape & Cultural Planning Committee Meeting held on Wednesday 8 May 2013.

Background:

The Townscape & Cultural Planning Committee Meeting was held on Wednesday 8 May 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 8 May 2013 be received.

Voting Requirements: Simple majority.

Resolution No 150513-02

Moved Cr Lansdell / Seconded Cr Astbury

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

Carried 8/0

Receival of Minutes

7.5 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:	8 May 2013

Enclosure / Attachment:

Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 8 May 2013.

Background:

The Lifestyle Retirement Committee Meeting was held on Wednesday 8 May 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 8 May 2013 be received.

Voting Requirements: Simple majority.

Resolution No 150513-02

Moved Cr Lansdell / Seconded Cr Astbury

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

Carried 8/0

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.	✓	MOU signed.
343-200213-15	Local Government Nominations Development Assessment Panels	CEO	That Council nominate the following Councillors to the Wheatbelt Joint Development Assessment Panel for the Shire of Wickepin. Cr Allan Lansdell (Member) Cr Ross Easton (Member) Cr Julie Russell (Alternate Member) Cr Gerri Hinkley (Alternate Member)	✓	Sent Councillor's CV's and written profiles to DAP on 19/04/2013.
351-200313-11	Peter & Janet Vlahov - Lease of Land	CEO	Council requests the CEO to put forward an agenda item at the next Ordinary Meeting of Council to discuss leasing of part or whole of the English Land and outline a development plan.	✓	Will be part of 12/13 Residential Land Development.
353-200313-13	Railway Land Lease 2013	CEO	Council authorise the CEO to negotiate a variation to the existing lease (L2663) for peppercorn rental to include: 1. The fenced compound immediately east of the Wickepin Railway Station store old farm machinery as part of the heritage precinct. 2. Railway Station building. 3. Additional land as illustrated on the map attached. 4. A maximum of \$1000 be allocated for the fees associated with varying the existing lease agreement.	○	Lease being negotiated.
355-170413-07	Write Off Of Overdue Account	CEO	That council write off the account against Mr Charles Dwight being the amount of \$2700.	✓	The Finance Officer, Bronwyn Dew has been informed of Council's resolution.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
356- 170413-09	Application for Home Occupation– 5 Smith Street, Wickepin	CEO	That Council resolves to approve the application from Mrs Chanthoeun Reung to operate a home business at 5 Smith Street, Wickepin subject to the following conditions: 1. Notice of the proposed use or development served on nearby owners and occupiers who, in the opinion of the local government are likely to be affected by the granting of planning approval, stating that the submission may be made to the local government by a specified date being not less than 14 days from the day the notice is served; 2. The home business to comply with the Health (Skin Penetration Procedures) Regulations 1998; 3. The home business is approved providing there is no objection after the closing date of the submission to neighbours; and 4. In the event that there are any objections the matter be referred back to Council.	✓	Letter sent to Mrs. Chanthoeun Reung on 19/04/2013 advising her of Council's resolution.
357- 170413-11	Wickepin Football Club BBQ	CEO	That the Wickepin Football Club be given permission to install a BBQ at the Wickepin Community Centre as per the following design and installation area as shown in agenda item 10.2.08 of the April 2013 Council Meeting. With the Wickepin Football Club being responsible for all costs associated with the installation of the BBQ and the BBQ to be kept clean after use by the users of the BBQ.	✓	Letter sent to Wickepin Football Club on 19/04/2013 advising of Council's resolution.
358- 170413-12	Wagin Group of Councils Strategic Waste Regional Landfill Site	CEO	That Council approve and sign the attached MOU for the Strategic Waste Project and place \$35,000 in the 2013/2014 Budget for equal share for future land acquisition from participating Local Governments who have signed the MOU.	○	Letter sent to John Case from the Shire of Wagin on 19/04/2013 advising of Council's resolution and asking to forward the MOU for signing.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
359- 170413-13	Wickepin Community Centre Play Ground	CEO	That Council apply to LotteryWest for funding, of the amount of around \$5000, for the shade sails over the Wickepin Sports Ground Play equipment.	✓	<p>Memo sent to CDO Natalie Manton on 19/04/2013 informing her of Council's decision to apply for LotteryWest funding.</p> <p>Reply letter sent to Annika Miller on 22/04/2013 advising of Council's decision.</p>
360- 170413-14	Wickepin Community Centre Play Ground	CEO	That Council place doggy dumpage bags around the Wickepin oval at a cost of \$300 per year.	✓	<p>Memo sent to MWS Peter Vlahov on 19/04/2013 asking him to order doggy dumpage bags.</p> <p>Reply letter sent to Annika Miller on 22/04/2013 advising of Council's decision.</p>

Item	Subject/Action	Officer/ File	Progress	Status	Comment
361- 170413-15	Wickepin Golf Club Sponsorship	CEO	<p>1. That Council advises the Wickepin Golf Club that Council is able to commit \$200 as sponsorship to an annual event on Anzac Day between the three Golf Clubs within the Shire of Wickepin being Harrismith, Lake Yealering and Wickepin.</p> <p>2. That Council places an amount of \$200 as annual sponsorship under 4922 Sporting Group Grants/Contributions to the Wickepin Golf Club for the Annual Anzac Event between the Wickepin, Harrismith and Lake Yealering Golf Clubs.</p>	✓	<p>Letter sent to Wickepin Golf Club on 19/04/2013 advising them of Councils resolution.</p> <p>Memo sent to SFO Bronwyn Dew advising her of cheque to be sent off when tax invoice has been received.</p> <p>\$200 has been placed in 2013/2014 budget deliberations.</p>
362- 170413-16	Wickepin Volunteer Resource Centre Sponsorship	CEO	That Council advises the Wickepin Volunteer Resource Centre that Council is able to commit \$1500 as sponsorship to the Emergency Services Dinner to Recognise Current and long serving Fire Control Officers and St John Ambulance Officers in the Shire of Wickepin.	✓	<p>Letter sent to Wickepin Volunteer Resource Centre on 19/04/2013 advising them of Councils resolution.</p> <p>Memo sent to SFO Bronwyn Dew advising her of cheque to be sent off when tax invoice has been received.</p>
363- 170413-17	Townscape & Cultural Planning Committee Meeting Recommendations	CEO	That a seating liquid limestone block be placed at the War Memorial with the following approximate dimensions; Length: 1.2m Width: 90cm Height: 50-60cm.	✓	Has been noted in May Townscape agenda that Council passed the recommendation.
364- 170413-20	Chief Executive Officer's Report	CEO	That Council appoint WALGA to do the 2013 CEO Review.	✓	WALGA appointed.

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

○ = in progress ✓ = completed ✕ = superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

3.40pm – MWS Peter Vlahov entered the chambers.

3.46pm - Cr Lansdell departed the Chambers due to a proximity interest – lives on Campbell Street, opposite to the trees that Council may remove.

Infrastructure and Engineering Services

10.1.01 – Manager Works and Services Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Peter Vlahov, Manager Works & Services
File Reference:	2610
Author:	Peter Vlahov, Manager Works & Services
Disclosure of any Interest:	Nil
Date of Report:	9 May 2013

Enclosure / Attachment: MWS Works Register 2013

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

Comment: Not applicable.

Programmed Construction Works

- Pauley Road Gravel Sheeting – Gravel sheeting has been progressing and is 75% completed.
- Leeson Road Gravel Sheeting – Pruning and vegetation cleanup work is in progress.
- Wedin South Road – Gravel sheeting is in progress.
- Wickepin Fuel Facility – Fire fighting equipment has been installed and fencing has almost been completed

Maintenance Works

Please see ongoing list attached

Occupational Health and Safety

There have been no incidents to report.

Workshop

- General ongoing servicing.
- Manufacturing fencing and other components for the Fuel Facility.

Parks and Gardens

- Ongoing general garden and reticulation servicing.
- Rabbit control at various locations.
- Begin winter weed control spraying.

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary: Not applicable.

Recommendation:

That council notes the report from the Manager of Works and Services dated 9 May 2013.

Voting Requirements: Simple majority

Resolution No 150513-03

Moved Cr Astbury / Seconded Cr Russell

That council notes the report from the Manager of Works and Services dated 9 May 2013.

Carried 8/0

3.49pm – Cr Lansdell returned to the chambers.

MWS Work Register - 2013

	Date of Request	Area	Action Requested	Requested by	Completed Y/N	Date Completed	Notes
2012	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	Harrismith	Drainage in Harrismith footpath area. New drainage to be placed behind kirb.	Technical Services Committee	✓		Cut curb and put drain in - will monitor.
	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	✓	01/05/2013	Complete.
	20/08/12	Wickpin	Fuel Depot	Pete Vlahov	○		Just fencing to complete.
	20/08/12	All	Refuse Sites Signage	Pete Vlahov	○		Ordered signage. Signs received. Being installed.
	3/10/12	Wickpin	Exit Light on footy oval side of community centre.	Felicity Astbury	✓		Ordered new exit lights.
J a n	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	○		Sign repaired, just needs to be re-installed.
	31/01/13	Harrismith	Murray Road sign needs replacing.	Julie Murray	○		Signs ordered.
F e b	08/02/13	Wickpin	Yarling Brook sign reads wrong - needs replacing.	Helen Sands	✓	April 2013.	Complete.
	13/02/2013	Harrismith	Harrismith footpath needs attention.	Townscape	✓	April 2013.	Complete.
	5/03/2013	Wickpin	Pete to take photos of Railway stuff	ESO	✓		ESO sent photos.
M a r	12/03/2013	Yealering	Washing machine leaking and TV making a strange noise at the Yealering Caravan Park.	Peter Stribling	○		
	21/03/2013	Wickpin	Community Centre - cool room needs servicing	Wickpin FC	○		Pete to ring Retravision.
	26/03/2013	Wickpin	Cricket Pitch mats to be put back on oval.	Ty Miller	✓	10/04/2013	Complete.
	3/04/2013	Wickpin	Yarling Court - Gum Trees need pruning.	Annual Inspections	✓	April 2013.	Completed.
	3/04/2013	Wickpin	Yarling Court - Unit 4 - Clean light out the front door on ceiling.	Annual Inspections	○		
	3/04/2013	Wickpin	5 Smith Street - cut down dead tree at the front of the house.	Annual Inspections	✓	9/04/2013	Completed.
	3/04/2013	Wickpin	5 Smith Street - Retic needs fixing.	Annual Inspections	○		
	3/04/2013	Wickpin	10 Smith Street - Clothes line needs fixing.	Annual Inspections	○		
A p r i l	4/04/2013	Wickpin	Fix up gate way on Lomos Road following road widening.	Brian Shipley	○		
	4/04/2013	Yealering	Drains on side of road following road widening on Yealering Pingelly Road.	Lindsay Corke	○		
	4/04/2013	Wickpin	Speakers installed in Wickpin Community Centre.	Natalie Manton	○		Two still to be installed.
	4/04/2013	Yealering	Finish mulching and retic at Yealering cemetery.	Natalie Manton	✓	April 2013.	Completed.
	5/04/2013	Wickpin	Hockey lines not marked correctly on the oval?	Stefie Green	✓	26/04/2013	Pete Vlahov checked lines and they are marked correctly.
	10/04/2013	Wickpin	Bird droppings on Honour Board need cleaning.	CEO	✓		Cleaned off.
	10/04/2013	Wickpin	Mice baits in store room for Netball - replace baits in all store rooms.	Allan Ramsay	○		
	10/04/2013	Wickpin	Garry Harr is to check all smoke detectors in Yarling Court.	Allan Ramsay	○		
	16/04/2013	Wickpin	Plumber to check all gas systems in Yarling Court.	Allan Ramsay	○		
	17/04/2013	Wickpin	Loose Metal on Johnson Steet needs clearing away.	Dave Astbury	○		
	17/04/2013	Wickpin	Pete to order doggy dumpage bags to place around Wickpin oval.	Council	○		
	22/04/2013	Wickpin	Interchange markings need to be marked on oval.	WFC Secretary	○		
	22/04/2013	Wickpin	Community Centre Women's toilets smell - need to be loosed at.	WFC Secretary	○		
	22/04/2013	Wickpin	Glass washer in bar in the Community Centre is broken.	WFC Secretary	○		
	23/04/2013		Kirk Rock Road needs grading.	Sarah Hyde	○		
	23/04/2013	Wickpin	O'Brien Road needs grading.	Gary Lang	○		

Attachment- Item 10.1.01

Governance, Audit and Community Service

10.1.02 – Technical Services Committee Meeting Recommendations

Submission To:	Technical Services Committee
Location / Address:	Whole Shire
Name of Applicant:	Technical Services Committee
File Reference:	
Author:	Leah Pearson, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	1 May 2013

Enclosure / Attachment: Nil.

Background:

Technical Services Committee Meeting held 6 March 2013.

Comment:

The Technical Services Committee Meeting was held on Wednesday 6 March 2013 and passed the following Recommendations:

Moved Cr Lansdell / Seconded Cr Coxon

The Technical Services Committee request Council to adopt the 10 Year Plant Replacement Program 2013/14 to 2023/24 as attached.

Carried 3/0

Moved Cr Lansdell / Seconded Cr Coxon

The Technical Services Committee request Council to adopt the 5 Year Road Program 2013/2014 to 2017/2018 as attached.

Carried 3/0

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Not applicable.

Recommendation:

That Council pass the following recommendations;

1. The Council adopt the 10 Year Plant Replacement Program 2013/14 to 2023/24 as attached to the Technical Services Committee Minutes.
2. The Council adopt the 5 Year Road Program 2013/2014 to 2017/2018 as attached to the Technical Services Committee Minutes.

Voting Requirements: Simple majority

Resolution No 150513-04**Moved Cr Russell / Seconded Cr Allan**

That Council pass the following recommendations;

1. The Council adopt the 10 Year Plant Replacement Program 2013/14 to 2023/24 as attached to the Technical Services Committee Minutes.
2. The Council adopt the 5 Year Road Program 2013/2014 to 2017/2018 as attached to the Technical Services Committee Minutes.

Carried 8/0

4.15pm – Nicole Issel entered the chambers.

Infrastructure and Engineering Services

10.1.03 – Request to remove Street Trees

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: Peter Vlahov, Manager Works & Services
File Reference:
Author: Peter Vlahov, Manager Works & Services
Disclosure of any Interest: Nil
Date of Report: 7 May 2013

Enclosure / Attachment: Nil

Background:

Staff have received a request seeking permission to remove two street trees located at 5 and 6 Central Avenue Wickpin.

The owners of house number six wish to beautify the road verge and suggest that the tree should be removed as it is the wrong species for that location.

The owners of house number five suggest that the street tree is too large and tends to drop leaf litter onto their property.

SHIRE OF WICKPIN	
DATE RECEIVED:	16.04.2013
ACTION:	CEO
REPLY:	FINANCE
INFO BTN	ESO
AGENDA:	MGR WKS
PRES/CRS	EHO
FILE NO:	CDO

P.O. Box 61
WICKPIN
W.A. 6340
16th APRIL 2013.

TO
THE SHIRE OF WICKPIN
P.O. Box 19
WICKPIN, W.A. 6340

JOHN & I HAVE RECENTLY MOVED INTO NO 6 CENTRAL AVE. WHEN THE RATES ARE DUE, COULD YOU PLEASE FORWARD THE ACCOUNT TO US AT THE ABOVE ADDRESS.

ALSO THERE IS A LARGE EUM TREE IN FRONT OF OUR HOUSE, WHICH I WOULD LIKE REMOVED. AM NOT SURE IF THE TREE IS ON THE STREET VERGE OR IN THE FRONT OF THE HOUSE. I WILL PLANT SMALLER NATIVE TREES IN IT PLACE.

MANY THANKS
SINCERELY

Isabel Querry

Wickepin Shire

B. Burtall
Wickepin
7 May 2013

Dear Sir

I wish to make a request to have the flowering gum tree which in the front of our house, removed. Not just lopped, with the water situation as it is this tree takes all the moisture from the garden & has a large root system. They are terrible street trees.

Many thanks in anticipation
Gla & Reg Davenport

SHIRE OF WICKEPIN			
DATE RECEIVED:	07-05-2013		
ACTION:		CEO	
REPLY:		FINANCE	
INFO BTN		ESO	
AGENDA:		MGR WKS	✓
PRES/CRS		EHO	
FILE NO:	601	CDO	

Comment:

The tree that is located at house number six is situated directly under the power lines and is a Eucalypt. This tree requires regular pruning to prevent it from growing into the power lines.

The tree located at number five is also a eucalypt and has a house power supply travelling through one side. This tree is on the “non power line” side of the street.



Statutory Environment: Nil

Policy Implications:

PLANTING A LAWN ON THE STREET/ROAD VERGE

A lawn may be planted on the street/road verge without submitting a landscaping plan to Council.

Existing vegetation, trees and shrubs, whether natural or introduced, may not be removed without Council approval.

TREE AND ROAD VERGE POLICY - URBAN AREAS

Council wishes to encourage and support the safe development of verge areas in urban areas, either in maintained grass or garden style or a mixture of both.

This specification has been established to maintain a safe environment for motorists and pedestrians, provide access to services/manholes, hydrants, service pits and pillars and to encourage landscaping to make verges attractive.

Retention of natural bush and use of native varieties is encouraged. Existing vegetation, trees and shrubs, whether natural or introduced, may not be removed without council approval.

No financial assistance will be given by council for development, ongoing operation or maintenance costs.

That only one third of the road verge on front of any lot be paved, the other two thirds be used for soakage.

That all entrances to residential, commercial and light industrial lots be at a right angle to the road formation and not on the road truncations.

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council has a road verge policy that encourages the beautification of road verges and also aims at protecting street trees.

Recommendation:

That council remove the street tree located at number six Central Avenue and that the tree be replaced with a more suitable species that will not infringe the power lines.

That council prune the street tree located at number five Central Avenue. Leaf litter issues and Western Power clearance specifications can both be achieved by pruning the tree.

Voting Requirements: Simple majority

Amendment:**Resolution No 150513-05****Moved Cr Asatbury / Seconded Cr Easton**

That council remove the street trees located at number Five and Six Central Avenue and that the trees be replaced by the Shire of Wickepin, with more suitable species that will not infringe the power lines.

Carried 7/1

For:

**Cr Martin
Cr Russell
Cr Hinkley
Cr Easton
Cr Lansdell
Cr Astbury
Cr Allan**

Against:

Cr Coxon

The resolution differs from the Officers Recommendation as the Council felt that trees at both number Five and Six Central Avenue should be removed and replaced with more suitable species by the Shire of Wickepin.

Cr Coxon requested that his vote be recorded against the resolution.

4.28pm – MWS Peter Vlahov departed the chambers.

The President brought items 10.2.05 and 10.2.06 forward for discussion.

4.29pm – Cr Russell departed the chambers due to a proximity interest - Lives on adjoining lot.

Governance, Audit & Community Services

10.2.05 - Proposed Fixed Wireless Facility Lot 208, 17 Richter Street Wickepin

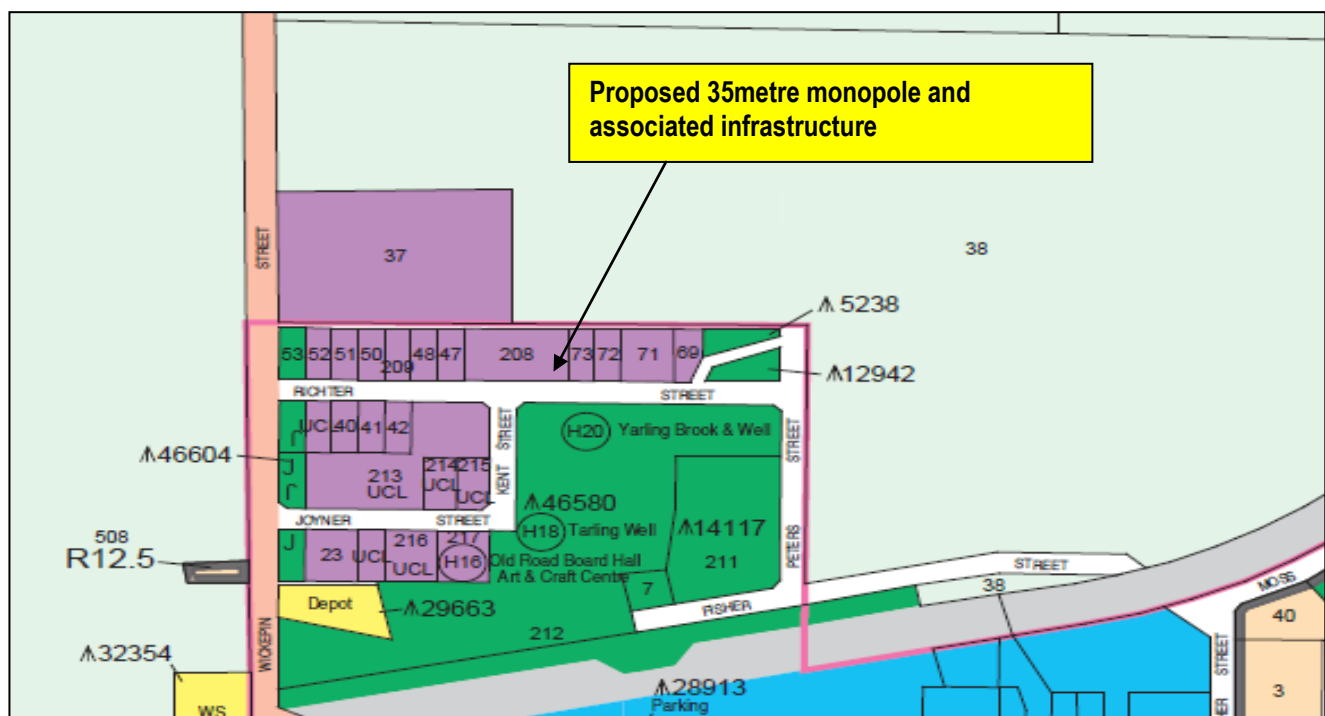
Submission To:	Ordinary Council
Location / Address:	Lot 208, 17 Richter Street Wickepin WA 6370
Name of Applicant:	Shire of Wickepin NBN CO limited
File Reference:	703/1001
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Cr Julie Russell
Date of Report:	24 April 2013

Enclosure / Attachment: Town Planning Application Daly International (under Separate Cover)
 Letter from Phil Russell (under Separate Cover)
 Letter from Toby Russell (under Separate Cover)
 Email from Nicole Issel (under Separate Cover)
 Attachment 10.2.07.1 Letter to all Neighbours
 Attachment 10.2.07.2 Submission form

Background:

Council is in receipt of an application from Daly International to construct a new fixed wireless broadband facility being a 35metre monopole and associated infrastructure including outdoor units in close proximity on location Lot 208, No 17 Richter Street Wickepin WA 6370.

Figure 1 – TPS No 4 Location plan for Lot 208, No 17 Richter Street Wickepin WA 6370



The telecommunications facility is proposed to be located at location Lot 208, No 17 Richter Street Wickepin WA 6370.

The land is currently owned by the Shire of Wickepin and no lease agreement has been agreed to in relation to the use of this land for this purpose by the CEO or Council.

The subject property is zoned 'Industrial' under Shire of Wickepin Town Planning Scheme No.4 and the current site is occupied by the Shire of Wickepin and is currently used as a recycling dump point. There is an industrial shed with associated equipment also located on the property.



The site does contain some scattered trees and one tree will need to be removed to cater for the access from Richter street as shown in the below photograph;



Councils Town Planning Scheme Number 4 States under section 5.18 - Development in the Town Centre and Rural Town site Zones the following:

- *Section 5.18.8 Council will not support commercial or industrial uses in the Town Centre or Rural Town site zone where the predominant established use is for residential purposes unless their impacts can be adequately buffered.*

The proponents of the proposed fixed wireless broadband facility being a 35metre monopole and associated infrastructure including outdoor units in close proximity looked at the following sites and the preferred site was chosen as Option K and was based on the radiofrequency objectives, planning, and environmental issues, potentially community sensitive uses and engineering criteria, as noted in 2.3.2 of the report as attached under separate cover from Daly International Pty Ltd.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
A	18 Fisher Street, Wickpin WA 6370 (Lot 20 on Plan 37136)	New monopole on rural zoned land	NBN Co investigated the installation of a new monopole structure on this site, however tenure was not available.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
B	4 Richter Street, Wickpin WA 6370 (Lot 39 on Plan 223207)	New monopole on industrial zoned land	NBN Co investigated the installation of a new monopole structure on this site, however tenure was difficult to obtain. Also there are houses in close proximity.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
C	Lot 37 Wickpin-Pingelly Road, Wickpin WA 6370 (Lot 37 on Plan 14267)	New monopole on industrial zoned land	NBN Co investigated the installation of a new monopole on this site, however the Shire indicated a preference to Candidate K as both candidates are located on Shire owned land.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
D	15 Joyner Street, Wickpin WA 6370 (Lot 215 on Plan 218538)	New monopole in Local Scheme Reserve	NBN Co investigated the installation of a new monopole at this location, however the site is located in a reserve including a Heritage Overlay and was therefore considered unsuitable.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
E	6 Richter Street, Wickpin WA 6370 (Lot 40 on Plan 223207)	New monopole on industrial zoned land	NBN Co investigated the installation of a new monopole at this location, however houses are located in close proximity. Therefore candidates on the opposite side of the road were considered more suitable.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
F	34 Wogolin Road, Wickpin WA 6370 (Lot 3 on Diagram 31331)	New monopole on commercial zoned land	NBN Co investigated the installation of a new monopole structure on this site, however tenure was not available. Also houses in close proximity, visual amenity issues and Heritage Overlay.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
G	59 Wogolin Road, Wickepin WA 6370 (Lot 15689 on Plan 10939)	New monopole on commercial zoned land	NBN Co investigated the installation of a new monopole structure at this site, however visual amenity was considered a big issue due to the location in the centre of town (some screening provided by large trees).
CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
H	Lot 301 Wickepin-Harrismith Road, Wickepin WA 6370 (Lot 301 on Plan 41864)	New monopole on rural zoned land	NBN Co investigated the installation of a new monopole structure at this site, however locations further to the north are preferred to provide the required coverage.
CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
I	Lot 9001 Curlew Way, Wickepin WA 6370 (Lot 9001 on Deposited Plan 47800)	New monopole on rural zoned land	NBN Co investigated the installation of a new monopole structure at this site, however locations further to the north are preferred to provide the required coverage.
CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
J	51 Wogolin Road, Wickepin WA 6370 (Lot 93 on Plan 3375)	New monopole on commercial zoned land	NBN Co investigated the installation of a new monopole structure at this site, however visual amenity was considered a big issue due to the location in the centre of town.
CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
K	17 Richter Street, Wickepin WA 6370 (Lot 208 on Deposited Plan 190265)	New monopole on industrial zoned land	This site was selected as the Prime Candidate and is discussed further in later sections of this report.



Figure 1 – NBN Co Candidate Sites (from Google Earth)

Comment:

The proposed development consists of a 35meter high monopole and ancillary components including two outdoor units enclosed within a secure compound which measures approximately 160m² in area. The compound is proposed on the South Eastern property boundary to obtain direct access from Richter Street.



Figure 3 – Subject site



View from proposed facility looking south



View from proposed facility looking west



View from proposed facility looking north



View from proposed facility looking east

The reason for selecting this site as outlined within the Daly International Report attached under separate cover to this report states:

The reason for selecting this site is as follows:

- *The proposed site has been particularly targeted to provide the optimal required quality of service as required by NBN Co across the Wickepin region*
- *The proposed facility is appropriately located in an industrial area*
- *The site provides sufficient spatial separation from sensitive land uses with the nearest (Occupied) dwelling located approximately 160m from the proposed site.*

A copy of the complete application has been provided to Councillors under separate cover to the Agenda and includes the submitted site and elevation plans to elaborate upon this proposal.

It is considered within the report that the proposal does not compromise the Industrial Zone Objectives as:

- The proposed facility has been sited to retain the land for its current use.
- The detailed siting has been undertaken with direction from the land owner to ensure the primary use of the land and any potential use of surrounding land is not negatively impacted upon.
- The property is located within an industrial area surrounded by other industry zoned properties,
- There is plenty of vegetation in the immediate area to screen the proposed facility from residential uses and the Township
- The proposal will benefit the wider Wickepin Community by the provision of a high speed broadband service.

The site is considered appropriate from a visual amenity setting perspective as the:

- Site is located away from developed urban areas and is in an industrial Zoning
- The subject site is located away from major residential developments and community sensitive land uses
- The facility does not compromise any places of significance landmarks
- The height of the monopole is considered to be the minimum required to achieve reasonable Radio Frequency objectives

The Telecommunications Act 1997 exempts developers from environmental and planning legislation in Western Australia except where the facility does not meet the definition of a low impact facility, in this case requiring a development application with the Shire of Wickepin.

The applicant is also required to comply with the Telecommunications Code of Practice 1997 and the industry codes and standards of the Australian Communications Authority. This proposed facility does not meet the criteria as low impact under the definitions contained in the Commonwealth Legislation and therefore Planning Approval is required for the proposed facility.

It is considered that the siting of the proposed NBN Tower mobile phone base station on Industrial Land is an appropriate development. It is recommended that conditions be attached to any approval requiring compliance with the Telecommunications Code of Practice 1997 and Standards of the Australian Communications Authority (in spite of separate legislation already requiring this of the proponent) to ensure the development does not impact upon public health.

The subject property is zoned 'Industrial' under the Shire of Wickpin Town Planning Scheme No.4 ('the Scheme') the objective of this zone being:

Industry Zone

- To encourage the consolidation of industrial development into areas which have been appropriately located for that purpose
- To improve the amenity and visual appearance of industrial areas through appropriate landscaping.
- To protect the amenity of zones abutting the Industry zone.

This application should be assessed as "telecommunications infrastructure" which is listed as a D use within the 'Industrial' zone under Table 1 of the Scheme.

"Telecommunications infrastructure" is defined by Schedule 1.2 of the Scheme as follows:

"telecommunications infrastructure" – means land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network;

LANDUSE	Town Centre	Rural Townsite	Residential	Rural Residential	General Agriculture	Industry	Special Use	Development
telecommunications infrastructure	A	D	X	D	D	D		

The Zoning Table indicates, subject to the provisions of the Scheme, uses permitted in the Scheme area in the various zones. The permissibility of any uses is determined by cross-reference between the list of use classes on the left hand side of the Zoning Table and the list of zones at the top of the Zoning Table.

The symbols used in the cross reference in the Zoning Table have the following meanings;

- 'D' means that the use is not permitted unless the local government has exercised its discretion by granting planning approval. This cannot be delegated to the CEO as a decision of Council is required.
- In considering a 'D' or 'A' use, the local government will have regard to the matters set out in clause 10.2.

Clause 10.2 - Matters to be considered by local government

The local government in considering an application for planning approval is to have due regard to such of the following matters as are in the opinion of the local government relevant to the use or development the subject of the application –

- (a) The aims and provisions of the Scheme and any other relevant local planning schemes operating within the Scheme area;
- (b) the requirements of orderly and proper planning including any relevant proposed new local planning scheme or amendment, or region scheme or amendment, which has been granted consent for public submissions to be sought;
- (c) Any approved statement of planning policy of the Commission;
- (d) Any approved environmental protection policy under the Environmental Protection Act 1986;
- (e) Any relevant policy or strategy of the Commission and any relevant policy adopted by the Government of the State;
- (f) any Local Planning Policy adopted by the local government under clause 2.4, any heritage policy statement for a designated heritage area adopted under clause 7.2.2, and any other plan or guideline adopted by the local government under the Scheme;
- (g) In the case of land reserved under the Scheme, the ultimate purpose intended for the reserve;
- (h) the conservation of any place that has been entered in the Register within the meaning of the Heritage of Western Australia Act 1990, or which is included in the Heritage list under clause 7.1, and the effect of the proposal on the character or appearance of a heritage area;
 - (i) the compatibility of a use or development with its setting;
 - (j) Any social issues that have an effect on the amenity of the locality;
 - (k) The cultural significance of any place or area affected by the development;
 - (l) The likely effect of the proposal on the natural environment and any means that are proposed to protect or to mitigate impacts on the natural environment;
 - (m) Whether the land to which the application relates is unsuitable for the proposal by reason of it being, or being likely to be, subject to flooding, tidal inundation, subsidence, landslip, bush fire or any other risk;
 - (n) The preservation of the amenity of the locality;
 - (o) The relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal;

- (p) Whether the proposed means of access to and egress from the site are adequate and whether adequate provision has been made for the loading, unloading, manoeuvring and parking of vehicles;
- (q) The amount of traffic likely to be generated by the proposal, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
- (r) Whether public transport services are necessary and, if so, whether they are available and adequate for the proposal;
- (s) Whether public utility services are available and adequate for the proposal;
- (t) Whether adequate provision has been made for access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);
- (u) Whether adequate provision has been made for access by disabled persons;
- (v) Whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
- (w) Whether the proposal is likely to cause soil erosion or land degradation;
- (x) The potential loss of any community service or benefit resulting from the planning approval;
- (y) Any relevant submissions received on the application;
- (z) The comments or submissions received from any authority consulted under clause 10.1.1;
- (Za) any other planning consideration the local government considers relevant.

Given that the structure would be visually prominent and is a "D" use under the Town Planning Scheme Number 4 Shire staff advice that the proposal should be advertised under sections 9.1 of the Scheme prior to any decision being made on the application:

9.1 Advertising of applications

9.1.1 *Where an application is made for planning approval to commence a use or commence or carry out development which involves a use which is –*

- (a) *an 'A' use as referred to in clause 4.3.2; or*
- (b) *a use not listed in the Zoning Table,*

The local government is not to grant approval to that application unless notice is given in accordance with clause 9.4.3.

9.1.2 *Despite clause 9.4.1, where application is made for a purpose other than a purpose referred to in that clause, the local government may require notice be given in clause 9.4.3.*

9.1.3 *The local government may give notice or require the applicant to give notice of an application for planning approval in one or more of the following ways –*

- (a) notice of the proposed use or development served on nearby owners and occupiers who, in the opinion of the local government, are likely to be affected by the granting of planning approval, stating that submissions may be made to the local government by a specified date being not less than 14 days from the day the notice is served;*
- (b) notice of the proposed use or development published in a newspaper circulating in the Scheme area stating that submissions may be made to the local government by a specified day being not less than 14 days from the day the notice is published;*
- (c) A sign or signs displaying notice of the proposed use or development to be erected in a conspicuous position on the land for a period of not less than 14 days from the day the notice is erected.*

The application should be advertised for public comment commencing on 16th May 2013 and finish on the 7th June 2013 and include the following consultation actions:

- Placement of a notice in a newspaper inviting comment;
- Writing directly to the landowners of the lots in vicinity of the subject site inviting comment;
- Writing to the Department of Health, the Department of Environment and Conservation and the Civil Aviation Safety Authority inviting comment

In relation to public safety and specifically Electromagnetic Emissions and Public Health, NBN Cooperates with in the operational standards set by the Australian Communications and Media Authority and Australian Radiation Protection and Nuclear Safety Agency. All NBN CO installations are designed and certified by qualified professionals in accordance with all relevant Australian Standards. This facility is to be operated in compliance with the mandatory standards for human exposure standard 2003. The EME report shows that the maximum exposure limit will equate to 0.036% of the maximum exposure limit which is less than the 1% maximum allowable exposure limit where 100% of the limit is still considered to be safe.



Summary of Estimated RF EME Levels around the Proposed Wireless Base Station at 17 Richter Street, WICKEPIN WA 6370

Introduction:

Date 7/3/2013

NSA Site No (6370005)

This report summarises the estimated maximum cumulative radiofrequency (RF) electromagnetic energy (EME) levels at ground level emitted from the existing wireless base station antennas at 17 Richter Street WICKEPIN WA 6370. Maximum EME levels are estimated in 360° circular bands out to 500m from the base station. The procedures for making the estimates have been developed by the Australian Radiation Protection And Nuclear Safety Agency (ARPANSA)¹. These are documented in the ARPANSA Technical Report; "Radio Frequency EME Exposure Levels - Prediction Methodologies" which is available at <http://www.arpansa.gov.au>

EME Health Standard

ARPANSA, an Australian Government agency in the Health and Ageing portfolio has established a Radiation Protection Standard² specifying limits for continuous exposure of the general public to RF transmissions at frequencies used by wireless base stations. Further information can be gained from the ARPANSA web site.

The Australian Communications and Media Authority (ACMA)³ mandates exposure limits for continuous exposure of the general public to RF EME from wireless base stations. Further information can be found at the ACMA website <http://emr.acma.gov.au>

Existing Site Radio Systems There are currently no existing radio systems for this site.

Proposed Site Radio Systems

Other / LTE2300 (proposed)			
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Table of Predicted EME Levels – Proposed

Distance from the antennas at 17 Richter Street in 360° circular bands	Maximum Cumulative EME Level – All carriers at this site (% of ARPANSA exposure limits ²) Public exposure limit = 100%
0m to 50m	0.0038%
50m to 100m	0.0033%
100m to 200m	0.032%
200m to 300m	0.036%
300m to 400m	0.027%
400m to 500m	0.015%
Maximum EME level 236.04 m, from the antennas at 17 Richter Street	0.036%

Note: Estimation for the maximum level of RF EME at 1.5m above the ground from the existing and proposed antennas assuming level ground. The estimated levels have been calculated on the maximum mobile phone call and data capacity anticipated for this site. This estimation does not include possible radio signal attenuation due to buildings and the general environment. The actual EME levels will generally be significantly less than predicted due to path losses and the base station automatically minimising transmitter power to only serve established phone calls and data transmissions². Where applicable, particular locations of interest in the area surrounding the base station, including topographical variations, are assessed in Appendix A "Other areas of Interest" table on the last page.

Summary – Proposed Radio Systems

RF EME levels have been estimated from the existing and proposed antennas at 17 Richter Street WICKEPIN WA 6370. The maximum cumulative EME level at 1.5 m above ground level is estimated to be 0.036 % of the ARPANSA public exposure limits.

Environmental EME report (v10.6)

(2012 ARPANSA Format)

Produced with RF-Map2 2.0 (Build 0.301)

Reference Notes:

- The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is a Federal Government agency incorporated under the Health and Ageing portfolio. ARPANSA is charged with responsibility for protecting the health and safety of people, and the environment, from the harmful effects of radiation (ionising and non-ionising).
- Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), 2002, 'Radiation Protection Standard: Maximum Exposure Levels to Radiofrequency Fields — 3 kHz to 300 GHz', Radiation Protection Series Publication No. 3, ARPANSA, Yallambie Australia. [Printed version: ISBN 0-642-79400-6 ISSN 1445-9760] [Web version: ISBN 0-642-79402-2 ISSN 1445-9760]
- The Australian Communications and Media Authority (ACMA) is responsible for the regulation of broadcasting, radiocommunications, telecommunications and online content. Information on EME is available at <http://emr.acma.gov.au/>
- The EME predictions in this report assume a near worst-case scenario including:
 - wireless base station transmitters for mobile and broadband data operating at maximum power (no automatic power reduction)
 - simultaneous telephone calls and data transmission.
 - an unobstructed line of sight view to the antennas.
 In practice a worst-case scenario is rarely the case. There are often trees and buildings in the immediate vicinity, and cellular networks automatically adjust transmit power to suit the actual user traffic. The level of EME may also be affected where significant landscape features are present and predicted EME levels might not be the absolute maximum at all locations.
- Further explanation of this report may be found in "Understanding the ARPANSA Environmental EME Report" and other documents on the ARPANSA web site, <http://www.arpansa.gov.au>

The proponents are also asking Council to reduce the required setbacks of front 15 metres, rear 7.5 metres and side 5m as per the following table extracted from Councils Town Planning Scheme number 4.

Land Use Zones	Min Lot Area (m ²)	Min Effect Frontage (m)	Min Boundary Setbacks (m)			Maximum Plot Ratio ⁽⁴⁾	Min Car Parking Spaces ⁽⁵⁾	Min Landscaping (% of Site) ⁽⁷⁾
			Front ⁽²⁾	Rear	Side ⁽³⁾			
Town Centre ⁽⁶⁾	-	-	As determined by Council			0.8	1/15m ² of GLA for retail/commercial; 1/25m ² of GLA for office; 2/practitioner for consulting rooms; 1/5m ² of public areas; 1/bedroom for accommodation; or combination of above as determined by Council.	As determined by Council.
Rural Townsite	-	-	As determined by Council			0.5		As determined by Council.
Industry Warehouses	1000	25	15	7.5	5	0.60	1 per 50m ² of GLA or as determined by Council.	15
Light Factory Units	1000	25	11	7.5	5	0.60		15
General	2000	30	11	5.0	5	0.60		15
	2000	30	15	7.5	5	0.50		20
Residential	In accordance with the Residential Design Codes as varied by Scheme provisions							

The variation is requested to enable NBN CO to access the compound directly from Richter Street and to minimise interference with the industrial use of the property.

This proposed NBN Co facility comprising a 35 m high monopole with attached antennas and associated units has been sighted in the most appropriate location while ensuring adequate coverage is being achieved.

It would appear that the siting has been strategically sited and designed to minimise the visibility within the surrounding environment as much as practicable. This satisfies the requirements of the State Planning Policy 5.2 Telecommunications infrastructure whilst also addressing coverage deficiencies within the area.

The proposal is consistent with the stated objectives of the Shire of Wickpin Town Planning Scheme Number 4 and the project will provide an important community benefit to Wickpin by providing co-ordinated and open access to broadband coverage in the local Area.

This matter was forwarded to Council Consultant Planners who have made the following comments:

Re: Telecommunication Towers – Shire of Wickepin

1. Planning Report Fixed Wireless Facility 17 Richter Street, Wickepin

The location for the proposal seems to be appropriate for the proposed development as it is on land zoned industry, the development will be co-located with the Councils recycling plant on land owned by the Shire.

The Planning Report indicates liaison with the Shire over possible alternative locations and as this site was selected as the preferred location, I assume it has Shire support.

Advertising of the proposal may be appropriate even though it is not mandatory under the scheme. Relaxation of the front and side setbacks is sought. It is proposed that the front setback be reduced from 15m to 10.5 m and the side setback from 5m to 3.5m.

This does not seem unreasonable given that the objective is to limit encroachment on the Shire's adjacent activities.

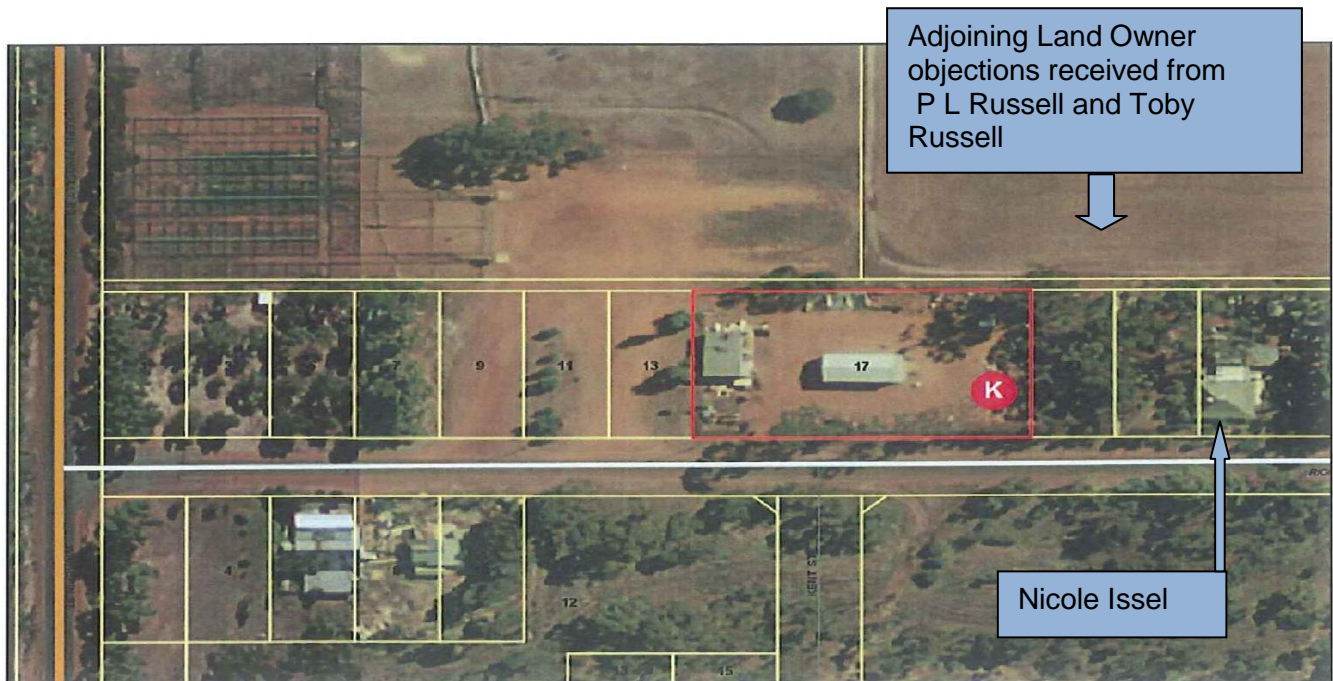
One of the objectives of the Industry zone is:

- To improve the amenity and visual appearance of industrial areas through appropriate landscaping.*

Council may therefore consider a condition of approval to require landscaping of the site to Councils satisfaction.

Council has already received to written objections to the proposal from an adjoining land owner P I Russell and Son Toby Russell as per the following Map and one from Nicole Issel. These objections should be dealt with in line with any other received after the advertising period.

Local governments in determining any application will take into account any submission received but Local Governments are not obliged to support those views.



Should any applicant be aggrieved or any persons objecting to the decision of the Council (in part or whole) they have a right of appeal to the State Administrative Tribunal within twenty eight (28) days from the date of the decision.”

Statutory Environment:

Planning and Development Act 2005

State Administrative Tribunal Act 2004

Shire of Wickpin Town Planning Scheme Number 4

- Schedule 1.2
- 5.18 - Development in the Town Centre and Rural Town site Zones the following:
- Clause 9.1- Advertising of applications
- Clause 10.2 - Matters to be considered by local government

Telecommunications Act 1997

Telecommunications Code of Practice 1997

*Industry codes and standards of the Australian Communications Authority
State Planning Policy 5.2 Telecommunications Infrastructure (Appendix 4 in
Report from Daly International under separate cover)*

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications: Fits within theme 1 of Council's Strategic Plan:

Theme 1 – To Develop and Maintain Quality Services and Infrastructure

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

Goal	Action	Measure
1.1 Develop effective assets replacement and maintenance programs	<ul style="list-style-type: none"> Develop and fund a five year program for the provision of footpaths. Develop and fund a ten year plan that will ensure the timely maintenance of Council assets. Provide for the replacement of existing and provision for new community assets as the need arises. 	<ul style="list-style-type: none"> Review, at least annually, the five-year road program for the district. Maintain and review annually an adequately funded reserve fund for the replacement of plant as necessary

Recommendation:

1. That the application from Daly International to construct a new fixed wireless broadband facility being a 35metre monopole and associated infrastructure including outdoor units in close proximity on Location Lot 208, No 17 Richter Street Wickepin WA 6370 be advertised for public comment commencing on 16th May 2013 and finish on the 7th June 2013 with a reduced front set back of 7.5 meters and a reduced side setback of 3.5 meters.
2. That the public comments be undertaken in the following manner:
 - Placement of a notice in the Narrogin Observer inviting comment;
 - Writing directly to the landowners of the lots in vicinity of the subject site inviting comment;
 - Writing directly to the Department of Health, Department of Environment and Conservation and the Civil Aviation Safety Authority inviting comment.

Voting Requirements: Simple majority

Amendment:**Resolution No 150513-6****Moved Cr Hinkley / Seconded Cr Lansdell**

1. That the application from Daly International to construct a new fixed wireless broadband facility being a 35metre monopole and associated infrastructure including outdoor units in close proximity on Location Lot 208, No 17 Richter Street Wickepin WA 6370 be advertised for public comment commencing on 16th May 2013 and finish on the 14th June 2013 with a reduced front set back of 7.5 meters and a reduced side setback of 3.5 meters.
2. That the public comments be undertaken in the following manner:
 - Placement of a notice in the Narrogin Observer and the Wickepin Watershed News inviting comment;
 - Writing directly to the landowners of the lots in vicinity of the subject site inviting comment;
 - Writing directly to the Department of Health, Department of Environment and Conservation and the Civil Aviation Safety Authority inviting comment.

Carried 7/1

The resolution differs from the Officers Recommendation as the Council felt that the public should have longer to reply to the advertising of the fixed wireless broadband facility and changed the closing date to 14 June 2013.

Council also felt that it should be noted that placement of the notice should also be in the Wickepin Watershed News.

Mark Hook

1713

Address

Dear Sir / Madam

PROPOSED NEW FIXED WIRELESS BROADBAND FACILITY – Lot 208, No 17 Richter Street Wickepin WA 6370

The Shire of Wickepin is in receipt of a planning application to construct a new fixed wireless broadband facility being a 30metre monopole and associated infrastructure including outdoor units in close proximity on Location Lot 208, No 17 Richter Street Wickepin WA 6370.

The Shire of Wickepin is writing directly to you seeking any comment upon the proposal. Details of the application are enclosed for your assistance.

A submission form has been enclosed that you can use to provide your views (support/objection/indifference) regarding this matter. Please provide your comments in writing **prior to 5:00pm 7th June 2013** Please address your submission to:

Chief Executive Officer
Shire of Wickepin
PO Box 19
WICKEPIN WA 63704

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

Where no response is received within the specified time frame the Shire may determine the application without your response.

Should you have any queries in relation to the application please do not hesitate to contact Mr Mark Hook CEO at the Shire of Wickepin on 08 9888 1000

Yours Sincerely

Mark J Hook
Chief Executive officer

Attachment- Item 10.2.07.1



DEVELOPMENT APPLICATION SUBMISSION FORM

Attention: Mark J Hook

Proposed Development: TELECOMMUNICATIONS INFRASTRUCTURE
(30metre monopole and associated infrastructure)

Location: LOT 208, NO 17 RICHTER STREET WICKEPIN WA 6370

Name: _____

Postal Address: _____

Phone Number: _____

SUBMISSION: ☐ Support ☐ Object ☐ Indifferent

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

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

Signature: _____ Date: _____

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

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

Submissions Close: 7 June 2013

Attachment-Item 10.2.07.2

4.41pm – CEO Mark Hook and Nicole Issel departed the chambers.

Governance, Audit & Community Services

10.2.06 - Proposed Fixed Wireless Facility Lot 123 50 Connor Street Yealering

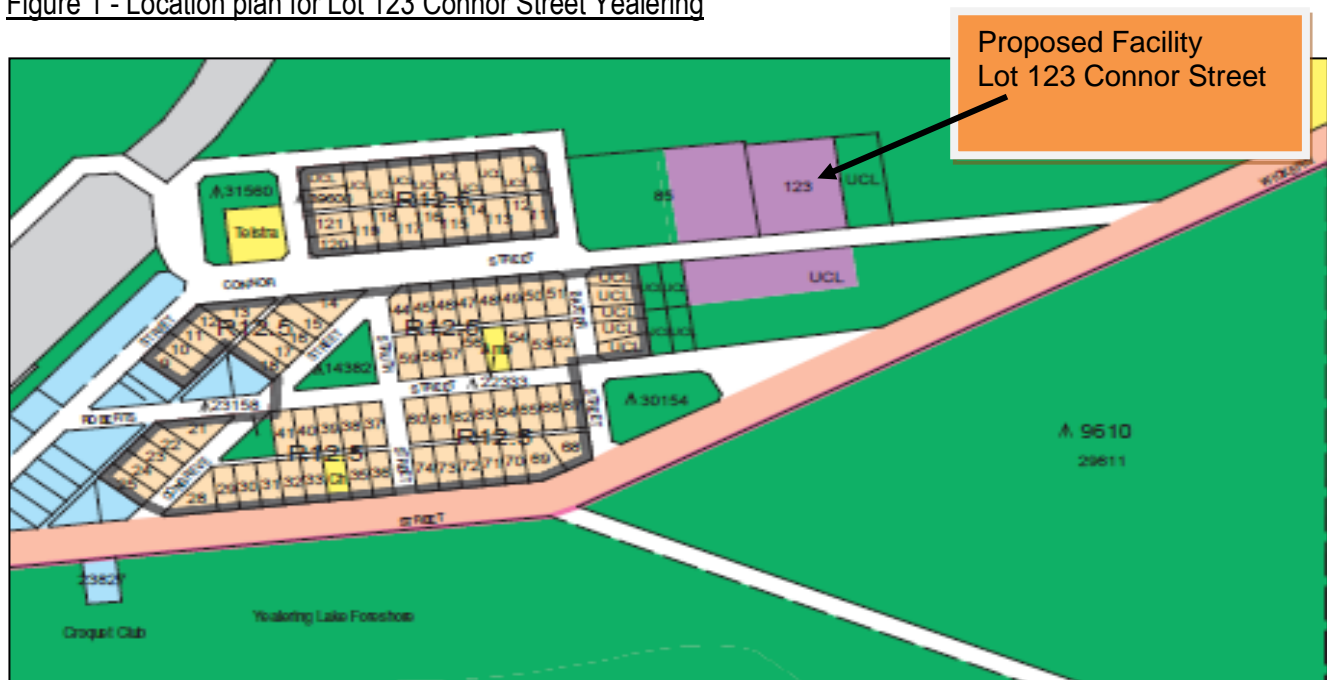
Submission To:	Ordinary Council
Location / Address:	50 Connor Street Yealering
Name of Applicant:	James Scott Hamilton
File Reference:	703, 1001
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	24 April 2013

Enclosure / Attachment: Town Planning Application NBN Co and J S Hamilton (under Separate Cover)
Attachment 10.2.7.1 Letter to all Neighbours
Attachment 10.2.7.2 Submission form

Background:

Council is in receipt of an application from James Scott Hamilton to construct a new fixed wireless broadband facility being a 40metre monopole and associated infrastructure including outdoor units in close proximity on Location Lot 123 Connor Street Yealering.

Figure 1 - Location plan for Lot 123 Connor Street Yealering



The telecommunications facility is proposed to be located at 50 Connor Street Yealering. The land is formally known as Lot 123 on Deposited Plan 172843. The site is located north of Connor Street approximately 600m east of the town centre.

The subject property is zoned 'Industrial' under Shire of Wickepin Town Planning Scheme No.4 and the current site is occupied by an industrial shed in the south west corner with associated equipment also located on the property. The site does contain some scattered trees but none of these will be removed.

Councils Town Planning Scheme Number 4 States under section 5.18 - Development in the Town Centre and Rural Town site Zones the following:

- *Section 5.18.8 Council will not support commercial or industrial uses in the Town Centre or Rural Town site zone where the predominant established use is for residential purposes unless their impacts can be adequately buffered.*

The proponents of the proposed fixed wireless broadband facility being a 40metre monopole and associated infrastructure including outdoor units in close proximity looked at the following sites and the preferred site was chosen as Option D and was based on the radiofrequency objectives, planning, and environmental issues, potentially community sensitive uses and engineering criteria, as noted in 2.3.2 of the report as attached under separate cover from Daly International Pty Ltd.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
A	1 Connor Street, Yealering, WA 6372 (Lot 99 on Plan 205910)	New monopole on a Reserve	NBN Co investigated the installation of a new monopole structure on this site, however the property acquisition timeframe is extremely lengthy.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
B	3 Connor Street, Yealering, WA 6372 (Lot 134 on Plan 174617)	Co-locate on the existing Telstra tower	NBN Co investigated co-locating on the existing Telstra tower however the mast is a lightweight structure and would not support the NBN Co equipment.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
C	35 Connor Street, Yealering, WA 6372 (Lot 85 on Plan 191533)	New monopole on industrial zoned land	NBN Co investigated the installation of a new monopole on this site, however it did not provide the required link for transmission.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
D	50 Connor Street, Yealering, WA 6372 (Lot 123 on Plan 172843)	New monopole on industrial zoned land	This site was selected as the Prime Candidate and is discussed further in later sections of this report.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
E	Lot 75 Yealering-Pingelly Road, Yealering, WA 6372 (Lot 75 on Plan 84717)	New monopole on rural residential zoned land	NBN Co investigated the installation of a new monopole at this location, however it was discounted due to the rural residential zoning and the close proximity to the primary school.

CANDIDATE	ADDRESS & LOT NUMBER	DEVELOPMENT TYPE	DESCRIPTION
F	Lot 29611 Sewell Street, Yealering, WA 6372 (Lot 29611 on Deposited Plan 30829)	New monopole on recreation and open space zoned land	NBN Co investigated the installation of a new monopole structure on this site, however the acquisition timeframe is extremely lengthy.

Comment:

The proposed development consists of a 40 meter high monopole and ancillary components including two outdoor units enclosed within a secure compound which measures approximately 96m² in area. The compound is proposed on the South Eastern property boundary to obtain direct access from Connor Street.

Photograph Subject Site Lot 123 on Deposited Plan 172843





View from proposed facility looking north



View from proposed facility looking east



View from proposed facility looking south



View from proposed facility looking west

A copy of the complete application has been provided to Councillors under separate cover to the Agenda and includes the submitted site and elevation plans to elaborate upon this proposal.

It is considered within the report that the proposal does not compromise the Industrial Zone Objectives as:

- The proposed facility has been sited to retain the land for its current use.
- The detailed siting has been undertaken with direction from the land owner to ensure the primary use of the land and any potential use of surrounding land is not negatively impacted upon.
- The existing land scape and vegetation provides screening of the facility from the Town.
- The proposal will benefit the wider Yealering Community by the provision of a high speed broadband service.

The reasons within the report for selecting this site at Yealering are as follows:

- To provide optimal required quality of service as required by NBBN Co across the Yealering Region.
- Appropriately located in industrial site.
- Site provides sufficient spatial separation from sensitive land uses with the nearest dwelling located approximately 270m from the proposed site

The subject property is zoned 'Industrial' under the Shire of Wickpin Town Planning Scheme No.4 ('the Scheme') the objective of this zone being:

Industry Zone

- *To encourage the consolidation of industrial development into areas which have been appropriately located for that purpose*
- *To improve the amenity and visual appearance of industrial areas through appropriate landscaping.*
- *To protect the amenity of zones abutting the Industry zone.*

This application should be assessed as "telecommunications infrastructure" which is listed as a D use within the 'Industrial' zone under Table 1 of the Scheme.

"Telecommunications infrastructure" is defined by Schedule 1.2 of the Scheme as follows:

"telecommunications infrastructure" – means land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network;

LANDUSE	Town Centre	Rural Townsite	Residential	Rural Residential	General Agriculture	Industry	Special Use	Development
telecommunications infrastructure	A	D	X	D	D	D		

The Zoning Table indicates, subject to the provisions of the Scheme, uses permitted in the Scheme area in the various zones. The permissibility of any uses is determined by cross-reference between the list of use classes on the left hand side of the Zoning Table and the list of zones at the top of the Zoning Table.

The symbols used in the cross reference in the Zoning Table have the following meanings.

'D' means that the use is not permitted unless the local government has exercised its discretion by granting planning approval. This cannot be delegated to the CEO as a decision of Council is required.

In considering a 'D' or 'A' use, the local government will have regard to the matters set out in clause 10.2.

Clause 10.2 - Matters to be considered by local government

The local government in considering an application for planning approval is to have due regard to such of the following matters as are in the opinion of the local government relevant to the use or development the subject of the application –

- (a) The aims and provisions of the Scheme and any other relevant local planning schemes operating within the Scheme area;
- (b) the requirements of orderly and proper planning including any relevant proposed new local planning scheme or amendment, or region scheme or amendment, which has been granted consent for public submissions to be sought;
- (c) Any approved statement of planning policy of the Commission;
- (d) Any approved environmental protection policy under the Environmental Protection Act 1986;
- (e) Any relevant policy or strategy of the Commission and any relevant policy adopted by the Government of the State;
- (f) any Local Planning Policy adopted by the local government under clause 2.4, any heritage policy statement for a designated heritage area adopted under clause 7.2.2, and any other plan or guideline adopted by the local government under the Scheme;
- (g) In the case of land reserved under the Scheme, the ultimate purpose intended for the reserve;
- (h) the conservation of any place that has been entered in the Register within the meaning of the Heritage of Western Australia Act 1990, or which is included in the Heritage list under clause 7.1, and the effect of the proposal on the character or appearance of a heritage area;
 - (i) the compatibility of a use or development with its setting;
 - (j) Any social issues that have an effect on the amenity of the locality;
 - (k) The cultural significance of any place or area affected by the development;
 - (l) The likely effect of the proposal on the natural environment and any means that are proposed to protect or to mitigate impacts on the natural environment;
 - (m) whether the land to which the application relates is unsuitable for the proposal by reason of it being, or being likely to be, subject to flooding, tidal inundation, subsidence, landslip, bush fire or any other risk;
 - (n) The preservation of the amenity of the locality;

- (o) The relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal;
- (p) Whether the proposed means of access to and egress from the site are adequate and whether adequate provision has been made for the loading, unloading, manoeuvring and parking of vehicles;
- (q) The amount of traffic likely to be generated by the proposal, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
- (r) Whether public transport services are necessary and, if so, whether they are available and adequate for the proposal;
- (s) Whether public utility services are available and adequate for the proposal;
- (t) Whether adequate provision has been made for access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);
- (u) Whether adequate provision has been made for access by disabled persons;
- (v) Whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
- (w) Whether the proposal is likely to cause soil erosion or land degradation;
- (x) The potential loss of any community service or benefit resulting from the planning approval;
- (y) Any relevant submissions received on the application;
- (z) The comments or submissions received from any authority consulted under clause 10.1.1;
- (Za) any other planning consideration the local government considers relevant.

Given that the structure would be visually prominent and is a "D" use under the Town Planning Scheme Number 4 Shire staff advice that the proposal should be advertised under sections 9.1 of the Scheme prior to any decision being made on the application:

9.2 Advertising of applications

9.2.1 *Where an application is made for planning approval to commence a use or commence or carry out development which involves a use which is –*

- (c) *an 'A' use as referred to in clause 4.3.2; or*
- (d) *a use not listed in the Zoning Table,*

The local government is not to grant approval to that application unless notice is given in accordance with clause 9.4.3.

- 9.2.2 *Despite clause 9.4.1, where application is made for a purpose other than a purpose referred to in that clause, the local government may require notice be given in clause 9.4.3.*
- 9.2.3 *The local government may give notice or require the applicant to give notice of an application for planning approval in one or more of the following ways –*
- (d) notice of the proposed use or development served on nearby owners and occupiers who, in the opinion of the local government, are likely to be affected by the granting of planning approval, stating that submissions may be made to the local government by a specified date being not less than 14 days from the day the notice is served;*
 - (e) notice of the proposed use or development published in a newspaper circulating in the Scheme area stating that submissions may be made to the local government by a specified day being not less than 14 days from the day the notice is published;*
 - (f) A sign or signs displaying notice of the proposed use or development to be erected in a conspicuous position on the land for a period of not less than 14 days from the day the notice is erected.*

The application should be advertised for public comment commencing on 16th May 2013 and finish on the 7th June 2013 and include the following consultation actions:

- Placement of a notice in a newspaper inviting comment;
- writing directly to the landowners of the lots in vicinity of the subject site inviting comment;
- writing to the Department of Health, the Department of Environment and Conservation and the Civil Aviation Safety Authority inviting comment

In relation to public safety and specifically Electromagnetic Emissions and Public Health, NBN Cooperates with in the operational standards set by the Australian Communications and Media Authority and Australian Radiation Protection and Nuclear Safety Agency. All NBN CO installations are designed and certified by qualified professionals in accordance with all relevant Australian Standards.

This facility is to be operated in compliance with the mandatory standards for human exposure standard 2003. The EME report shows that the maximum exposure limit will equate to 0.012% of the maximum exposure limit which is less than the 1% maximum allowable exposure limit where 100% of the limit is still considered to be safe.



Summary of Estimated RF EME Levels around the Proposed Wireless Base Station at Yealering 50 Connor Street, YEALERING WA 6372

Introduction:

Date 5/3/2013

NSA Site No (6372002)

This report summarises the estimated maximum cumulative radiofrequency (RF) electromagnetic energy (EME) levels at ground level emitted from the existing wireless base station antennas at Yealering 50 Connor Street YEALERING WA 6372. Maximum EME levels are estimated in 360° circular bands out to 500m from the base station. The procedures for making the estimates have been developed by the Australian Radiation Protection And Nuclear Safety Agency (ARPANSA)¹. These are documented in the ARPANSA Technical Report; "Radio Frequency EME Exposure Levels - Prediction Methodologies" which is available at <http://www.arpansa.gov.au>

EME Health Standard

ARPANSA, an Australian Government agency in the Health and Ageing portfolio has established a Radiation Protection Standard² specifying limits for continuous exposure of the general public to RF transmissions at frequencies used by wireless base stations. Further information can be gained from the ARPANSA web site.

The Australian Communications and Media Authority (ACMA)³ mandates exposure limits for continuous exposure of the general public to RF EME from wireless base stations. Further information can be found at the ACMA website <http://emr.acma.gov.au>

Existing Site Radio Systems There are currently no existing radio systems for this site.

Proposed Site Radio Systems

NBN Co / LTE2300 (proposed)			
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Table of Predicted EME Levels – Proposed

Distance from the antennas at Yealering 50 Connor Street in 360° circular bands	Maximum Cumulative EME Level – All carriers at this site (% of ARPANSA exposure limits ²) Public exposure limit = 100%
0m to 50m	0.0029%
50m to 100m	0.0024%
100m to 200m	0.0018%
200m to 300m	0.0098%
300m to 400m	0.012%
400m to 500m	0.011%
Maximum EME level	
373.56 m, from the antennas at Yealering 50 Connor Street	0.012%

Note: Estimation for the maximum level of RF EME at 1.5m above the ground from the existing and proposed antennas assuming level ground. The estimated levels have been calculated on the maximum mobile phone call and data capacity anticipated for this site. This estimation does not include possible radio signal attenuation due to buildings and the general environment. The actual EME levels will generally be significantly less than predicted due to path losses and the base station automatically minimising transmitter power to only serve established phone calls and data transmissions⁴. Where applicable, particular locations of interest in the area surrounding the base station, including topographical variations, are assessed in Appendix A "Other areas of Interest" table on the last page.

Summary – Proposed Radio Systems

RF EME levels have been estimated from the existing and proposed antennas at Yealering 50 Connor Street YEALERING WA 6372. The maximum cumulative EME level at 1.5 m above ground level is estimated to be 0.012 % of the ARPANSA public exposure limits.

Environmental EME report (v10.6)

(2012 ARPANSA Format)

Produced with RF-Map2 2.0 (Build 0.301)

Reference Notes:

1. The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is a Federal Government agency incorporated under the Health and Ageing portfolio. ARPANSA is charged with responsibility for protecting the health and safety of people, and the environment, from the harmful effects of radiation (ionising and non-ionising).
2. Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), 2002, 'Radiation Protection Standard: Maximum Exposure Levels to Radiofrequency Fields — 3 kHz to 300 GHz', Radiation Protection Series Publication No. 3, ARPANSA, Yallambie Australia. [Printed version: ISBN 0-642-79400-6 ISSN 1445-9760] [Web version: ISBN 0-642-79402-2 ISSN 1445-9760]
3. The Australian Communications and Media Authority (ACMA) is responsible for the regulation of broadcasting, radiocommunications, telecommunications and online content. Information on EME is available at <http://emr.acma.gov.au/>
4. The EME predictions in this report assume a near worst-case scenario including:
 - wireless base station transmitters for mobile and broadband data operating at maximum power (no automatic power reduction)
 - simultaneous telephone calls and data transmission.
 - an unobstructed line of sight view to the antennas.
 In practice a worst-case scenario is rarely the case. There are often trees and buildings in the immediate vicinity, and cellular networks automatically adjust transmit power to suit the actual user traffic. The level of EME may also be affected where significant landscape features are present and predicted EME levels might not be the absolute maximum at all locations.
5. Further explanation of this report may be found in "Understanding the ARPANSA Environmental EME Report" and other documents on the ARPANSA web site, <http://www.arpansa.gov.au>

The Telecommunications Act 1997 exempts developers from environmental and planning legislation in Western Australia except where the facility does not meet the definition of a low impact facility, in this case requiring a development application with the Shire of Wickiepin.

The applicant is also required to comply with the Telecommunications Code of Practice 1997 and the industry codes and standards of the Australian Communications Authority.

The purpose of the Yealering Industrial area is to provide a location for uses that should be kept separate from the residential portions of the town site due to their potential to cause emissions (such as dust, noise or odour), the levels of traffic they may generate, or the 'unsightly' visual appearance of many industrial activities. It is considered that the siting of a telecommunications infrastructure within an industrial area is an appropriate development.

It is recommended that conditions be attached to any approval requiring that landscaping be undertaken at the street frontage to the property, and that compliance with Australian Standards be specifically listed as conditions of approval (in spite of separate legislation already requiring this of the proponent) to ensure the development does not impact upon public health.

The proposed total height of the development being 40m will inevitably make it visually apparent both within the industrial area, but it is considered that towers of this type have become commonplace in many areas and are generally accepted as being part of modern living and its associated demands for higher speed verbal and computer communication.

It is considered that the siting of the proposed NBN Tower mobile phone base station on Industrial Land is an appropriate development. It is recommended that conditions be attached to any approval requiring compliance with the Telecommunications Code of Practice 1997 and Standards of the Australian Communications Authority (in spite of separate legislation already requiring this of the proponent) to ensure the development does not impact upon public health.

The proponents are also asking Council to reduce the required setbacks of front 15 metres, rear 7.5 meters and side 5m as per the following table extracted from Councils Town Planning Scheme number 4.

Land Use Zones	Min Lot Area (m ²)	Min Effect Frontage (m)	Min Boundary Setbacks (m)			Maximum Plot Ratio ⁽⁴⁾	Min Car Parking Spaces ⁽⁵⁾	Min Landscaping (% of Site) ⁽⁷⁾
			Front ⁽²⁾	Rear	Side ⁽³⁾			
Town Centre ⁽⁶⁾	-	-	As determined by Council			0.8	1/15m ² of GLA for retail/commercial; 1/25m ² of GLA for office; 2/practitioner for consulting rooms; 1/5m ² of public areas; 1/bedroom for accommodation; or combination of above as determined by Council.	As determined by Council.
Rural Townsite	-	-	As determined by Council			0.5		As determined by Council.
Industry								
Warehouses	1000	25	15	7.5	5	0.60	1 per 50m ² of GLA or as determined by Council.	15
Light	1000	25	11	7.5	5	0.60		15
Factory Units	2000	30	11	5.0	5	0.60		15
General	2000	30	15	7.5	5	0.50		20
Residential	In accordance with the Residential Design Codes as varied by Scheme provisions							

The proponents are also seeking a reduced setback from front 15 metres, rear 7.5 meters and side 5m to front 8 metres, rear 3.5 meters and side 5m. The variation is requested to enable NBN CO to access the compound directly from Connor Street and to minimise interference with the industrial use of the building.

This matter was forwarded to Council Consultant Planners who have made the following comments:

Re: Telecommunication Towers – Shire of Wickepin

2. Planning Report – Proposed Fixed Wireless Facility, 50 Connor Street Yealering

The location for the proposal seems to be appropriate for the proposed development as it is on land zoned industry.

Advertising of the proposal may be appropriate even though it is not mandatory under the scheme. Relaxation of the front and side setbacks is sought. It is proposed that the front setback be reduced from 15m to 2.5m and the side setback from 5m to 3.5m. I recommend that the front setback be a minimum of 7.5m to be more compatible with that expected of other development in this zone while recognising the need to minimise the area to be taken.

One of the objectives of the Industry zone is:

- To improve the amenity and visual appearance of industrial areas through appropriate landscaping.*

Council may therefore consider a condition of approval to require landscaping of the site to Council's satisfaction.

Should any applicant be aggrieved or any persons objecting to the decision of the Council (in part or whole) they have a right of appeal to the State Administrative Tribunal within twenty eight (28) days from the date of the decision."

Statutory Environment: *Planning and Development Act 2005*

State Administrative Tribunal Act 2004

Shire of Wickepin Town Planning Scheme Number 4

- Schedule 1.2*
- 5.18 - Development in the Town Centre and Rural Town site Zones the following:*
- Clause 9.1- Advertising of applications*
- Clause 10.2 - Matters to be considered by local government*

Telecommunications Act 1997

Telecommunications Code of Practice 1997

*Industry codes and standards of the Australian Communications Authority
State Planning Policy 5.2 Telecommunications Infrastructure (Appendix 4 in
Report from Daly International under separate cover)*

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Fits within theme 1 of Council's Strategic Plan:

Theme 1 – To Develop and Maintain Quality Services and Infrastructure

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

Goal	Action	Measure
1.1 Develop effective assets replacement and maintenance programs	<ul style="list-style-type: none"> Develop and fund a five year program for the provision of footpaths. Develop and fund a ten year plan that will ensure the timely maintenance of Council assets. Provide for the replacement of existing and provision for new community assets as the need arises. 	<ul style="list-style-type: none"> Review, at least annually, the five-year road program for the district. Maintain and review annually an adequately funded reserve fund for the replacement of plant as necessary

Summary: Nil

Recommendation:

1. That the application from Daly International to construct a new fixed wireless broadband facility being a 40metre monopole and associated infrastructure including outdoor units in close proximity on Location Lot 123, No 50 Connor Street Yealering be advertised for public comment commencing on 16th May 2013 and finish on the 7th June 2013 with a reduced front set back of 7.5 meters and a reduced side setback of 3.5 meters.
2. That the public comments be undertaken in the following manner:
 - Placement of a notice in the Narrogin Observer inviting comment;
 - Writing directly to the landowners of the lots in vicinity of the subject site inviting comment;
 - Writing directly to the Department of Health, Department of Environment and Conservation and the Civil Aviation Safety Authority inviting comment.

Voting Requirements: Simple majority

Amendment:**Resolution No 150513-7****Moved Cr Coxon / Seconded Cr Allan**

1. That the application from Daly International to construct a new fixed wireless broadband facility being a 40metre monopole and associated infrastructure including outdoor units in close proximity on Location Lot 123, No 50 Connor Street Yealering be advertised for public comment commencing on 16th May 2013 and finish on the 14th June 2013 with a reduced front set back of 7.5 meters and a reduced side setback of 3.5 meters.
2. That the public comments be undertaken in the following manner:
 - Placement of a notice in the Narrogin Observer and Wickepin Watershed News inviting comment;
 - Writing directly to the landowners of the lots in vicinity of the subject site inviting comment;
 - Writing directly to the Department of Health, Department of Environment and Conservation and the Civil Aviation Safety Authority inviting comment.

Carried 8/0

The resolution differs from the Officers Recommendation as the Council felt that the public should have longer to reply to the advertising of the fixed wireless broadband facility and changed the closing date to 14 June 2013.

Council also felt that it should be noted that placement of the notice should also be in the Wickepin Watershed News.

Mark Hook

1713

Address

Dear Sir / Madam

PROPOSED NEW FIXED WIRELESS BROADBAND FACILITY – LOT 123 (No 50) Connor Street Yealering WA 6372

The Shire of Wickepin is in receipt of a planning application to construct a new fixed wireless broadband facility being a 40metre monopole and associated infrastructure including outdoor units in close proximity on Location Lot 123, No 50 Connor Street Yealering.

The Shire of Wickepin is writing directly to you seeking any comment upon the proposal. Details of the application are enclosed for your assistance.

A submission form has been enclosed that you can use to provide your views (support/objection/indifference) regarding this matter. Please provide your comments in writing **prior to 5:00pm 7th June 2013** Please address your submission to:

Chief Executive Officer
Shire of Wickepin
PO Box 19
WICKEPIN WA 63704

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

Where no response is received within the specified time frame the Shire may determine the application without your response.

Should you have any queries in relation to the application please do not hesitate to contact Mr Mark Hook CEO at the Shire of Wickepin on 08 9888 1000

Yours Sincerely

Mark J Hook
Chief Executive officer

Attachment- Item 10.2.08.1



DEVELOPMENT APPLICATION SUBMISSION FORM

Attention: Mark J Hook

Proposed Development:	TELECOMMUNICATIONS INFRASTRUCTURE (40metre monopole and associated infrastructure)
Location:	(NO 50) CONNOR STREET, YEALERING

Name: _____
Postal Address: _____
Phone Number: _____

SUBMISSION: ☐ Support ☐ Object ☐ Indifferent

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

[illegible]

Signature: _____ Date: _____

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

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

Submissions Close: 7 June 2013

Attachment-Item 10.2.08.2

4.45pm – CEO Mark Hook returned to the chambers.

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:	8 May 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 30 April 2013 as presented be received.

Voting Requirements: Simple majority

Resolution No 150513-8

Moved Cr Coxon / Seconded Cr Allan

That the financial statements tabled for the period ending 30 April 2013 as presented be received.

Carried 8/0

Bank Balances

As at 30/04/2013

	Bank Statement	Adjusted
Municipal Fund	1,432,774.86	1,289,173.43
Petty Cash	500.00	500.00
Reserves	462,455.58	462,455.58
Total	1,895,730.44	1,752,129.01
Trust Fund	21,633.45	21,551.25
Transport Account	4,278.75	0.00

Debtors

Rates as at 30/04/2013

Account 7461	Rates	23,886.09
Account 6051	Sewerage	4,146.28
Account 7451	Ex Receipts	-5,338.98
Account 7441	Pensioners Rebates	2,483.89
Account 7481	Domestic Rubbish	2,113.12
Account 7491	Commercial Rubbish	49.29
Account 7201	Refuse Site Levy	648.42

Sundry Debtors as at 30/04/2013

Current	942.94
1 Month	4,663.54
2 Months	21,133.83
3 Months	54,846.52
Total	81,586.83

3 months = Shire of Wandering (Fuel Facility Reimbursement)

2 Months – Main Road (Paid on 7/5/13)

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:	8 May 2013

Enclosure / Attachment: List of Accounts**Background:** Please find following the List of Accounts remitted during the period from 4 April – 7 May 2013

	<u>Vouchers</u>	<u>Amounts</u>
Municipal Account		
Cheques	14622 - 14646	124,319.53
EFTPOS	3549 - 3601	192,917.12
Other Transfers	Payroll April 2013	65,495.00
Trust Account		
EFTPOS	3544 - 3548	8,070.65
Cheques	1208 - 1210	1,896.75
TOTAL		<u>\$392,699.05</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 \$392,699.05 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 150513-9

Moved Cr Astbury / Seconded Cr Russell

That Council acknowledges that payments totaling \$392,699.05 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 8/0

**SHIRE OF WICKEPIN
CHEQUE LISTING
4/4/13 TO 8/5/13**

Chq/EFT	Date	Name	Description	Muni	Trust
1208	04/04/2013	BCITF	BCITF PAYMENT - FACEY GROUP ROOF		71.75
1209	09/04/2013	WICKEPIN ARTS & CRAFTS	COMMUNITY GRANT - COMMUNITY HARVEST FUND		500.00
1210	10/04/2013	WICKEPIN ST JOHN AMBULANCE	COMMUNITY GRANT - COMMUNITY HARVEST FUND		1,325.00
EFT3544	09/04/2013	MR TIM FLEAY	INVOICE 52 - FUEL FOR COMMUNITY HARVEST		550.65
EFT3545	09/04/2013	WICKEPIN PLAYGROUP	COMMUNITY GRANT - COMMUNITY HARVEST FUND		720.00
EFT3546	09/04/2013	WICKEPIN COMMUNITY RESOURCE CENTRE	COMMUNITY GRANT - COMMUNITY HARVEST FUND		650.00
EFT3547	09/04/2013	WICKEPIN LADIES HOCKEY CLUB	COMMUNITY GRANT - COMMUNITY HARVEST FUND		1,150.00
EFT3548	09/04/2013	WICKEPIN FOOTBALL CLUB	COMMUNITY GRANT - COMMUNITY HARVEST FUND		5,000.00
EFT3549	10/04/2013	AUSTRALIA POST	MARCH POSTAGE	188.74	
EFT3550	10/04/2013	AIR RESPONSE	REPAIRS TO AIR CONDITIONER AT YEALERING HALL	312.23	
EFT3551	10/04/2013	AUSTRALIAN GOVERNMENT CHILD SUPPORT	PAYROLL DEDUCTIONS	365.36	
EFT3552	10/04/2013	BEST OFFICE SYSTEMS	TONER FOR COLOUR PRINTERS & COPIER CHARGES	907.15	
EFT3553	10/04/2013	RJ BROUN PAINTING SERVICES	PAINTING OF SHIRE BUILDINGS	9,014.00	
EFT3554	10/04/2013	BITUTEK	SEALING WORKS, WICKEPIN PINGELLY ROAD	93,753.28	
EFT3555	10/04/2013	CORNER'S AUTO ELECTRICS	JUMPER LEADS	275.00	
EFT3556	10/04/2013	COUNTRY PAINT SUPPLIES	PAINT FOR YEALERING CEMETERY	140.99	
EFT3557	10/04/2013	STAPLES / CORPORATE EXPRESS	REFRESHMENTS FOR MEETINGS	16.94	
EFT3558	10/04/2013	LANDGATE	TITLE SEARCHES	72.00	
EFT3559	10/04/2013	LGIS RISK MANAGEMENT	REGIONAL RISK COORDINATOR PAYMENT	2,293.50	
EFT3560	10/04/2013	EDWARDS MOTORS P/L	PARTS	88.00	
EFT3561	10/04/2013	EWEN RURAL SUPPLIES	MARCH ACCOUNT	2,167.24	
EFT3562	10/04/2013	AC & EJ FULFORD & CO	PUSH UP TREES FOR AVERY CORNER CORRECTION	1,870.00	
EFT3563	10/04/2013	GREAT SOUTHERN FUEL SUPPLIES	DIESEL	38,763.49	
EFT3564	10/04/2013	JR & A HERSEY	WORKSHOP SUPPLIES	186.80	
EFT3565	10/04/2013	LIBBY HEFFERNAN	CLEANING OF FACEY HOMESTEAD	40.00	
EFT3566	10/04/2013	IT VISION	SET UP MAPPING INTERFACE SOFTWARE	2,277.91	
EFT3567	10/04/2013	LANE, BUCK & HIGGINS	LEGAL FEES - LAND RESUMPTION LOMOS ROAD	671.00	
EFT3568	10/04/2013	LOVEGROVE TURF SERVICES	TURF	35.00	
EFT3569	10/04/2013	NARROGIN HIRE SERVICE	HIRE OF HAMMER DRILL	38.50	
EFT3570	10/04/2013	GREAT SOUTHERN WASTE DISPOSAL	WASTE COLLECTION	4,694.28	
EFT3571	10/04/2013	NARROGIN HARDWARE	BOLTS	30.00	
EFT3572	10/04/2013	NARROGIN RETRAVISION	POWER SUPPLY	54.00	
EFT3573	10/04/2013	NARROGIN BEARING SERVICE	BOW CHAIN SWIVEL	83.77	

Attachment- Item 10.2.02

**SHIRE OF WICKEPIN
CHEQUE LISTING
4/4/13 TO 8/5/13**

EFT3574	10/04/2013	STAR TRACK EXPRESS	FREIGHT	155.64
EFT3575	10/04/2013	NARROGIN BOILERMAKERS	SOCKS	18.00
EFT3576	10/04/2013	NARROGIN GASWORX	GAS PIG TAIL FOR YARLING COURT UNIT	22.00
EFT3577	10/04/2013	PRITCHARD BOOKBINDERS	MINUTES BINDING	77.00
EFT3578	10/04/2013	LEAH PEARSON	ACCOMMODATION FOR LEAH'S TRAINING	171.20
EFT3579	10/04/2013	ROADTECH	ASPHALT TO FUEL FACILITY	18,414.00
EFT3580	10/04/2013	SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS - RATES	50.00
EFT3581	10/04/2013	SHERIDANS FOR BADGES	NAME BADGES FOR CEO	76.12
EFT3582	10/04/2013	WESTRAC EQUIPMENT	PARTS	54.40
EFT3583	10/04/2013	WICKEPIN NEWSAGENCY	SANDWICHES FOR GRANTS COMMISSION MEETING	116.50
EFT3584	10/04/2013	WICKEPIN COMMUNITY RESOURCE CENTRE	DONATION TO ANNUAL BALL	500.00
EFT3585	29/04/2013	BURGESS RAWSON (WA) PTY LTD	RENT - MANAGEMENT FEES FUEL FACILITY	2,197.25
EFT3586	29/04/2013	BEST OFFICE SYSTEMS	TONOR FOR COLOUR PRINTERS	1,010.00
EFT3587	29/04/2013	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	305.34
EFT3588	29/04/2013	KELLY COCHRANE	CLEANING OF YEALERING PUBLIC BUILDINGS	225.00
EFT3589	29/04/2013	MARKET CREATIONS	ADVERTISING IN NARROGIN DIRECTORY	726.00
EFT3591	29/04/2013	STAR TRACK EXPRESS	FREIGHT	29.45
EFT3592	29/04/2013	NARROGIN TECHNOLOGY SOLUTIONS	PROJECTOR MAINTENANCE	878.00
EFT3593	29/04/2013	MAUREEN PREEDY	CLEANING OF YEALERING HALL	262.50
EFT3594	29/04/2013	RAMSAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	127.84
EFT3595	29/04/2013	SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS - RATES	50.00
EFT3596	29/04/2013	TELSTRA	TELSTRA PHONE USAGE	1,888.08
EFT3597	29/04/2013	WESTRAC EQUIPMENT	GRADER PARTS	176.36
EFT3598	29/04/2013	SYNERGY	ELECTRICITY	6,471.15
EFT3599	29/04/2013	WICKEPIN HOTEL	REFRESHMENTS	142.90
EFT3600	29/04/2013	WA LOCAL GOVT ASSOCIATION	ADVERTISING - DISPOSAL OF COMPUTER	293.32
EFT3601	29/04/2013	WESTNET PTY LTD	INTERNET USAGE	139.89
14622	10/04/2013	BLACKWOODS-ATKINS	FIRE FIGHTING GOGGLES	1,910.30
14623	10/04/2013	WICKEPIN GARDEN CENTRE	PLANTS	166.00
14624	10/04/2013	ISS HYGEINE SERVICES	MAINTAIN SANITARY BINS - SHIRE PUBLIC BUILDINGS	2,648.80
14625	10/04/2013	KOMATSU AUST P/L	PARTS	145.01
14626	10/04/2013	NARROGIN QUARRY OPERATIONS	METAL DUST	345.31
14627	10/04/2013	NARROGIN PACKAGING	GOODS FOR PUBLIC TOILETS	539.20
14628	10/04/2013	PARRYS	WORK CLOTHING	106.40

Attachment- Item 10.2.02

**SHIRE OF WICKEPIN
CHEQUE LISTING
4/4/13 TO 8/5/13**

14629	10/04/2013	WA HINO SALES & SERVICE	PARTS	189.18
14630	29/04/2013	BELVEDERE NURSERY	PLANT TIES	30.40
14631	29/04/2013	WICKEPIN GARDEN CENTRE	PLANTS FOR WAR MEMORIAL GARDENS	527.00
14633	29/04/2013	HANCOCKS HOME HARDWARE	OUTDOOR CLEANER	35.00
14634	29/04/2013	HARRIS ZUGLIAN ELECTRICS	ELECTRICS - GRAIN FREIGHT NETWORK, LOMOS ROAD	4,253.76
14635	29/04/2013	HOWLETT'S TREE SERVICE	VEGETATION MAINTENANCE YEALERING	20,000.00
14636	29/04/2013	ING CUSTODIANS PTY LTD	SUPERANNUATION CONTRIBUTIONS	174.63
14637	29/04/2013	NARROGIN FLORAL STUDIO	ANZAC DAY WREATHS	185.00
14638	29/04/2013	NORTH STAR TRANSPORT	FREIGHT	27.48
14639	29/04/2013	PIONEER CREDIT	DEBT COLLECTION - OVERDUE RATES	1,666.71
14640	29/04/2013	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	297.26
14641	29/04/2013	SOUTHERN WIRE	SLIDING GATES FOR FUEL FACILITY	4,245.51
14642	29/04/2013	TOLL IPEC	FREIGHT	90.86
14643	29/04/2013	WESTERN AUSTRALIAN TREASURY CORP	LOAN 100 & 99 PAYMENT	14,016.10
14644	29/04/2013	WATER CORPORATION	WATER USAGE	63,642.85
14645	29/04/2013	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	8,576.77
14646	29/04/2013	YEALERING P&C ASSOCIATION	YEALERING CEMETERY OPENING	500.00
			TOTAL	317,236.65
				9,967.40

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:	1 May 2013

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

There was one (1) building application approved and license issued for the month of April 2013.

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

License No	Name & Address of Owner	Registered Builder (RB) or Owner Builder (OB)	Structure	Situation of Building Lot or Street No & Town
7/12-13	Christopher Turner	TR Homes	New Building - Dwelling	Eighty Six Gate Road Wickepin WA 6370
8/12-13	Shire of Wickepin	Owner Builder	Re-roof and structural work to roof frame	40 Wogolin Road Wickepin WA 6370

Implications: Not applicable**Financial Implications:** Not applicable**Strategic Implications:** Not applicable**Recommendation:**

That Council notes the report from the EHO/Building Surveyor 1 May 2013.

Voting Requirements: Simple Majority**Resolution No 150513-10****Moved Cr Astbury / Seconded Cr Lansdell**

That Council notes the report from the EHO/Building Surveyor 1 May 2013.

Carried 8/0

4.50pm – CDO Natalie Manton entered the chambers.

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:	8 May 2013

Enclosure / Attachment: Nil

Arts and Cultural	<ul style="list-style-type: none"> Promoted Dryandra Art, Food and Wine trail.
Community Development	<p>Yealering Cemetery</p> <ul style="list-style-type: none"> Cemetery re-opening. Send out guidelines for Shire of Wickepin cemetery including plaque and monumental works specifications and location of grave sites. Administrative guidelines for funerals and burials. <p>CLGF</p> <ul style="list-style-type: none"> Actual expenses and receipts for 10/11 CLGF funding. Site inspection Wickepin cemetery for 11/12 project. Order bench for Yealering Hall. <p>Townscape</p> <ul style="list-style-type: none"> Attend Townscape meeting. Review townscape budget and projects for next year. <p>Other</p> <ul style="list-style-type: none"> Provided notes for Watershed. Revised Shire of Wickepin Community Grant application forms. Order swing for Yealering caravan Park as per last year's Community Grants. Order cables for Community Centre AV system. Ordered data projector.
Community Safety and Crime Prevention	<p>CCTV</p> <ul style="list-style-type: none"> Follow up router for CCTV cameras
Economic Development	<p>Living Lakes Project</p> <p>Discussion with Tuck Waldron and Ian Hills</p>
Tourism Marketing and Promotion	<ul style="list-style-type: none"> Discussions with WALGA regarding upgrade of website and costs. Distributed newsletter.
Sport and Recreation	<p>Yealering Bike Skills Track</p> <ul style="list-style-type: none"> Sent details of final expenses and invoice to Yealering Progress Association. <p>Kidsport</p> <ul style="list-style-type: none"> Kidsport club registrations. <p>Healthy Communities Project</p> <p>Other</p> <ul style="list-style-type: none"> Circulated information on Heart Moves program.
Special Needs Groups inc; Youth,	<ul style="list-style-type: none">

Disabled and Older People.	
Heritage	<ul style="list-style-type: none"> Letter to Public Transport Authority regarding Old Railway Station and goods yard and lease with Brookfield Rail.
Other	<ul style="list-style-type: none"> Reviewed policy manual Discussion with Tuck Waldron regarding current projects in the shire. Attended training on Local Government Act – Advanced.

Funding Applications Status Report:

Project Name	Funding Organisation	Amount Requested inc Gst	Status
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 8 May 2013.

Voting Requirements: Simple majority.

Resolution No 150513-11

Moved Cr Russell / Seconded Cr Allan

That council notes the report from the Community Development Officer dated 8 May 2013.

Carried 8/0

5.01pm – CDO Natalie Manton departed the chambers.

Governance, Audit & Community Services

10.2.07 – Road Closure – Lot 22 Wogolin Road, Wickepin

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: Dryandra Country Visitor Centre
File Reference:
Author: Mark J Hook Chief, Executive Officer
Disclosure of any Interest: Nil
Date of Report: 6 May 2013

Enclosure / Attachment: Nil**Background:**

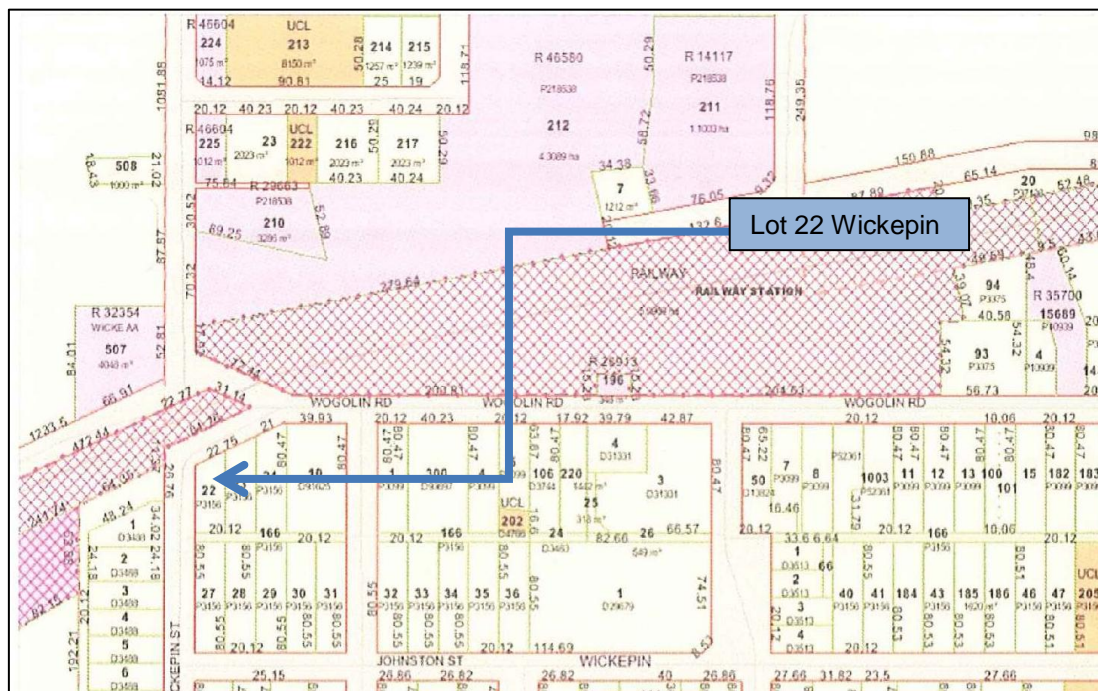
The following Agenda item was presented to Council at the 20th February 2013 Council Meeting:

*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:

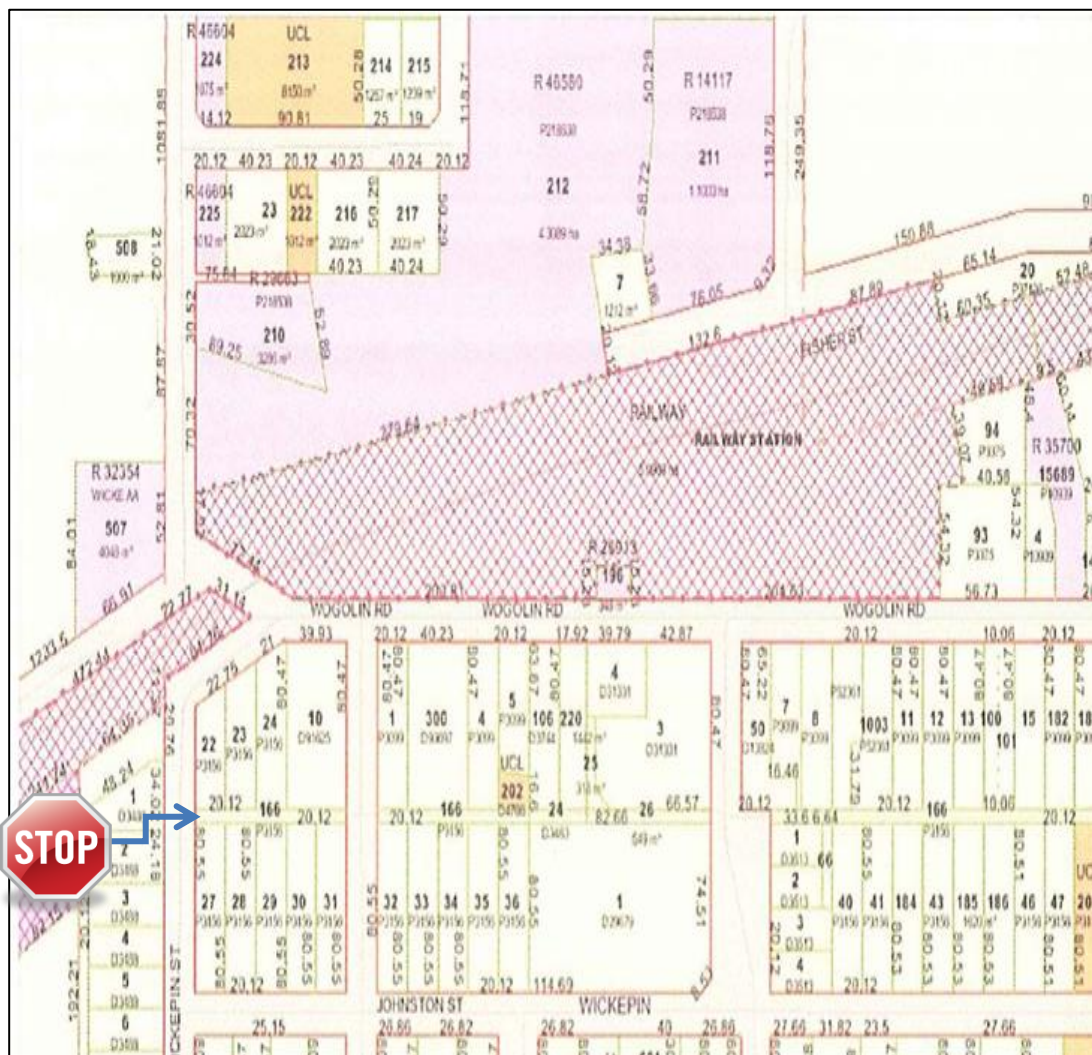
It would appear that the vehicles are using this lane way so they do not have to stop at the stop sign on Henry Street to get onto Wogolin Road.

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.

The only options I can see to resolve this issue are:

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



2. Cull 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.

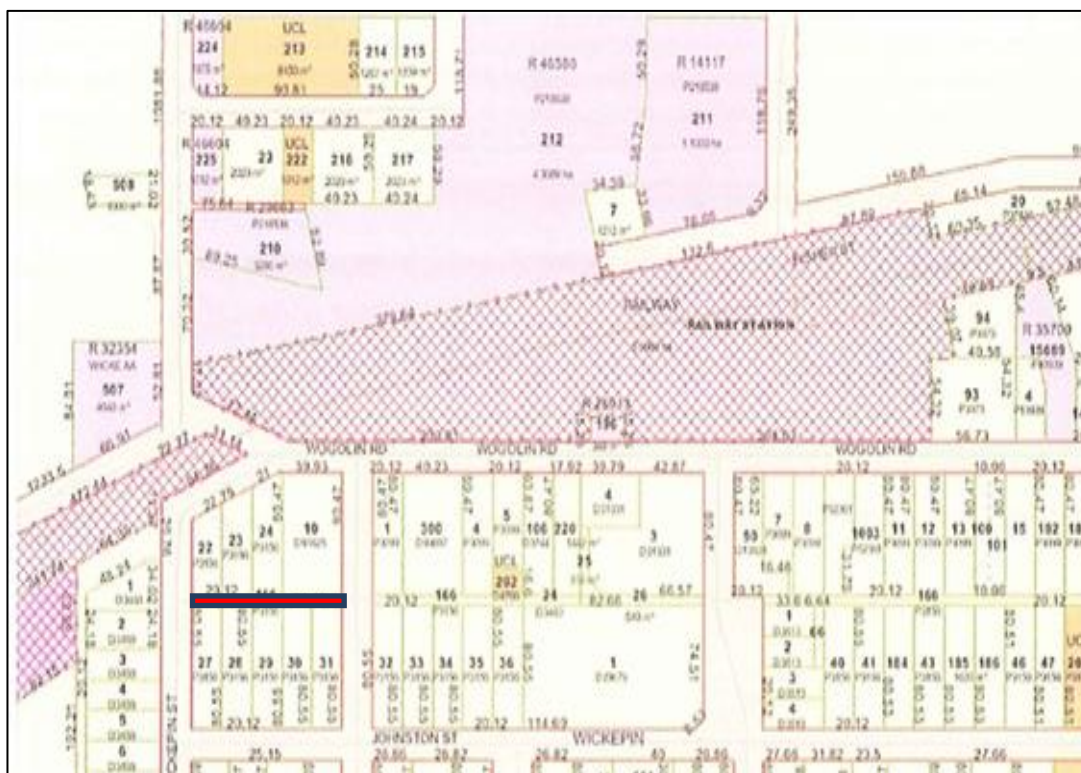
Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

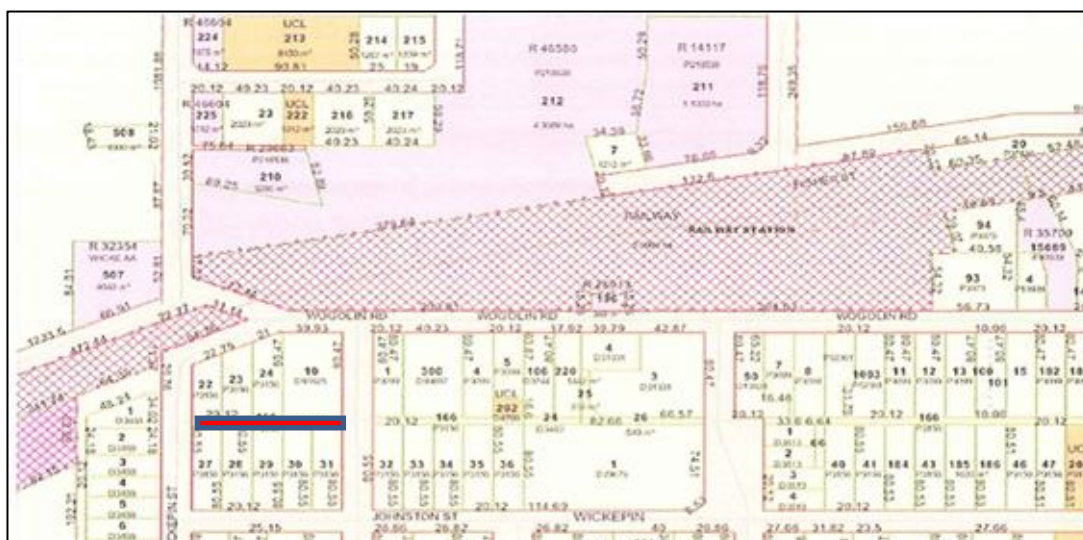
Summary:

Council is being requested to cull 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:

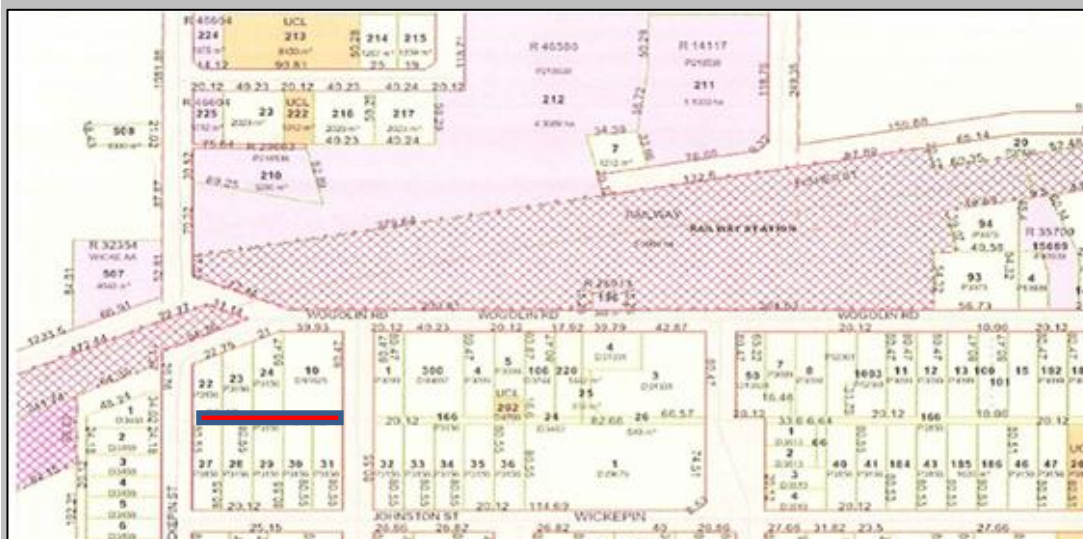
That Council advertise in a newspaper circulating in its district a notice of motion that it wishes to cull de sac the section of the back lane way at the rear of Lots 22,23,24,19 Wogolin Road as hatched red in the following map for a period of 35 days as per the Land Administration Act 1997;

**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 cull 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

Comment:

The following Advertisement was put in the Local Paper:

SHIRE OF WICKEPIN

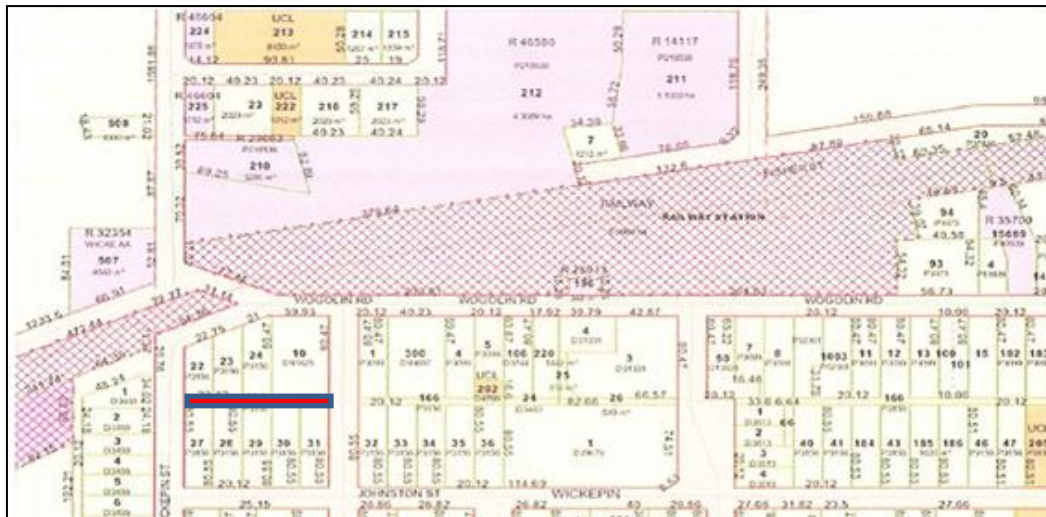
Public Notice

Cull de sac section of back lane-way Proposal

Lots 22, 23, 24, 19 Wogolin Road

It is hereby notified for public information that the following resolution was unanimously passed by Council at its monthly meeting held on the 20 February 2013;

That Council advertise in a newspaper circulating in its district a notice of motion that it wishes to cull 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*;



Submissions on the proposal must be made in writing and lodged with the undersigned on or before Tuesday 9 April 2013.

If anyone has any queries please contact your local Councillor or contact the undersigned.

Mark J Hook
Chief Executive Officer
27 February 2013

Council received four submissions one against and three are happy with the proposal as advertised.

The one against was against closing the whole road but was happy for the 25m section at the Wickepin Road end to be closed as a Cull De Sac.

Statutory Environment: *Section 58 Land Administration Act*

Policy Implications: Nil

Financial Implications: Cost of the materials for the cull de sac which is estimated to be under a \$1,000

Strategic Implications: Nil

Summary:

Council is being requested to cull de sac the section of the back lane way at the rear of Lots 22,23,24,19 Wogolin Road as per the *Land Administration Act 1997*.

Recommendation:

That Council cull de sac the section of the back lane way at the rear of Lots 22,23,24,19 Wogolin Road as per the Land Administration Act 1997.

Voting Requirements: Simple majority

Resolution No 150513-12

Moved Cr Lansdell / Seconded Cr Astbury

That Council cull de sac the section of the back lane way at the rear of Lots 22,23,24,19 Wogolin Road as per the Land Administration Act 1997.

Carried 8/0

Governance, Audit & Community Services

10.2.08 – DRYANDRA VROC – CLGF Allocations 13/14

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	1539
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	3 May 2013

Enclosure / Attachment:

Current five year Country Local Government Fund Regional funding program as endorsed by the Dryandra VROC showing the projects to date and the proposed projects for 12/13 and future projects for 13/14 and 14/15.

2010/11	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Dryandra Equestrian Centre	194,304		72,447		48,808	315,559
CY O'Connor TAFE			140,702			140,702
24hr Commercial Fuel Facility				160,975	164,891	325,866
Narrogin Regional Airport		192,521	125,218			317,739
TOTAL PROJECT COSTS	194,304	192,521	338,367	160,975	213,699	1,099,866

2011/12	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Dryandra Equestrian Centre	56,813	56,813	94,688	47,344	61,547	317,206
Narrogin Town Hall	62,687	62,687	104,478	52,239	67,910	350,000
Narrogin Recreation Centre	75,224	75,224	125,373	62,687	81,493	420,000
Narrogin Heavy Haulage Bypass - Stage 1	23,849	23,630	41,532	19,758	26,230	135,000
Regional Waste - Transfer Stations	85,389	84,606	148,699	70,742	93,912	483,349
ADSL 2 Broadband Internet Services	15,900	15,754	27,688	13,172	17,487	90,000
TOTAL PROJECT COSTS	319,862	318,713	542,458	265,943	348,579	1,795,555

2012/13	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Industrial Land Development - Wandering	44,165	43,760	76,911	36,590	48,574	250,000
Residential Land Development - Wickepin	38,866	38,509	67,682	32,199	42,745	220,000
Narrogin Heavy Haulage Bypass - Stage 2	152,027	150,632	264,744	125,950	167,202	860,555
Regional Waste - Purchase of Land	39,749	39,384	69,220	32,931	43,716	225,000
Dryandra Equestrian Centre - Land Purchase	42,399	42,010	73,834	35,126	46,631	240,000
TOTAL PROJECT COSTS	317,206	314,295	552,391	262,795	348,868	1,795,555

2013/14	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Narrogin Regional Airport - Stage 2	88,331	87,520	153,822	73,179	97,148	500,000
Narrogin Heavy Haulage Bypass - Stage 3	50,000	200,000	50,000	50,000	50,000	400,000
Regional Waste - Transfer Stations	35,332	35,008	61,529	29,272	38,859	200,000
Regional Waste - Site Development	88,331	87,520	153,822	73,179	97,148	500,000
Town Library Regional Strategy	88,331	87,520	153,822	73,179	97,148	500,000
Mobile Phone Towers	220,827	218,801	384,554	182,948	242,869	1,250,000
TOTAL PROJECT COSTS	571,152	716,370	957,549	481,758	623,171	3,350,000

2014/15	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
CY O'Connor TAFE	80,597	80,597	134,328	67,164	87,313	450,000
Aged Care Facilities	519,403	519,403	865,672	432,836	562,687	2,900,000
TOTAL PROJECT COSTS	600,000	600,000	1,000,000	500,000	650,000	3,350,000

Background:

A meeting was recently held with the Dryandra VROC CEO's and Senior Elected Members to discuss and endorse the proposed 13/14 Regional Projects to be prepared and presented to the Wheatbelt Development Commission for assessment and then through to the full assessment stage.

During this meeting it was proposed that the existing 5 year program be altered to allow changes to the projects as priorities have since altered.

Comment:

It is proposed that each Local Government from the Dryandra VROC endorse the proposed projects for the Regional Component of the Country Local Government Fund. Due to the difficulty in a meeting be coordinated with all members of the VROC the time frame required for the applications to be presented, being the end of May 2013, is restricting Councils in deliberating and considering these items in full.

The VROC grouping was aware of this time restriction in endorsing the projects, hence the urgent meeting. Should not all of the Local Governments place their support behind all of the projects nominated then there is a strong risk that the portion of funding to the project not supported will be lost to the VROC grouping as there will be no time to review the allocation and nominate another project. As such, it is requested that Council endorse the 13/14 Regional Projects as one item rather than individually.

The Projects proposed are as follows and attached:

• Industrial Land Development Wandering	\$250,000
• Residential Land Development Wickiepin	\$220,000
• Narrogin Heavy Haulage Bypass Stage 2	\$860,555
• Regional Waste Site Purchase of Land	\$225,000
• Equestrian Centre purchase of Land Cuballing	\$240,000

Total Funding	\$1,795,555
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There has been strong discussion, by the State, that the funding arrangements to the competitiveness of the Regional Component will change to being state wide within the following round of funding. This will have major implications to the potential projects endorsed by the Dryandra VROC due to the Regional nature and impact of the project and the other competitive nature of projects presented by other Local Governments across the State. As such, it would be expected that in the future the Dryandra VROC will need to actively promote and politically push for endorsement of certain projects and receiving the full Regional allocation to the Dryandra VROC Councils in the future may not occur.

The process currently is that the Local Governments that have the Regional Projects within them are writing the required application and Business Plans and these are required to be presented to the Wheatbelt Development Commission prior to the end of May and must have full support of the participating Local Governments with signatures of the Elected Heads and CEO's. From this point the application will then be presented to the Department where the application will be further assessed and processing will begin. From previous years it would be expected that the endorsement of these projects and preparation of the resultant Contracts will take a minimum of six months and potentially longer.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

If support is placed behind the projects as presented, The Dryandra VROC Councils are set to receive a total of \$1,795,555 spread across the five Councils and has a positive impact on all. Should one or several of the Councils not support all proposed projects a large portion or all of the funding is placed in serious risk and would be a real negative impact on the Dryandra VROC region.

Strategic Implications:

The endorsement of the Regional Projects will have a positive nature on the Dryandra Region through the identified projects.

Summary:

It is proposed that Council endorse the attached 12/13 Country Local Government Fund Regional Projects to allow for the Dryandra VROC to progress the business plans within the required timeframe and submit the applications.

Recommendation:

1. That Council endorse the following Country Local Government Fund Regional Projects for the 2012/13 financial year:

• Industrial Land Development Wandering	\$250,000
• Residential Land Development Wickepin	\$220,000
• Narrogin Heavy Haulage Bypass Stage 2	\$860,555
• Regional Waste Site Purchase of Land	\$225,000
• Equestrian Centre purchase of Land Cuballing	\$240,000

Total Funding \$1,795,555

2. That Council authorise the Shire President and Chief Executive Officer to sign the document and also authorise the Common Seal to be utilised to formalise the documentation if required.

Voting Requirements: Simple majority

Resolution No 150513-13**Moved Cr Russell / Seconded Cr Hinkley**

1. That Council endorse the following Country Local Government Fund Regional Projects for the 2012/13 financial year:

• Industrial Land Development Wandering	\$250,000
• Residential Land Development Wickepin	\$220,000
• Narrogin Heavy Haulage Bypass Stage 2	\$860,555
• Regional Waste Site Purchase of Land	\$225,000
• Equestrian Centre purchase of Land Cuballing	\$240,000

Total Funding \$1,795,555

2. That Council authorise the Shire President and Chief Executive Officer to sign the document and also authorise the Common Seal to be utilised to formalise the documentation if required.

Carried 8/0

Governance, Audit & Community Services

10.2.09 – Great Southern District Display 2013/14 Budget Allocation

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Great Southern District Display
File Reference:	217
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	8 May 2013

Enclosure / Attachment: Nil

Background:

The Great Southern District Display Group has written to Council advising that they are starting the planning for the 2013 Perth Royal Show and are requesting that Council continue the financial support for the Great Southern District Display as in the past.

The Great Southern District Display in their letter have asked that “you may see your way clear to give us a slight increase in funding”.

Comment:

Council currently donates \$150 to the Great Southern District display for the Perth Royal Show.

The Great Southern District Display Group does a wonderful job at the Perth Royal Shows and they do showcase the Great Southern very well and they won the overall winner for their display at the 2012 Perth Royal Show.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

Expense of \$200 each Year under *Other Culture Operating Expenditure* 5412 Cultural Planning an increase of \$50 per year. The 12/13 budget amount was for \$150.

Strategic Implications: Nil

Summary:

Council is being requested to increase its annual expenditure to \$200 per Annum for sponsorship to the Great Southern District Display for the Perth Royal Show.

Recommendation:

That Council budget \$200 per year under *Other Culture Operating Expenditure* 5412 Cultural Planning for the Great Southern District Displays for the Annual Perth Royal Show.

Voting Requirements: Simple majority

Resolution No 150513-14**Moved Cr Astbury / Seconded Cr Allan**

That Council budget \$200 per year under *Other Culture Operating Expenditure* 5412 Cultural Planning for the Great Southern District Displays for the Annual Perth Royal Show.

Carried 8/0


Governance, Audit & Community Services

10.2.10 – Wickepin Playgroup Tyre Stepping Stones, Wooden Balance Beam

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: Wickepin Playgroup
File Reference: 602
Author: Mark J Hook Chief Executive Officer
Disclosure of any Interest: Nil
Date of Report: 3 May 2013

Enclosure / Attachment:

Wickepin Playgroup



Cara Borthwick
President
Wickepin Playgroup
PO Box 92
Wickepin WA 6370
Ph: 9888 1113

Mark Hook
CEO
Wickepin Shire
Wogolin Rd
Wickepin WA 6370
Ph: 9888 1005

SHIRE OF WICKEPIN			
DATE RECEIVED:	24.04.2013		
ACTION:	CEO		✓
REPLY:	FINANCE		
INFO BTN	ESO		
AGENDA:	MGR WKS		
PRESICRS	EHO		
FILE NO:	602	CDO	

23rd April 2013

Dear Mark

Last December, I wrote to you requesting permission to make improvements to our sandpit at Playgroup, which was granted and I thank you for that. We unfortunately didn't receive the grant we applied for to make these improvements and also, Nat Manton kindly forwarded on some valuable information regarding the use of limestone blocks around play areas, which made us reconsider our initial plans. Therefore, through discussions with the members at Wickepin Playgroup, we have considered alternatives.

We have recently applied for and received funding from the Wickepin Community Fund to assist us with some inexpensive projects but also to employ the Kidsafe WA Advisory Service to provide some ideas for the future and to ensure any current or future projects we undertake comply with safety guidelines.

Therefore, I am writing this letter to requesting your permission to make some other changes to the playground at Playgroup and I will outline each of these below.

We were hoping to add some tyre stepping stones and a wooden balance beam to the area. These are ideas from the Kidsafe WA handbook and I have attached a picture of each of these at the bottom of the letter. These are constructed using recycled materials.

In regards to the changes to the sandpit, we have decided to apply for some funding through the Shire of Wickepin Community Grant, to assist in the purchase of a cubbyhouse. If we were able to have a raised cubbyhouse, we could have a sandpit underneath. Further information regarding this can be found in the application form for the Shire of Wickepin Community Grant.

Kidsafe WA Advisory Service will be able to inform us of whether having a raised cubbyhouse would be a possibility and where within the playground would be the best position for it. Tracy Blaszkow from Kidsafe WA will be in Wickepin Friday (26th April) morning at 10am to provide us with an initial assessment.

Thank you for taking the time to consider our request. Should you have any questions, please do not hesitate to call me.

Yours sincerely



Cara Borthwick

Attachments:

1. Balance Beam



2. Tyre Stepping Stones



Background:

Council has received a letter from the Wickepin Playgroup requesting permission to place tyre stepping stones and a wooden balance beam at the Wickepin Playgroup building situated on Wickepin Lot 1 Campbell Street.

Comment:

Such equipment at the playgroup would benefit the users of the Playgroup Building. As the building is currently utilised by a number of different users under different arrangements the installation of these items should be on the grounds that they can be utilised by all the users of the Playgroup Building.

The equipment is of a nature that would be approved in play grounds and there should be no issues in placing such requested items at the Wickepin Play Group Building.

The cubbyhouse should be dealt once the funding has been ascertained and Council is given all the information in relation to the size and type of structure proposed.

Statutory Environment: *Local Government Act 1995*

Policy Implications: Nil

Financial Implications:

No financial contribution requested from Council for the tyre stepping stones or Balance Beams.

Strategic Implications:

Fits within theme 1.1 of Councils Strategic Community Plan:

Provide for the replacement of existing and provision for new community assets as the need arises.

Theme 1 – To Develop and Maintain Quality Services and Infrastructure

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

Goal	Action	Measure
1.1 Develop effective assets replacement and maintenance programs	<ul style="list-style-type: none"> Develop and fund a five year program for the provision of footpaths. Develop and fund a ten year plan that will ensure the timely maintenance of Council assets. Provide for the replacement of existing and provision for new community assets as the need arises. 	<ul style="list-style-type: none"> Review, at least annually, the five-year road program for the district. Maintain and review annually an adequately funded reserve fund for the replacement of plant as necessary

Summary:

Council is being requested by the Wickepin Playgroup to agree to the installation of tyre stepping stones and balance beams at the Wickepin Playgroup building 1 Campbell Street Wickepin.

Recommendation:

That the Shire of Wickepin allows the Wickepin Playgroup to install tyre steeping stones and balance beams at the Wickepin Playgroup building 1 Campbell Street Wickepin on the grounds that they are able to be used by all users of the building and that the Wickepin Playgroup take responsibility for all the Maintenance of the structures.

Voting Requirements: Simple majority

Amendment:**Resolution No 150513-15****Moved Cr Russell / Seconded Cr Lansdell**

That the Shire of Wickepin allows the Wickepin Playgroup to install tyre steeping stones and balance beams at the Wickepin Playgroup building 1 Campbell Street Wickepin on the grounds that they are able to be used by all users of the building.

Carried 8/0

The resolution differs from the Officers Recommendation as the Council felt that the sentence that stated that the Wickepin Playgroup take responsibility for all the Maintenance of the structures should be deleted.

Governance & Community Services

10.2.11 - Dual Fire Control Officers – Shire of Pingelly

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Shire of Pingelly
File Reference:	901
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	3 May 2013

Enclosure / Attachment: Nil

Background:

Council has received a letter from the Shire of Pingelly requesting Rodney Leonard Shaddick, Neville Gordon Giles, Victor Arthur Lee and Andrew Augustin Marshall be appointed as a Dual Fire Control Officer with the Shire of Wickepin for the 2013/14 fire season.

Comment:

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

Statutory Environment: Bush Fires Act 1954.

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested by the Shire of Pingelly to appoint Rodney Leonard Shaddick, Neville Gordon Giles, Victor Arthur Lee and Andrew Augustin Marshall as Dual Fire Control Officers for the 2013/2014 fire season.

Recommendation:

That council appoints Rodney Leonard Shaddick, Neville Gordon Giles, Victor Arthur Lee and Andrew Augustin Marshall as Dual Fire Control Officers from the Shire of Pingelly for the 2013/14 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

Voting Requirements: Simple majority

Resolution No 150513-16**Moved Cr Lansdell / Seconded Cr Russell**

That council appoints Rodney Leonard Shaddick, Neville Gordon Giles, Victor Arthur Lee and Andrew Augustin Marshall as Dual Fire Control Officers from the Shire of Pingelly for the 2013/14 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

Carried 8/0

5.14pm – ESO Leah Pearson departed the chambers due to an impartiality – Wickepin Football Club Secretary.

Governance, Audit & Community Services

10.2.12 – Wickepin Football Club Sponsorship 2013 Football Season

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: Wickepin Football Club
File Reference: 217
Author: Mark J Hook, Chief Executive Officer
Disclosure of any Interest: ESO Leah Pearson Secretary to Football Club
Date of Report: 6 May 2013

Enclosure / Attachment: Letter Wickepin Football Club – Sponsorship 2013

 <p>File No: 195/13 Contact: Glenn Leeson</p> <p>15 April 2013</p> <p>Shire of Wickepin Care of Post Office WICKEPIN WA 6370</p>		<table border="1"> <tr> <td>President</td> <td>Felicity Astbury</td> <td>Home - 9888 0180</td> <td>Work - 9888 1223</td> </tr> <tr> <td>Secretary</td> <td>Leah Pearson</td> <td>Ph - 0457 290 028</td> <td>Work - 9888 1005</td> </tr> <tr> <td>Treasurer</td> <td>Glenn Leeson</td> <td>Mob - 0429 884 052</td> <td></td> </tr> </table>	President	Felicity Astbury	Home - 9888 0180	Work - 9888 1223	Secretary	Leah Pearson	Ph - 0457 290 028	Work - 9888 1005	Treasurer	Glenn Leeson	Mob - 0429 884 052			
President	Felicity Astbury	Home - 9888 0180	Work - 9888 1223													
Secretary	Leah Pearson	Ph - 0457 290 028	Work - 9888 1005													
Treasurer	Glenn Leeson	Mob - 0429 884 052														
<p>Dear Mark,</p> <p style="text-align: center;">2013 SPONSORSHIP</p> <p>Footy season is fast approaching!</p> <p>All the Wicky footy players are busy brushing the dust off the footy boots (and skills!) and digging the footy shorts out the bottom of the drawer ready for a successful 2013 season.</p> <p>The off-season has seen a few changes at the helm, with local stalwart Ty Miller taking the reigns as league coach for the upcoming season, with the vision of steering the young Warriors side to a premiership.</p> <p>In order to ensure a successful 2013 season though, the Wickepin Football Club needs YOUR help!</p> <p>We have attached a sponsorship reference sheet for your info, and should you wish to book a spot please contact Glenn Leeson on 0429 884 052.</p> <p>We will additionally be running a sponsorship recognition board behind the bar throughout the 2013 season. Should you miss out on the opportunity to sponsor a match or ball, yet are still feeling generous enough, you can sponsor any amount towards the cause (to get that warm fluffy feeling) and still get your name on a board!</p> <p>Your generosity is greatly appreciated!</p> <p>Kind Regards,</p> <p><i>Wickepin Football Club</i></p> <p>LIMITED TIME OFFER! All non match/ball sponsorships received will be forwarded the opportunity to meet and greet the players in the change-room after the game and listen in to the post match address from Coach Miller!</p>		<p>SHIRE OF WICKEPIN</p> <table border="1"> <tr> <td>DATE RECEIVED:</td> <td>15.04.2013</td> </tr> <tr> <td>ACTION:</td> <td>CEO <input checked="" type="checkbox"/></td> </tr> <tr> <td>REPLY:</td> <td>FINANCE <input type="checkbox"/></td> </tr> <tr> <td>INFO BTN</td> <td>ESO <input type="checkbox"/></td> </tr> <tr> <td>AGENDA:</td> <td>MGR WKS <input type="checkbox"/></td> </tr> <tr> <td>PRES/CRS</td> <td>EHO <input type="checkbox"/></td> </tr> <tr> <td>FILE NO:</td> <td>217 CDO <input type="checkbox"/></td> </tr> </table> <p>Wickepin Football Club PO Box 125 WICKEPIN WA 6370 ABN: 52 873 660 891 wickepinfc@live.com.au</p>	DATE RECEIVED:	15.04.2013	ACTION:	CEO <input checked="" type="checkbox"/>	REPLY:	FINANCE <input type="checkbox"/>	INFO BTN	ESO <input type="checkbox"/>	AGENDA:	MGR WKS <input type="checkbox"/>	PRES/CRS	EHO <input type="checkbox"/>	FILE NO:	217 CDO <input type="checkbox"/>
DATE RECEIVED:	15.04.2013															
ACTION:	CEO <input checked="" type="checkbox"/>															
REPLY:	FINANCE <input type="checkbox"/>															
INFO BTN	ESO <input type="checkbox"/>															
AGENDA:	MGR WKS <input type="checkbox"/>															
PRES/CRS	EHO <input type="checkbox"/>															
FILE NO:	217 CDO <input type="checkbox"/>															

WICKEPIN FOOTBALL CLUB SPONSORSHIP OPPORTUNITIES

The official bit....

Donation Value	Options	Description
\$100	Match Sponsor	Sponsor donates \$100 towards the club for the best player awards in "B" and "A" grade
\$100	Ball Sponsor	Sponsor donates \$100 towards the "A" grade match day ball (home games only)
\$100	Bronze Club Sponsorship	Annual sponsorship towards the club for the 'budget conscious' supporter. Sponsorship entitles you to watch the game from the grassed areas only, with access on the paved areas only to get beverages or pies
\$200	Silver Club Sponsorship	Annual sponsorship towards the club for the committed supporter chasing a decent tax offset. Sponsorship entitles you to complete paved area access (standing room only) so you are in the box seat to rush the bar at half time
\$300	Gold Club Sponsorship	Annual sponsorship towards the club for the serious supporter. Sponsorship entitles you to watch the game on a chair supplied by the club in shaded/sheltered areas...players will likely acknowledge you after kicking a goal

All sponsors of the club will receive a thank-you letter, personally signed by one of the committee members, with a tax invoice attached (if you're that way inclined).

Payments can be made via cash, cheque or direct deposit. Please advise Glenn Leeson on 0429 884 052 with which option you would prefer and to also book your preference.

Background:

Council has received the above attached letter from the Wickepin Football Club requesting sponsorship of the Wickepin football club for the 2013 football season.

As the above letter shows there are a number of sponsorship options available for Council to choose.

Comment:

Council has provided sponsorship to other local sporting bodies for events such as:

- Wickepin Tennis Club \$200
- Merino Fours \$500
- Wickepin Golf Club \$200

Most Country Football Clubs are struggling with the high costs of running a football club each season and sponsorship of such a local club would benefit the local community, as it still brings a large number of people into town each week with training sessions and the home game.

By supporting the Wickepin Football with Sponsorship it will help keep the football club going and any support of a local club fits within Councils current Strategic Plan.

This will be an unbudgeted item, as it appears that Council has not previously sponsored the Wickepin Football Club. Council would be able to offer support of \$200 as per the other sporting bodies due to the anticipated surplus from the recent Annual Budget Review for the year ended 30 June 2013/2012 as presented to Council at the 20 February 2013 Ordinary Council Meeting.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: \$200 unbudgeted expenditure plus annual sponsorship of \$200 per year.

Strategic Implications:

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		
Goal	Action	Measure
4.1 Support the development and maintenance of recreational facilities and organisations in the district.	<ul style="list-style-type: none"> • Provide regular maintenance and development of recreation facilities. • Provide and maintain walk trails for recreation and tourism purposes. 	<ul style="list-style-type: none"> • We have adopted a recreation maintenance and development plan to be published to the community to address this need.
4.2 Give support to the retention and expansion of educational facilities in the community.	<ul style="list-style-type: none"> • We progressively upgrade and provide community amenities and facilities that cater to the needs of all age groups. This includes recognising particular community group needs that may include adequate medical facilities for local health issues. • 	<ul style="list-style-type: none"> • We have a clear, published community educational and facilities plan that addresses the community's needs.
4.3 Community engagement	<ul style="list-style-type: none"> • Council proactively engages with all elements of its community in order to make decisions that reflect positively on the future of the Shire. 	<ul style="list-style-type: none"> • A clear, documented engagement process with set activities that are tracked and reported against on a quarterly basis.
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.

Summary:

Council is being requested by the Wickepin Football Club to sponsors the club for the 2013 football season.

Recommendation:

1. That Council sponsor the Wickepin Football Club as a Silver Club Sponsor for \$200 for the 2013 Football Season.
2. That Council Place an Annual Silver Sponsorship of \$200 to the Wickepin Football Club in the Annual Budget Estimates.

Voting Requirements: Absolute majority

Resolution No 150513-17**Moved Cr Lansdell / Seconded Cr Coxon**

1. That Council sponsor the Wickepin Football Club as a Silver Club Sponsor for \$200 for the 2013 Football Season.
2. That Council Place an Annual Silver Sponsorship of \$200 to the Wickepin Football Club in the Annual Budget Estimates.


Carried 8/0

Governance, Audit & Community Services

10.2.13 – Wickepin Football Club Sponsorship Signage

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: Wickepin Football Club
File Reference: 601 / 311
Author: Mark J Hook, Chief Executive Officer
Disclosure of any Interest: ESO Leah Pearson Secretary to Football Club
Date of Report: 3 May 2013

Enclosure / Attachment:

 <p>File No: 200/13 Contact: Leah Pearson</p> <p>19 April 2013</p> <p>Mark Hook Shire of Wickepin 77 Wogolin Road Wickepin WA 6370</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">President</td> <td style="width: 25%;">Felicity Astbury</td> <td style="width: 25%;">Home - 9888 0180</td> <td style="width: 25%;">Work - 9888 1223</td> </tr> <tr> <td>Secretary</td> <td>Leah Pearson</td> <td>Ph - 0457 290 028</td> <td>Work - 9888 1005</td> </tr> <tr> <td>Treasurer</td> <td>Glenn Leeson</td> <td>Ph - 9882 3071</td> <td></td> </tr> </table>	President	Felicity Astbury	Home - 9888 0180	Work - 9888 1223	Secretary	Leah Pearson	Ph - 0457 290 028	Work - 9888 1005	Treasurer	Glenn Leeson	Ph - 9882 3071		<p style="text-align: right;"> Wickepin Football Club PO Box 125 WICKEPIN WA 6370 ABN: 52 873 660 891 wickepinfclive.com.au </p>
President	Felicity Astbury	Home - 9888 0180	Work - 9888 1223											
Secretary	Leah Pearson	Ph - 0457 290 028	Work - 9888 1005											
Treasurer	Glenn Leeson	Ph - 9882 3071												

SHIRE OF WICKEPIN			
DATE RECEIVED:	19 04 2013		
ACTION:	CEO		✓
REPLY:	FINANCE		
INFO BTN	ESO		
AGENDA:	MGR WKS		
PRES/CRS	EHO		
FILE NO:	601	CDO	

311.

Dear Mark,

WFC BBQ

With regards to your letter dated 19 April 2013, I would like to thank yourself and Council for the permission to install a BBQ at the Wickepin Community Centre.

The new BBQ will be utilised frequently by not only the Football Club, but other Community Groups and visitors to the Community Centre.

With regards to placement of a sponsorship sign on the BBQ; The Football Club are eager to promote our sponsors of the BBQ, Michael and Victor Ranieri. We understand that this needs to be approved by Council, and so include the following details of the sponsorship;


Size: A3 (29.72 x 41.91 cm)

Writing: This BBQ is proudly supplied by
M & V Ranieri

Material: Metal painted white with black writing etc. (similar to the signs on the dug outs)

If you have any queries please contact the undersigned.

Yours Sincerely


 Leah Pearson
 Wickepin Football Club Secretary

Background:

Council has received the above attached letter from the Wickepin Football Club requesting the placement of a sponsorship sign on the approved BBQ at the Wickepin Community Centre.

The size of the sign is proposed to be the A3 Size or 29.72cm by 41.91 cm with the wording THIS BBQ IS PROUDLY SUPPLIED BY M & V RANIERI.

The sign is metal painted white with black writing.

Comment:

There are other advertising signs around the football ground and in the coaches dug outs and the proposed sign fits within the current signage at the ground.

Council should ensure that the permission for the sign, if granted, must stipulate that the sign is to be professionally made metal sign painted with a white background and black lettering and is no bigger than 30cm by 42cm

The applicant should also be advised that it is there responsibility for maintaining the advertising sign in a good state of repair.

Statutory Environment: Nil

Policy Implications:

SPONSOR ADVERTISEMENTS - SPORTING GROUNDS

Sponsor adverting is permitted on perimeter fences to playing fields, or free standing adjacent to playing fields, on land owned or managed by Council, subject to the approval of the Chief Executive Officer and the following policy guidelines;

- The Chief Executive Officer in granting approval is to seek comments from the particular Community and Sporting groups responsible for the specific playing field or fields involved.
- The applicant if to be responsible for maintaining advertising material in good state of repair to the satisfaction of the Chief Executive Officer.
- The Chief Executive Officer has the authority to delegate the granting approvals in this policy to Sporting Associations where appropriate.
- Sign size to be determined in conjunction with the Chief Executive Officer (to be of a uniform standard).

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested by the Wickepin Football Club to place a sponsorship sign on the approved BBQ at the Wickepin Community Centre. The size of the sign is proposed to be the A3 Size or 29.72cm by 41.91 cm metal painted white with black writing with the wording THIS BBQ IS PROUDLY SUPPLIED BY M & V RANIERI.

Recommendation:

That Council give permission to the Wickepin Football Club to place a sponsorship sign on the approved BBQ at the Wickepin Community Centre.

With the size of the sign to be A3 Size or 29.72cm by 41.91 cm metal painted white with black writing with the wording THIS BBQ IS PROUDLY SUPPLIED BY M & V RANIERI.

Voting Requirements: Simple majority

Resolution No 150513-18**Moved Cr Astbury / Seconded Cr Allan**

That Council give permission to the Wickepin Football Club to place a sponsorship sign on the approved BBQ at the Wickepin Community Centre.

With the size of the sign to be A3 Size or 29.72cm by 41.91 cm metal painted white with black writing with the wording THIS BBQ IS PROUDLY SUPPLIED BY M & V RANIERI.

Carried 8/0

5.17pm – ESO Leah Pearson returned to the chambers.

Governance, Audit & Community Services

10.2.14 – Wickepin Play Group – Agreement 2013 - 2034

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Wickepin Play Group
File Reference:	310 and 508
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	6 May 2013

Enclosure / Attachment:

Shire of Wickepin and Wickepin Play Group Agreement – Memorandum of Understanding Period 1 July 2013 to 30 June 2034 (Attached under separate cover)

Background:

The Wickepin Playgroup has asked Council for an agreement for the buildings situated on Wickepin Lot 1 Campbell Street, formerly the Wickepin Pre-Primary for every Wednesday during the term of the agreement.

Comment:

The Current Wickepin Playgroup Lease Agreement with the Shire of Wickepin expired back in November 2004 and a replacement lease or extension has never been undertaken by both parties.

The Chief Executive Officer has held discussions with the President of the Wickepin Playgroup Cara Borthwick to try and enter into a new lease agreement based on the term and references of the previous lease document. The President of the Wickepin Playgroup has advised the Chief Executive Officer that the Wickepin Playgroup wish to relinquish the lease on the Playgroup building, as they only want an agreement for the Wednesday of each week under an agreement not a formal lease. The agreement really is similar to a lease as it formalise the responsibilities of each party for the premises in question. The agreement still gives the following responsibilities to the Wickepin Play Group for the premises being Wickepin Lot 1 Campbell Street, formerly the Wickepin Pre-Primary.

Wickepin Playgroup

- Duly and punctually pay and discharge all, electricity, gas and other heating charges during the said term as shall be payable in respect of the demised premises or any part thereof.
- At own expense during the Term at all times to keep and maintain the Premises clean, free from rubbish, refuse and disused material of any kind and in good and sanitary condition to a standard acceptable to the Shire of Wickepin.
- Minor maintenance items – leaking taps, light bulb replacement, etc.
- Gardens and grounds maintenance.

The Shire of Wickepin already has agreements in place for the use of this building with other users such as the Narrogin Regional Childcare. The Narrogin Regional Childcare utilise the building every Monday except School Holidays at a weekly rental of \$10 per Session.

One of the issues for the Wickepin playgroup that has been explained to them is that the Shire of Wickepin cannot take any responsibility for any of their equipment at the Wickepin play Group as it is their responsibility to ensure it is put away each day, as other users will now be given the use of the building on other days than their Wednesday of each week.

Statutory Environment: Land Development Act
Real Estate and Business Agents Act 1978

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested to enter into agreement with the Wickepin Playgroup for one day a week (Wednesday).

Recommendation:

That the Chief Executive Officer offers the following agreement to the Wickepin Play Group:

SHIRE OF WICKEPIN AND WICKEPIN PLAY GROUP
AGREEMENT – MEMORANDUM OF UNDERSTANDING
PERIOD 1 JULY 2013 TO 30 JUNE 2024

Between

The Shire of Wickepin, of 77 Wogolin Road, Wickepin,

And

Wickepin Playgroup

Whereby it is agreed as follows:

That the Shire of Wickepin and the Wickepin Playgroup agree to the following terms and conditions as stated herein for the period commencing 1 July 2013 to 30 June 2024.

PREMISES – ALL THOSE BUILDINGS SITUATED ON WICKEPIN LOT 1 CAMPBELL STREET, FORMERLY THE WICKEPIN PRE-PRIMARY

The Shire of Wickepin agrees to provide the use of the buildings situated on Wickepin Lot 1 Campbell Street, formerly the Wickepin Pre-Primary every Wednesday.

DEFINITIONS

In this Deed, unless the contrary intention appears, the following words have the following meanings:

‘Commencement Date’ means the Commencement Date specified in the Schedule;

‘Expiration Date’ means the Expiration Date specified in the Schedule;

‘Land’ means the Land referred to in the Schedule;

‘Permitted Use’ means the permitted use specified in the Schedule;

‘Premises’ means the building and surrounds to the boundary of that part of the Land described in the Schedule and all improvements, fixtures and fittings in the buildings;

‘Rent’ means the rent specified in the Schedule and the rent payable under this Lease from time to time;

‘Term’ means the term of this Lease specified in the Schedule commencing on the Commencement Date and terminating on the Expiration Date;

‘The Shire’ means the Shire of Wickepin;

‘This Agreement’ means this Agreement and any variations to it agreed between the parties.

GENERAL OPERATIONAL SUPPORT**Operational Subsidy**

The Shire of Wickepin agrees to provide no operational subsidy to the Wickepin Play Group.

ANNUAL RENTAL

One Dollar (\$1) on Demand as laid out in the schedule

Payment of Rental

Rental is to be paid annually in advance commencing on the 1st day of July 2012 and thereafter on the 1st day of July in each and every year during the term.

RESPONSIBILITIES**Shire of Wickepin**

- Duly and punctually pay and discharge all pest control costs.
- Duly and punctually pay and discharge all costs associated with insuring the demised premises (in particular industrial risk, public liability and contents)
- Major maintenance, egg periodical painting of building, replacement of fittings and fixtures), replacement of plumbing, etc.

Wickepin Playgroup

- Duly and punctually pay and discharge all, electricity, gas and other heating charges during the said term as shall be payable in respect of the demised premises or any part thereof.
- At own expense during the Term at all times to keep and maintain the Premises clean, free from rubbish, refuse and disused material of any kind and in good and sanitary condition to a standard acceptable to the Shire of Wickepin.
- Minor maintenance items – leaking taps, light bulb replacement, etc.
- Gardens and grounds maintenance.

COMPLIANCE WITH STATUTES AND LICENCES

At its own expense to comply with, carry out and perform the requirements of the Local Government Act(1995), the Health Act and all other Acts, town planning schemes, local laws or regulations or of any requisitions or orders under them applicable to the Premises or the use or occupation of the Premises.

To take out and keep current any licences required in connection with any activities engaged in at the Premises.

PROHIBITED USE

Not to use the Premises for any illegal or immoral purpose, or for any business or commercial use.

THE SCHEDULE**Item 1 the Lessee**

Wickepin Play Group

Item 2 Land

All of the buildings situated on Wickepin Lot 1 Campbell Street, formerly the Wickepin Pre-Primary every Wednesday

Item 3 Terms

Commencement Date 1st July 2013

Expiration Date 1 July 2034

Item 4 Rent

One Dollar (\$1) on Demand

Rental is to be paid annually in advance commencing on the 1st day of July 2013 and thereafter on the 1st day of July in each and every year during the term.

Item 5 Permitted Use

Play Group

EXECUTED BY THE PARTIES

Chief Executive Officer

.....
Mark J Hook
Chief Executive Officer
Shire of Wickepin

DATE _____

Signed on behalf of the Wickepin Play Group

.....
President
Wickepin Play Group

DATE _____

SIGNED in the presence of:

..... Witness

..... Name of Witness

DATE _____

Voting Requirements: Simple majority

Amendment:**Resolution No 150513-19****Moved Cr Hinkley / Seconded Cr Russell**

That the Chief Executive Officer offers the following agreement to the Wickepin Play Group with a standard default clause included:

SHIRE OF WICKEPIN AND WICKEPIN PLAY GROUP
AGREEMENT – MEMORANDUM OF UNDERSTANDING
PERIOD 1 JULY 2013 TO 30 JUNE 2024

Between

The Shire of Wickepin, of 77 Wogolin Road, Wickepin,

And

Wickepin Playgroup

Whereby it is agreed as follows:

That the Shire of Wickepin and the Wickepin Playgroup agree to the following terms and conditions as stated herein for the period commencing 1 July 2013 to 30 June 2034.

PREMISES – ALL THOSE BUILDINGS SITUATED ON WICKEPIN LOT 1 CAMPBELL STREET, FORMERLY THE WICKEPIN PRE-PRIMARY

The Shire of Wickepin agrees to provide the use of the buildings situated on Wickepin Lot 1 Campbell Street, formerly the Wickepin Pre-Primary every Wednesday.

DEFINITIONS

In this Deed, unless the contrary intention appears, the following words have the following meanings:

‘Commencement Date’ means the Commencement Date specified in the Schedule;

‘Expiration Date’ means the Expiration Date specified in the Schedule;

‘Land’ means the Land referred to in the Schedule;

‘Permitted Use’ means the permitted use specified in the Schedule;

‘Premises’ means the building and surrounds to the boundary of that part of the Land described in the Schedule and all improvements, fixtures and fittings in the buildings;

‘Rent’ means the rent specified in the Schedule and the rent payable under this Lease from time to time;

‘Term’ means the term of this Lease specified in the Schedule commencing on the Commencement Date and terminating on the Expiration Date;

‘The Shire’ means the Shire of Wickepin;

‘This Agreement’ means this Agreement and any variations to it agreed between the parties.

GENERAL OPERATIONAL SUPPORT

Operational Subsidy

The Shire of Wickepin agrees to provide no operational subsidy to the Wickepin Play Group.

ANNUAL RENTAL

One Dollar (\$1) on Demand as laid out in the schedule

Payment of Rental

Rental is to be paid annually in advance commencing on the 1st day of July 2012 and thereafter on the 1st day of July in each and every year during the term.

RESPONSIBILITIES

Shire of Wickepin

- Duly and punctually pay and discharge all pest control costs.
- Duly and punctually pay and discharge all costs associated with insuring the demised premises (in particular industrial risk, public liability and contents)
- Major maintenance, e.g. periodical painting of building, replacement of fittings and fixtures), replacement of plumbing, etc.

Wickepin Playgroup

- Duly and punctually pay and discharge all, electricity, gas and other heating charges during the said term as shall be payable in respect of the demised premises or any part thereof.
- At own expense during the Term at all times to keep and maintain the Premises clean, free from rubbish, refuse and disused material of any kind and in good and sanitary condition to a standard acceptable to the Shire of Wickepin.
- Minor maintenance items – leaking taps, light bulb replacement, etc.
- Gardens and grounds maintenance.
- Report all maintenance items on a regular basis.

COMPLIANCE WITH STATUTES AND LICENCES

The Wickepin Playgroup, at its own expense to comply with, carry out and perform the requirements of the Local Government Act(1995), the Health Act and all other Acts, town planning schemes, local laws or regulations or of any requisitions or orders under them applicable to the Premises or the use or occupation of the Premises.

The Wickepin Playgroup to take out and keep current any licences required in connection with any activities engaged in at the Premises.

PROHIBITED USE

Not to use the Premises for any illegal or immoral purpose, or for any business or commercial use.

THE SCHEDULE**Item 1 the Lessee**

Wickepin Play Group

Item 2 Land

All of the buildings situated on Wickepin Lot 1 Campbell Street, formerly the Wickepin Pre-Primary every Wednesday

Item 3 Terms

Commencement Date 1st July 2013

Expiration Date 1 July 2034

Item 4 Rent

One Dollar (\$1) on Demand

Rental is to be paid annually in advance commencing on the 1st day of July 2013 and thereafter on the 1st day of July in each and every year during the term.

Item 5 Permitted Use

Play Group

EXECUTED BY THE PARTIES

Chief Executive Officer

.....
Mark J Hook
Chief Executive Officer
Shire of Wickepin

DATE _____

Signed on behalf of the Wickepin Play Group

.....
President
Wickepin Play Group

DATE _____

SIGNED in the presence of:

..... Witness

..... Name of Witness

DATE _____

Carried 8/0

The resolution differs from the Officers Recommendation as the Council felt that a standard default clause should be included within the agreement, and that the Wickepin Play Group report all maintenance items on a regular basis should be stated within the agreement.

Governance, Audit & Community Services

10.2.15 – Wickepin Mothers Group – Agreement 2013 – 2018

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Wickepin Mothers Group
File Reference:	310 and 508
Author:	Mark J Hook Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	6 May 2013

Enclosure / Attachment:

The Shire of Wickepin and Wickepin Mothers Group Agreement – Memorandum of Understanding Period 1 July 2013 to 30 June 2018 (Attached under separate cover)

Background:

The Wickepin Mothers Group who are an unincorporated body are asking Council for an agreement to use the buildings known as the Wickepin Playgroup Building situated on Wickepin Lot 1 Campbell Street, formerly the Wickepin Pre-Primary for every Thursday during the term of the agreement.

Comment:

The Shire of Wickepin already holds agreements in place for the use of this building with other users such as the Wickepin Play Group and the Narrogin Regional Childcare. The Narrogin Regional Childcare utilise the building every Monday except School Holidays at a weekly rental of \$10 per Session and are billed by Council every three Months and the Wickepin Playgroup use the building every Wednesday at a peppercorn rental.

The Wickepin Mothers Group has been utilising the building every Thursday on a week by week rental basis for the past four Months. They would like to enter into a more formal agreement to ensure the continuity use of the building.

The Wickepin Mothers Group holds no public liability insurance to cover the building as they are not an incorporated body. This was not required when on a week by week basis as it would be the same as hiring the hall. Council insurers would normally ask councils to have the regular users take out their own public liability insurance but with a group such as the Wickepin Mothers Group it would be hard to get insured being an unincorporated body. Council holds its own Public Liability Insurance cover for the building but this would not be extended to the Wickepin Mothers Group but should be enough to cover Council for any situation that may arise under the use of the building.

Statutory Environment: Land Development Act
Real Estate and Business Agents Act 1978

Policy Implications: Nil

Financial Implications: Additional rent of \$600 for the hire of the premises

Strategic Implications: Nil

Summary:

Council is being requested to enter into an agreement with the Wickepin Mothers Group for one day a week (Thursday).

Recommendation:

That the Chief Executive Officer offers the following agreement to the Wickepin Mothers Group:

SHIRE OF WICKEPIN AND WICKEPIN MOTHERS GROUP**AGREEMENT – MEMORANDUM OF UNDERSTANDING****PERIOD 1 July 2018 TO 30 JUNE 2018****Between**

The Shire of Wickepin, of 77 Wogolin Road, Wickepin,

And

Wickepin Mothers Group

Whereby it is agreed as follows:

That the Shire of Wickepin and the Wickepin Mothers Group agree to the following terms and conditions as stated herein for the period commencing 1 July 2013 to 30 June 2018.

PREMISES – ALL THOSE BUILDINGS SITUATED ON WICKEPIN LOT 1 CAMPBELL STREET, FORMERLY THE WICKEPIN PRE-PRIMARY

The Shire of Wickepin agrees to provide the use of the buildings situated on Wickepin Lot 1 Campbell Street, formerly the Wickepin Pre-Primary every Tuesday between the hours of 10.00 am and 1.00pm.

DEFINITIONS

In this Agreement, unless the contrary intention appears, the following words have the following meanings:

‘Commencement Date’ means the Commencement Date specified in the Schedule;

‘Expiration Date’ means the Expiration Date specified in the Schedule;

‘Land’ means the Land referred to in the Schedule;

‘Permitted Use’ means the permitted use specified in the Schedule;

‘Premises’ means the building and surrounds to the boundary of that part of the Land described in the Schedule and all improvements, fixtures and fittings in the buildings;

‘Rent’ means the rent specified in the Schedule and the rent payable under this Lease from time to time;

‘Term’ means the term of this Lease specified in the Schedule commencing on the Commencement Date and terminating on the Expiration Date;

‘The Shire’ means the Shire of Wickepin;

‘This Agreement’ means this Agreement and any variations to it agreed between the parties.

GENERAL OPERATIONAL SUPPORT**Operational Subsidy**

The Shire of Wickepin and the Wickepin Mothers Group agrees that the Shire of Wickepin will not provide any operational subsidy to the Wickepin Mothers Group.

ANNUAL RENTAL – SIX HUNDRED DOLLARS (\$600)**Payment of Rental**

Rental is to be paid annually in advance commencing on the 1st day of July 2013 and thereafter on the 1st day of July in each and every year during the term.

RESPONSIBILITIES**Shire of Wickepin**

- Duly and punctually pay and discharge all pest control costs.
- Duly and punctually pay and discharge all costs associated with insuring the demised premises (in particular industrial risk, public liability and contents)
- Major maintenance, eg periodical painting of building, replacement of fittings and fixtures), replacement of plumbing, etc

Wickepin Mothers Group

- At own expense during the Term at all times to keep and maintain the Premises clean, free from rubbish, refuse and disused material of any kind and in good and sanitary condition to a standard acceptable to the Shire of Wickepin.

PROHIBITED USE

Not to use the Premises for any illegal or immoral purpose, or for any business or commercial use.

7. THE SCHEDULE**Item 1 The Lessee****Wickepin Play Group****Item 2 Land**

All of the buildings situated on Wickepin Lot 1 Campbell Street, formerly the Wickepin Pre-Primary every Wednesday

Item 3 Terms

Commencement Date 1st July 2013

Expiration Date 30th June 2018

Item 4 Rent

SIX HUNDRED DOLLARS (\$600)

Payment of Rental

Rental is to be paid annually in advance commencing on the 1st day of July 2013 and thereafter on the 1st day of July in each and every year during the term.

Item 5 Permitted Use

Play Group for Special Needs Children

EXECUTED BY THE PARTIES**Chief Executive Officer**

.....
Mark J Hook
Chief Executive Officer
Shire of Wickepin

DATE _____

Signed on behalf of the Wickepin Mothers Group

.....
Print Name _____
Representative
Wickepin Mothers Group

DATE _____

SIGNED in the presence of:

..... Witness

..... Name of Witness

DATE _____

Voting Requirements: Simple majority

Resolution No 150513-20**Moved Cr Hinkley / Seconded Cr Allan**

That the Chief Executive Officer offers the following agreement to the Wickepin Mothers Group with a standard default clause included:

SHIRE OF WICKEPIN AND WICKEPIN MOTHERS GROUP**AGREEMENT – MEMORANDUM OF UNDERSTANDING****PERIOD 1 July 2013 TO 30 JUNE 2018****Between**

The Shire of Wickepin, of 77 Wogolin Road, Wickepin,

And

Wickepin Mothers Group

Whereby it is agreed as follows:

That the Shire of Wickepin and the Wickepin Mothers Group agree to the following terms and conditions as stated herein for the period commencing 1 July 2013 to 30 June 2018.

PREMISES – ALL THOSE BUILDINGS SITUATED ON WICKEPIN LOT 1 CAMPBELL STREET, FORMERLY THE WICKEPIN PRE-PRIMARY

The Shire of Wickepin agrees to provide the use of the buildings situated on Wickepin Lot 1 Campbell Street, formerly the Wickepin Pre-Primary every Tuesday.

DEFINITIONS

In this Agreement, unless the contrary intention appears, the following words have the following meanings:

‘Commencement Date’ means the Commencement Date specified in the Schedule;

‘Expiration Date’ means the Expiration Date specified in the Schedule;

‘Land’ means the Land referred to in the Schedule;

‘Permitted Use’ means the permitted use specified in the Schedule;

‘Premises’ means the building and surrounds to the boundary of that part of the Land described in the Schedule and all improvements, fixtures and fittings in the buildings;

‘Rent’ means the rent specified in the Schedule and the rent payable under this Lease from time to time;

‘Term’ means the term of this Lease specified in the Schedule commencing on the Commencement Date and terminating on the Expiration Date;

‘The Shire’ means the Shire of Wickepin;

‘This Agreement’ means this Agreement and any variations to it agreed between the parties.

GENERAL OPERATIONAL SUPPORT

Operational Subsidy

The Shire of Wickepin and the Wickepin Mothers Group agrees that the Shire of Wickepin will not provide any operational subsidy to the Wickepin Mothers Group.

ANNUAL RENTAL – FOUR HUNDRED DOLLARS (\$400)

Payment of Rental

Rental is to be paid annually in advance commencing on the 1st day of July 2013 and thereafter on the 1st day of July in each and every year during the term.

RESPONSIBILITIES

Shire of Wickepin

- Duly and punctually pay and discharge all pest control costs.
- Duly and punctually pay and discharge all costs associated with insuring the demised premises (in particular industrial risk, public liability and contents)
- Major maintenance, e.g. periodical painting of building, replacement of fittings and fixtures), replacement of plumbing, etc

Wickepin Mothers Group

- At own expense during the Term at all times to keep and maintain the Premises clean, free from rubbish, refuse and disused material of any kind and in good and sanitary condition to a standard acceptable to the Shire of Wickepin.
- Report all maintenance items on a regular basis.

PROHIBITED USE

Not to use the Premises for any illegal or immoral purpose, or for any business or commercial use.

7. THE SCHEDULE**Item 1 The Lessee**

Wickepin Mothers Group

Item 2 Land

All of the buildings situated on Wickepin Lot 1 Campbell Street, formerly the Wickepin Pre-Primary every Tuesday.

Item 3 Terms

Commencement Date 1st July 2013

Expiration Date 30th June 2018

Item 4 Rent

FOUR HUNDRED DOLLARS (\$400)

Payment of Rental

Rental is to be paid annually in advance commencing on the 1st day of July 2013 and thereafter on the 1st day of July in each and every year during the term.

Item 5 Permitted Use

Play Group for Special Needs Children

EXECUTED BY THE PARTIES**Chief Executive Officer**

.....
Mark J Hook
Chief Executive Officer
Shire of Wickepin

DATE _____

Signed on behalf of the Wickepin Mothers Group

.....
Print Name _____
Representative
Wickepin Mothers Group

DATE _____

SIGNED in the presence of:

..... Witness

..... Name of Witness

DATE _____

Carried 8/0

The resolution differs from the Officers Recommendation as the Council felt that a standard default clause should be included within the agreement, and that the Wickepin Mothers group report all maintenance items on a regular basis should be stated within the agreement.

Governance, Audit & Community Services

10.2.16 – Wickepin Townscape Committee – Entry Statement

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: Wickepin Play Group
File Reference: 206
Author: Mark J Hook, Chief Executive Officer
Disclosure of any Interest: Nil
Date of Report: 9 May 2013

Enclosure / Attachment: Letter from Helen Warriolw

Background:

At the Townscape Committee Meeting on 8 May 2013, a request was put forward for the placement of life-size wrought iron cut-outs; one Ram, one Ewe and three cut out sheep, to be installed at the entry statement at the Eastern end of Town surrounded by Wogolin Road and the Old Cemetery and Curlew Way by the old windmill.

REFER MAY AGENDA

Wickepin Shire Council,
Wogolin Rd,
WICKEPIN.

File of

SHIRE OF WICKEPIN	
DATE RECEIVED:	09.05.2013
ACTION:	CEO
REPLY:	FINANCE
INFO BTN	ESO
AGENDA:	MGR WKS
PRESICKS	EHO
FILE NO:	206 CDO

Re: MEETING OF TOWNSCAPE COMMITTEE 8 MAY 2013

At the above meeting it was agreed by all in attendance that we would like to install on the piece of ground at the Eastern entrance to our town, surrounded by Wogolin, Old Cemetery and Curlew Way, the items listed below to add to the windmill, imitation soak and old machinery already in place:-

Life size metal cut outs of 1 ram,
1 ewe
3 lambs

They are at present spray painted a soft grey and it is intended to add facial features etc.

The "Mens Shed" have done a wonderful job of constructing the above, being double sided and attached to metal stands that will be set in concrete.

It was felt that the erection of these would add interest to this area, to those entering our town.

Trusting the above will be met with approval.

Yours sincerely
H. E. Warriolw
H E WARRILOW
Behalf of Townscape Committee

Comment:

The Townscape Committee agreed that this would be good when they were finished, but unfortunately no recommendation to Council was made.

The Chief executive officer has received the request to install the cut out sheep at the entry statement next to the windmill etc.

The cut out sheep are painted a soft grey, look excellent and would add to the entry statement.

The cut out sheep were done by the Wickpin Men's Club and are very good and would not look out of place at the entry statement.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested to approve of the placement of one Ram, one Ewe and three cut out sheep from wrought Iron sheeting at the Eastern Entry.

Recommendation:

That Council approve of the placement of one Ram, one Ewe and three cut out sheep from wrought Iron sheeting at the Eastern Entry.

Voting Requirements: Simple majority

Amendment:**Resolution No 150513-21****Moved Cr Astbury / Seconded Cr Lansdell**

That Council approve of the placement of one Ram, one Ewe and three cut out sheep from corrugated Iron sheeting at the Eastern Entry.

Carried 8/0

The resolution differs from the Officers Recommendation as the type of iron being used is corrugated iron and not wrought iron.

Governance, Audit and Community Service

10.2.17 – Governance, Audit and Community Services Committee Meeting

Recommendations

Submission To:	Governance, Audit & Community Services Committee
Location / Address:	Whole Shire
Name of Applicant:	Governance, Audit & Community Services Committee
File Reference:	
Author:	Leah Pearson, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	1 May 2013

Enclosure / Attachment: Shire of Wickepin Policy Manual.

Background:

Governance, Audit and Community Services Committee Meeting held 1 May 2013.

Comment:

The Governance, Audit and Community Services Committee Meeting was held on Wednesday 1 May 2013 and passed the following Recommendation:

Moved Cr Allan / Seconded Cr Russell

That Council adopt the updated and rewritten Policy Manual as included at Attachment 9.1 with the following changes (changes are in red);

- Two (2) delegates, two (2) observers, the CEO **and partners** in attendance at Local Government Week.
- Where the member requests, facsimile machine **or similar**
- ~~Refer Delegation Authority – Members of Council – 1.1 General "Media Authorisation" to Chief Executive Officer~~
- That Council provide a small tree, **native to the area**, to all those people participating in receiving a Citizenship Award to recognise the importance of this occasion to new Australians.
- (Annual Volunteers Appreciation Reception) Other invitees shall include all current Elected Members, Freeman of the Shire of Wickepin, the Chief Executive Officer, Executives, other staff **and all relevant partners** of the Shire of Wickepin at the discretion of the Shire President.
- (Australia Day Breakfast) Other invitees shall include all current Elected Members, Freeman of the Shire of Wickepin, the Chief Executive Officer, Executives, other staff **and all relevant partners** of the Shire of Wickepin at the discretion of the Shire President.
- (Official Openings of Council Facilities) The invitation list shall be at their discretion but is to include all current Elected Members and Freeman of the Shire of Wickepin **and all relevant partners**.
- Invitees may include all current Elected Members ~~and Partners~~, the Chief Executive Officer, Freeman of the Shire of Wickepin, Executive Staff, Presidents of the main Community Associations, other Staff, Residents and Ratepayers at the discretion of the Shire President **and all relevant partners**.
- ~~2.2.14 Equal Employment Opportunity – See Shire of Wickepin – Equal Employment Management Plan.~~
- **Add in a copy of the Community Grants Application Form**

- (Goods and Services – max \$1,000) 5% to all suppliers located within the ~~Mid-West Dryandra~~ Regional Council and other Shires sharing a common boundary with the Shire of Wickpin.
- (Goods and Services – max \$1,000-\$10,000) 3.75% to all suppliers located within the ~~Mid-West Dryandra~~ Regional Council other Shires sharing a common boundary with the Shire of Wickpin.
- (Goods and Services – max \$10,000-\$50,000) - 2.5% to all suppliers located within the ~~Mid-West Dryandra~~ Regional Council and other Shires sharing a common boundary with the Shire of Wickpin.
- All organisations who are associated with the shire e.g. Watershed News, ~~Landcare Conversation District Committees~~ **Local Bush Fire Brigades**, Tourism Committee etc are not to be charged for administrative services by council officers during council office hours.
- At all times, Brigade members engaged in training, fire suppression, hazard reduction or any authorised activity must ~~be~~ **act** in accordance with the Brigades constitution/objections and Local Authority Policy.
- Council shall request Fire Control Officers, **in company with the Shire Ranger**, to inspect fire breaks and report any problems to the administration.
- Restricted Burning – 1 October ~~2012~~ to 13 November ~~2012~~
Prohibited Burning – 14 November ~~2012~~ to 7 February ~~2013~~
Restricted Burning – 8 February ~~2013~~ to 28 April ~~2013~~.
- The Chief Executive Officer ~~or the Bush Fire Administrator~~ be authorised to approve or reject applications from landowners for reasonable extensions or time in which firebreaks are to be provided and to approve or reject requests for approval to provide firebreaks in alternative positions.
- Ring ~~FESA DFES~~.
Notify ~~FESA DFES~~ in Narrogin.
- **7 Rintel Street is allocated to the Manager of Works.**
- A bond of \$100.00 must be deposited at the Shire prior to the bus departing **for local groups.**
A bond of \$300.00 must be deposited at the Shire prior to the bus departing for groups outside the Shire.

Carried 4/0

Since the Governance Committee and in discussion with Councillor Hinkley there have been a few other major changes that may be required. Therefore, it is the officer's belief that this matter should be returned to the next Governance Committee Meeting for further discussion.

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

Recommendation:

That this matter be referred back to the next Governance Committee Meeting for further amendments.

Voting Requirements: Simple majority

Resolution No 150513-22**Moved Cr Russell / Seconded Cr Allan**

That the Policy Manual be referred back to the next Governance Committee Meeting for further amendments.

Carried 8/0

The resolution differs from the Officers Recommendation as the Council felt that it should be specified that the Policy Manual be referred back to the next Governance Committee Meeting for further amendments.

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:	8 May 2013

Enclosure / Attachment: Nil.**Background:** Lifestyle Retirement Committee Meeting held Wednesday 8 May 2013.**Comment:**

The Lifestyle Retirement Committee Meeting was held on Wednesday 8 May 2013 and passed the following Recommendation:

Moved Colin Hemley / Seconded Cr Coxon

That a letter of appreciation be sent to Julie Christenson for her presentation and for attending the Lifestyle Retirement Committee meeting.

Carried 8/0**Statutory Environment:** Nil.**Policy Implications:** Not applicable.**Financial Implications:** Nil.**Strategic Implications:** Not applicable.**Recommendation:**

That a letter of appreciation be sent to Julie Christenson for her presentation and for attending the Lifestyle Retirement Committee meeting.

Voting Requirements: Simple majority**Resolution No 150513-23****Moved Cr Coxon / Seconded Cr Allan**

That a letter of appreciation be sent to Julie Christenson for her presentation and for attending the Lifestyle Retirement Committee meeting.

Carried 8/0

11. President's Report

The President advised Council of a meeting he attended; the Dryandra Voluntary Regional Organisations of Council (VROC) ON Wednesday 1 May 2013.

Council

12. – Chief Executive Officer's Report

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

24 Hour Fuel Facility

The 24 hour fuel facility is starting to progress well. Gilbarco staff members are on site and finalising all the electrical and fuel lines. The fire equipment is installed and the fence around the tank is being installed in the next couple of weeks. Telstra are still to install all the necessary phone lines for internet connection etc. The Telstra issue is being managed by Great Southern Fuels.

CAC Building

The roof has been replaced and the ceilings have been installed and the lights have been rewired and the walls have been cleaned and the Facey group are able to move back into the building.

Wickepin Town Hall

The electrician commenced the rewiring of the Wickepin Town Hall but was not finished by Anzac day as reported in the April CEO report to Council. It has been an endeavour to get the electrician back to finish the job but he has advised the CEO that he will be bank on the job Thursday 9th May to complete the hall and the oval wiring.

The CEO has appointed a painter to paint the inside of the hall at a cost of \$32,340 GST Inclusive, once this completed it will finalise the 11/12 Royalties for Regions Projects.

Geographical Names Committee

The Geographical names committee have advised Council as per the attached order that it agrees with the lengthening of Orchard Road as per the following order:

DUPLICATE**M264895 XE**

07 May 2013 14:47:40 Midland

107

33684-2010

CHAIRMAN
GEOGRAPHIC NAMES COMMITTEE

The Shire of Wickpin has identified several road naming matters and is working with Geographic Names to resolve them with a view to ensuring both datasets are aligned.

In this instance it is proposed to extend the name Orchard Road in the locality of Wogolin.

The name is to be extended (applied) to the un-named road south from and adjacent to the southern boundary of Lot 11127 (Plan 84559) to terminate adjacent to the most southern boundary of Lot 8350 (Plan 131058).

The shire has requested the extension; please refer to pages 103-105.

Accordingly, your approval is requested for the following:

Extend road name – Wogolin

Name the un-named road by extending the name **ORCHARD ROAD** to the road shown on the plan at page 107, by Ministerial Order.

Prompt No GN068512

Jan. E. Soudale
for
Secretary
GEOGRAPHIC NAMES COMMITTEE
JEL 07/05/2013. Job No 685 (2012)

APPROVED
By Order of
The Minister for Lands

[Signature]
6 MAY 2013

Meetings Attended

April 2013	Issues
Friday 19	Central Country Zone meeting in Kulin
Monday 22	Anne Battley Water additive for Road Spraying
Tuesday 23rd	Roman Training Module: RAMM 101
Wednesday 24	Dryandra Country Visitor Centre
Thursday 25	Attended Anzac Day
Tuesday 30	Roman Training Asset Management
May 2013	
Wednesday 1	Dryandra VROC - Meeting with CEO's and Presidents to finalise next 13/14 14/15 Regional Projects
Wednesday 8	Townscape and Cultural Planning Committee Meeting
Monday 13	WDC - Sub Regional Economic Planning with the Wheatbelt Development Commission

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	New Building – Dwelling. Eighty Six Gate Road Wickepin WA 6370. Re-roof and structural work to roof frame. 40 Wogolin Road Wickepin WA 6370.	April 2013 April 2013	Christopher Turner Shire of Wickepin
A6	Appointment and Termination of Staff	CEO	Graeme Wilson	April 2013	Graeme Wilson and Shire of Wickepin
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	<i>Wickepin Shire Emergency Services Recognition Dinner</i>	18 May 2013	Elizabeth Heffernan
A13	Hire of Community Halls / Community Centre	CEO	Narrogin Healthy Lifestyles Project Kerry Black's 60 th Birthday	13 May 2013 (weekly until 1 July 2013) 19 May 2013	Alex Ferns Frances Martin

Recommendations:

That Council endorses the Chief Executive Officers Report dated 8 May 2013.

Voting Requirements:

Simple majority

Resolution No 150513-24**Moved Cr Astbury / Seconded Cr Russell**

That Council endorses the Chief Executive Officers Report dated 8 May 2013.

Carried 8/0

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

15. Urgent Business

Urgent Business

15.1 - Community Agricultural Building - Wogolin Road, Wickepin

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	571
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	14 May 2013

Enclosure / Attachment: Nil

Background:

Council has received a request from Cr Gerri Hinkley to discuss the completion of the works at the Wickepin Community Agriculture Centre Building.

Comment:

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

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

5.5 Urgent Business

5.5.1 *A Councillor may move a motion or ask a question involving urgent business that is not included in the notice paper for that meeting provided that the Presiding Member agrees to the business being raised and the Presiding Member considers that either;*

- (a) the urgency of the business is such that the business cannot wait inclusion in the notice paper for the next meeting of the Council or committee; or*
- (b) the delay in referring the business to the next meeting of the Council or committee could have adverse legal or financial implications for the council;*

5.5.2 *Any councillor may move without notice a procedural motion of dissent in respect of the Presiding Members ruling that the business is not worthy of inclusion as urgent business. If the motion of dissent is agreed to at the meeting by the majority of councillors present, the business must then be included as a matter of urgent business.*

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested to receive a late item on the completion of works at the Wickepin Community Agricultural Centre Building.

Recommendation:

That the presiding Members accept the late Agenda Item for the completion of the internal fit out works at the Wickepin Community Agricultural Centre Building.

Voting Requirements: Absolute majority

Resolution No 150513-25

Moved Cr Allan / Seconded Cr Lansdell

That the presiding Members accept the late Agenda Item for the completion of the internal fit out works at the Wickepin Community Agricultural Centre Building.

Carried 8/0

Urgent Business

15.2 – Community Agricultural Building - Wogolin Road Wickepin – Completions of Works

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Alan & Shirley Hemley
File Reference:	1713
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	14 May 2013

Enclosure / Attachment: Nil

Background:

The CEO has held discussions with representatives of the Facey Group and Cr Gerri Hinkley regarding the incomplete status of the works at the Community Agricultural Centre Building.

Comment:

The total budget for the Community Agricultural Centre Building was \$74,399 and the total works so far is \$71,428.87 leaving a balance of \$2,970.

The works required to finish the inside of the Community Agricultural Centre Building are:

1. Install carpet tiles and planks to whole building \$12,650 GST Inclusive Quote 16/08/2011
2. Paint all previously painted surfaces including new ceiling to the interior of the Community Agricultural Centre Building \$13,900 GST Inclusive Quote 22/04/2013

As the amount required from the two quotes were going to make the costs go over the budgeted figure of \$74,399 by \$26,550, the Chief Executive Officer's thoughts were to have the Facey Group move back into the building and undertake the works to complete the inside fit-out in next year's budget which is only three Months away. The building does look a bit drab with the old and badly stained, worn-out carpet and a bare painted ceiling but is not in any poorer condition than when the Facey Group employees moved out, to have the entire roof and the ceiling in the front office section replaced.

The balance of \$2,970 plus an additional \$7,000 should complete the front offices, but the Chief Executive Officer is awaiting quotes for the carpeting of the front office section and the painting of the front offices. The Painter possibly won't be able to undertake the painting this financial year, but this could be discussed with the painter who has been given the job at the Town Hall and will be commencing that job in the next couple of weeks.

The Chief Executive Officer is still anticipating a reasonable Budget Surplus and the additional \$7,000 should not put Council into a budget deficit.

The following table of works has been completed at the Community Agricultural Centre Building:

TABLE OF WORKS COMMUNITY AGRICULTURAL CENTRE BUILDING

				Budget 2012/2013			Actuals 2012/2013		Amended Budget 2012/2013	
	CAPITAL EXPENDITURE									
	Community Agricultural Centre									
	Contracts/Contractors	Carpets Lino	21	11,500					Carpets Lino	-
		Repair Replace front door CLGF		4,769		Ikes home improvement & glass new doors to Facey building	4771.60		Repair Replace front door CLGF	4,772
		Painting inside out								-
		Repair Replace front door CLGF		14,480		Ranieri M & V bathroom renovation to Facey building bathroom renovations to Facey building bathroom	14,480.00		Repair Replace front door CLGF	14,480
		Replace front step		700					Replace front step	-
		Upgrade outside toilets		1,000					Upgrade outside toilets	-
		Drainage		1,200					Drainage	-
		Electrician		750		Great southern electrical services install new lights	900.00		Electrician	900

		Replace roof and roof struts and beams		40,000	The Dan Turner Family Trust Drafting & Engineering To Old Bank Building Inspection	400.00		Replace roof and roof struts and beams replace ceiling front office area	54,247
					John Seeber Draw Up Plans For Old Bank Building Plans	999.00			
					Midland Timber Roof	2,172.19			
					Tie down Rods	580.95			
					Scaffolding	12,500.00			
					Building Certificate	255.00			
					Midland Roof Timbers	237.56			
					Building Plans Drafting	275.00			
					DC & LB Curtis	30,360.00			
					Building Licence Fee	35.00			
					BCITF	71.75			
					Shire Workers	970.82			
					DC & LB Curtis Install Ceiling	2420.00			
					Balance of Budget	- 5,390.13			
	Total			\$74,399		\$71,428.87			\$74,399

Statutory Environment: *Local Government Act 1995*
Local Government (Financial Management) Regulations 1996

Policy Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested to approve an over budgeted expenditure of \$7,000 on the Community Agricultural Centre Building to partially complete the fit out of the internal sections of the Community Agricultural Centre Building.

Recommendation:

That the CEO be given delegated authority to go up to an amount of \$7,000 as over budgeted expenditure to complete the carpeting and painting of the front offices of the Wickepin Community Agricultural Centre Building Wogolin Street, Wickepin.

Voting Requirements: Absolute majority

Resolution No 150513-26

Moved Cr Lansdell / Seconded Cr Russell

That the CEO be given delegated authority to go up to an amount of \$7,000 as over budgeted expenditure to complete the carpeting and painting of the front offices of the Wickepin Community Agricultural Centre Building Wogolin Street, Wickepin.

Carried 8/0

16. Closure

There being no further business the Presiding Officer declared the meeting closed at 5.41pm.