

Minutes

ORDINARY MEETING OF COUNCIL
19 JUNE 2013
COUNCIL CHAMBERS
WICKEPIN



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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 19 June 2013**

The President declared the meeting open at 3.42pm.

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
Community Development Officer	Mrs NA Manton (Minute Taker)

Leave of Absence (Previously Approved)

Apologies

2. Public Question Time

3. Applications for Leave of Absence/Apologies

Moved Cr Astbury / Seconded Cr Allan

That Council grant a leave of absence for the Ordinary Council meeting on 17 July 2013 for the following Councillor;

Cr GCL Hinkley

Carried 7/0

4. Petitions, Memorials and Deputations

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

Item	Item Title	Councillor/Officer	Interest	Reason
10.2.05	Shire of Wickepin Community Grant Applications	Cr K Coxon	Financial	President of Lake Yealering Bowling Club
10.2.05	Shire of Wickepin Community Grant Applications	Cr F Allan	Financial	Treasurer of Lake Yealering Bowling Club
10.2.05	Shire of Wickepin Community Grant Applications	Cr D Astbury	Financial	President of Sports Club
10.2.12	Proposed Fixed Wireless Facility Lot 208, 17 Richter Street Wickepin	Cr J Russell	Proximity	Owner of adjoining lot.
10.1.01	Manager Works and Services Report (Tree removal at Saleyards)	Cr J Russell	Proximity	Owner of adjoining lot.

6. Confirmation of Minutes – Ordinary Meeting of Council – 15 May 2013**Resolution No 190613-01****Moved Cr Astbury / Seconded Cr Russell**

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

- Page 41 - Resolution Number 150513-6 be changed to carried 7/0 and not carried 8/0.

Carried 8/0

7. Receival of Minutes

Receival of Minutes

7.1 Townscape & Cultural Planning Committee Meeting

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Leah Pearson, Executive Support Officer
File Reference:	206
Author:	Leah Pearson, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	12 June 2013

Enclosure / Attachment: Nil

Background:

As there was no quorum, the Townscape & Cultural Planning Committee Meeting was not held. A general discussion between the committee took place instead.

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: Nil

Voting Requirements: Simple majority.

Receival of Minutes

7.2 Lifestyle Retirement Committee

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Leah Pearson, Executive Support Officer
File Reference:	
Author:	Leah Pearson, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	12 June 2013

Enclosure / Attachment:

Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 12 June 2013.

Background:

The Lifestyle Retirement Committee Meeting was held on Wednesday 12 June 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 12 June 2013 be received.

Voting Requirements: Simple majority.

Resolution No 190613-02

Moved Cr Coxon / Seconded Cr Easton

That the Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 12 June 2013 be received.

Carried 8/0

8. Status Report

Item	Subject/Action	Officer/ File	Progress	Status	Comment
353- 200313-13	Railway Land Lease 2013	CEO	Council authorise the CEO to negotiate a variation to the existing lease (L2663) for peppercorn rental to include: 1. The fenced compound immediately east of the Wickepin Railway Station store old farm machinery as part of the heritage precinct. 2. Railway Station building. 3. Additional land as illustrated on the map attached. 4. A maximum of \$1000 be allocated for the fees associated with varying the existing lease agreement.	○	Lease being negotiated.
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. MOU signed and a copy has been received and filed.
365- 150513-04	Technical Services Committee Meeting Recommendations	CEO	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.	✓	Have been placed in the 2013/2014 budget.
366- 150513-05	Request to remove Street Trees	CEO	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.	✓	Trees removed. Letters sent to home owners 21/05/2013.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
367- 150513-06	Proposed Fixed Wireless Facility Lot 208, 17 Richter Street Wickepin	CEO	<p>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.</p> <p>2. That the public comments be undertaken in the following manner:</p> <ul style="list-style-type: none"> • 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. 	✓	<p>Adverts placed in Narrogin Observer and Watershed – 17/05/2013.</p> <p>Written directly to landowners 17/05/2013.</p> <p>Written directly to the Department of Health, Department of Environment and Conservative and the Civil Aviation Safety Authority – 17/05/2013.</p>
368- 150513-07	Proposed Fixed Wireless Facility Lot 123 50 Connor Street Yealering	CEO	<p>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.</p> <p>2. That the public comments be undertaken in the following manner:</p> <ul style="list-style-type: none"> • 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. 	✓	<p>Adverts placed in Narrogin Observer and Watershed – 17/05/2013.</p> <p>Written directly to landowners 17/05/2013.</p> <p>Written directly to the Department of Health, Department of Environment and Conservative and the Civil Aviation Safety Authority – 17/05/2013.</p>
369- 150513-12	Road Closure – Lot 22 Wogolin Road, Wickepin	CEO	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.	✓	Letters sent to those who sent in submissions – 21/05/2013.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
370- 150513-13	DRYANDRA VROC – CLGF Allocations 13/14	CEO	<p>1. That Council endorse the following Country Local Government Fund Regional Projects for the 2012/13 financial year:</p> <ul style="list-style-type: none"> • 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 <p>Total Funding \$1,795,555</p> <p>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.</p>	✓	<p>CEO notified DVROC 17/05/2013.</p> <p>Documents signed 21/05/2013.</p>
371- 150513-14	Great Southern District Display 2013/14 Budget Allocation	CEO	That Council budget \$200 per year under <i>Other Culture Operating Expenditure</i> 5412 Cultural Planning for the Great Southern District Displays for the Annual Perth Royal Show.	✓	<p>CEO placed in budget 13/14.</p> <p>Letter sent 21/05/2013.</p>
372- 150513-15	Wickepin Playgroup Tyre Stepping Stones, Wooden Balance Beam	CEO	That the Shire of Wickepin allows the Wickepin Playgroup to install tyre stepping 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.	✓	Letter sent to Wickepin Playgroup informing them 21/05/2013.
373- 150513-16	Dual Fire Control Officers – Shire of Pingelly	CEO	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.	✓	<p>Added to 2013/14 Bush Fire Info.</p> <p>Sent letter to the Shire of Pingelly 21/05/2013.</p>
374- 150513-17	Wickepin Football Club Sponsorship 2013 Football Season	CEO	<p>1. That Council sponsor the Wickepin Football Club as a Silver Club Sponsor for \$200 for the 2013 Football Season.</p> <p>2. That Council Place an Annual Silver Sponsorship of \$200 to the Wickepin Football Club in the Annual Budget Estimates.</p>	✓	<p>Letter sent to WFC on 21/05/2013.</p> <p>Placed in budget 2013/14.</p>

Item	Subject/Action	Officer/ File	Progress	Status	Comment
375- 150513-18	Wickepin Football Club Sponsorship Signage	CEO	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.	✓	Sent letter to WFC 21/05/2013.
376- 150513-19	Wickepin Play Group – Agreement 2013 - 2034	CEO	That the Chief Executive Officer offers the agreement as outlined in the minutes of May's Council Meeting Resolution No. 150513-19 to the Wickepin Play Group with a standard default clause included.	✓	Sent letter with agreements for signing 21/05/2013.
377- 150513-20	Wickepin Mothers Group – Agreement 2013 – 2018	CEO	That the Chief Executive Officer offers the agreement as outlined in the minutes of May's Council Meeting Resolution No. 150513-20 to the Wickepin Mothers Group with a standard default clause included.	✓	Sent letter with agreements for signing 21/05/2013.
378- 150513-21	Wickepin Townscape Committee – Entry Statement	CEO	That Council approve of the placement of one Ram, one Ewe and three cut out sheep from corrugated Iron sheeting at the Eastern Entry.	✓	Letter sent to Helen Warrilow 22/05/2013.
379- 150513-22	Governance, Audit and Community Services Committee Meeting Recommendations	CEO	That the Policy Manual be referred back to the next Governance Committee Meeting for further amendments.	✓	Will be placed in the next Governance, Audit and Community Services Agenda.
380- 150513-23	Lifestyle Retirement Committee Meeting Recommendations	CEO	That a letter of appreciation be sent to Julie Christenson for her presentation and for attending the Lifestyle Retirement Committee meeting.	✓	Letter sent on 17/05/2013.
381- 150513-26	Community Agricultural Building - Wogolin Road Wickepin – Completions of Works	CEO	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.	✓	Painting and carpets finished.

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

○ = in progress ✓ = completed ✕ =superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

Infrastructure and Engineering Services

10.1.01 – Manager Works and Services Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Peter Vlahov, Manager Works & Services
File Reference:	2610
Author:	Peter Vlahov, Manager Works & Services
Disclosure of any Interest:	Nil
Date of Report:	12 June 2013

Enclosure / Attachment: MWS Work 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 completed.
- Leeson Road Gravel Sheeting – Gravel sheeting is in progress and is 70% completed.
- Wedin South Road – Gravel sheeting has been completed.
- Wickpin Fuel Facility – All council works have been completed.
- Compile data for next year's (2013/14) works program.

Maintenance Works

- Roadside weed spraying is in progress.
- Planning and costings are being compiled for the Waste Transfer Stations at Yealering, Harrismith and Tincurrin refuse sites.
- The Wickpin Saleyards Committee has requested permission from Council to remove three York Gums. The trees are located in the main holding yard and their location will impede the construction of a laneway. Other shade trees will be planted in the Centre of the holding yard.

The cost of removing the trees (with a bulldozer), plus cutting up and carting away, will be around \$1,200.
Officer Recommendation – Council to allow the removal of the trees and that the cost be funded via the Saleyards account.

Occupational Health and Safety

There have been no incidents to report.

Workshop

General ongoing servicing.

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:

1. That council notes the report from the Manager of Works and Services dated 12 June 2013.
2. That Council allow the removal of three York Gum trees from the main holding yard of the Wickpin sale yards, and that the cost be funded via the Wickpin Saleyards account.

Voting Requirements: Simple majority

Resolution No 190613-03**Moved Cr Astbury / Seconded Cr Lansdell**

That council notes the report from the Manager of Works and Services dated 12 June 2013.

Carried 8/0

3.58pm - Cr Russell departed the Chambers due to a proximity interest – owns adjoining land.

Resolution No 190613-04

Moved Cr Astbury / Seconded Cr Coxon

That the three York Gum trees from the main holding yard of the Wickpin sale yards remain in place, and the new laneway be built around existing trees.

Carried 5/2

The resolution differs from the Officers Recommendation as Council felt that the sale yards should remain in place and the new laneway should be built around the existing trees. Council felt that this item should be dealt with as a separate resolution to noting the Manager of Works and Service report.

4.05pm – Cr Russell 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.
	20/08/12	Wickpin	Fuel Depot	Pete Vlahov	○		Waiting on Great Southern Fuel & Gilbarco.
	20/08/12	All	Refuse Sites Signage	Pete Vlahov	○		Ordered signage. Signs received. Being installed.
Jannu	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	✓	May 2013	Re-installed.
	31/01/13	Harrismith	Murray Road sign needs replacing.	Julie Murray	✓	May 2013	Signs ordered.
Mar	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	✓	May 2013	Air response.
April	3/04/2013	Wickpin	Yarling Court - Unit 4 - Clean light out the front door on ceiling.	Annual Inspections	✓	May 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	○		
	4/04/2013	Wickpin	Fix up gate way on Lomos Road following road widening.	Brian Shipley	✓	May 2013	Completed.
	4/04/2013	Yealering	Drains on side of road following road widening on Yealering Pingelly Road.	Lindsay Corke	✓	May 2013	Complete.
	4/04/2013	Wickpin	Speakers installed in Wickpin Community Centre.	Natalie Manton	✓	May 2013	Completed.
	10/04/2013	Wickpin	Mice baits in store room for Netball - replace baits in all store rooms.	Allan Ramsay	○		
	10/04/2013	Wickpin	Garry Harris 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	✓	May 2013	Completed.
	17/04/2013	Wickpin	Pete to order doozv dumpare baesto place around Wickpin oval.	Council	○		
	22/04/2013	Wickpin	Interchange markings need to be marked on oval.	WFC Secretary	✓	April 2013.	Completed.
	22/04/2013	Wickpin	Community Centre Women's toilets smell - need to be looked at.	WFC Secretary	○		
May	22/04/2013	Wickpin	Glass washer in bar in the Community Centre is broken.	WFC Secretary	○		Retrieving quotes from Ewn Rural Supplies.
	23/04/2013		Kirk Rock Road needs grading.	Sarah Hyde	✓	May 2013	Completed.
	23/04/2013	Wickpin	O'Brien Road needs grading.	Gary Lang	✓	May 2013	Completed.
	1/05/2013	Yealering	Yealering Hall - outside light needs replacing.	Kevin Coxon	○		
	1/05/2013	All	School Bus signs - take down unnecessary signs.	Julie Russell	○		
	1/05/2013	Wickpin	Yarling Court and Cottage Homes - gutters need cleaning.	Technical Services	○		
	7/05/2013	Wickpin	Footpath alongside Ewen Rural Supplies needs attention.	Lou Leeson	✓	June 2013	Complete.
	13/05/2013	Wickpin	Costing for a new car park area at Wickpin Sports Oval - 2013/14 budget estimates.	CEO	✓	23/05/13	Complete.
	14/05/2013	Wickpin	Unit 2 Cottage Homes Kitchen exhaust fan over stove not working	Barry Green	✓	May 2013	Complete.
	16/05/2013	Wickpin	Woodward Road sign on Kirk Rock Road needs replacing (missing).	Sarah Hyde	✓	7/6/2013	Sign installed.
	16/05/2013	Wickpin	Clear up rubbish on the footpath of Wickpin Street.	Erina Tapping	✓	23/05/2013	Complete.
	16/05/2013	Wickpin	Culverts in Tom Williamson's truck yard blocked.		✓	06/06/2013	Complete.
	20/05/2013	Wickpin	Remove trees at 5 and 6 Central Avenue.	Council	✓	May 2013	Complete.
June	20/05/2013	Wickpin	Bus stop approval - Malyalling Road.	Zen Mutton	✓	23/05/2013	Complete.
	24/05/2013	Wickpin	Caravan Park - water coming out where caravans hook up and no power.	Colin Coxon	○		Power is fixed. Plumber coming out to fix water on 12/06/2013.
	27/05/2013	Wickpin	10 Smith Street - Gas regulator needs fixing.	Jason Fulford	✓	29/05/2013	Complete.
	28/05/2013	Wickpin	Help with digging 3 holes for some fruit trees	Jan (Johnston St)	✓	6/6/2013	Holes completed.
	30/05/2013	Harrismith	Tree down on Wickpin - Harrismith Road.	Ammers Miley	✓	May 2013	Removed.
	31/05/2013	Wickpin	Spriggs Road sign needs putting back up.	Barney Langford	✓	7/6/2013	Sign re-erected.
	31/05/2013	Wickpin	Shoulder mainenance required on Wickpin Corrigin Road between Kirk Rock Road and Malyalling Road. Bitumen drop off getting quite a large drop. Bitumen edges being damaged.	CEO	✓	11/6/2013	Complete.
	04/16/2013	Wickpin	Repair two broken rails at saleyards holding pens, close to Northern loading ramp.	CEO	✓	7/6/2013	Complete.

Attachment- Item 10.1.01

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:	5 June 2013

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

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

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

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

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

Local Government (Financial Management) Regulations 1996

34. Financial reports to be prepared s. 6.4

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

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

Policy Implications: Not applicable

Financial Implications: Not applicable

Strategic Implications: Not applicable

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

Voting Requirements: Simple majority

Resolution No 190613-05

Moved Cr Allan / Seconded Cr Easton

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

Carried 8/0

Bank Balances

As at 31/05/2013

	Bank Statement	Adjusted
Municipal Fund	1,690,850.86	1,662,505.07
Petty Cash	500.00	500.00
Reserves	472,565.20	472,565.20
Total	2,163,916.06	2,135,570.27
Trust Fund	22,242.91	21,788.96
Transport Account	3,694.60	0.00

Debtors

Rates as at 31/05/2013

Account 7461	Rates	21,736.56
Account 6051	Sewerage	4,110.03
Account 7451	Ex Receipts	-5,549.97
Account 7441	Pensioners Rebates	2,651.04
Account 7481	Domestic Rubbish	2,089.49
Account 7491	Commercial Rubbish	49.29
Account 7201	Refuse Site Levy	553.72

Sundry Debtors as at 31/05/2013

Current	134,675.17
1 Month	220.00
2 Months	0.00
3 Months	96.55
Total	134,991.72

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:	6 June 2013

Enclosure / Attachment: List of Accounts

Background: Please find following the List of Accounts remitted during the period from 8 May – 5 June 2013

	<u>Vouchers</u>	<u>Amounts</u>
Municipal Account		
Cheques	14647 - 14680	111,441.40
EFTPOS	3602 - 3696	149,436.15
Other Transfers	Payroll April 2013	65,495.00
 Trust Account		
EFTPOS	3549 - 3548	
Cheques	1211 - 1213	1,412.29
 TOTAL		<u>\$327,784.84</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 \$327,784.84 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 190613-06

Moved Cr Coxon / Seconded Cr Astbury

That Council acknowledges that payments totaling \$327,784.84 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
9/5/13 TO 6/6/2013**

Chq/EFT	Date	Name	Description	Muni	Trust
1211	14/05/2013	BCITF	BCITF FOR TR HOMES & HEMLEY SHED		862.29
1212	14/05/2013	C & T SIMPSON	BOND REFUND ON RETURNED CAT TRAP		50.00
1213	21/05/2013	FRANCES MARTIN	REFUND ON HALL HIRE BOND		500.00
EFT3602	14/05/2013	GENIE AUSTRALIA PTY LTD	PARTS FOR CHERRY PICKER	502.94	
EFT3603	14/05/2013	AUSTRALIA POST	POSTAGE	127.41	
EFT3604	14/05/2013	AIR RESPONSE	REPAIRS TO COOLROOM & AIR CONDITIONERS	206.79	
EFT3605	14/05/2013	A & M MEDICAL SERVICES P/L	CHANGE OXY SOK AT SWIMMING POOL	99.88	
EFT3606	14/05/2013	YVONNE BOWEY CONSULTING	PREPARE FEBRUARY FINANCIALS	695.75	
EFT3607	14/05/2013	BUILDERS REGISTRATION BOARD	BRB PAYMENT	435.20	
EFT3608	14/05/2013	BEST OFFICE SYSTEMS	COPIER CHARGES FOR ADMIN OFFICE & WATERSHED	1889.40	
EFT3609	14/05/2013	BALLARDS OF NARROGIN	MULCH FOR GARDENS	570.00	
EFT3610	14/05/2013	CJD EQUIPMENT PTY LTD	PARTS FOR BACKHOE	206.48	
EFT3611	14/05/2013	COUNTRY PAINT SUPPLIES	PAINT FOR CARAVAN PARK	75.65	
EFT3612	14/05/2013	YEALERING APARTS & REPAIRS	REPAIRS TO VIB ROLLER & GAS FOR CARAVAN PARK	1061.50	
EFT3613	14/05/2013	COURIER AUSTRALIA	FREIGHT	42.19	
EFT3614	14/05/2013	STAPLES / CORPORATE EXPRESS	STATIONERY	97.96	
EFT3615	14/05/2013	KELLY COCHRANE	CLEANING OF YEALERING HALL	142.50	
EFT3616	14/05/2013	LANDGATE	VALUATIONS	48.00	
EFT3617	14/05/2013	EWEN RURAL SUPPLIES	APRIL ACCOUNT	6612.11	
EFT3618	14/05/2013	AC & EJ FULFORD & CO	GRADING ON HARRISMITH SOUTH ROAD	660.00	
EFT3619	14/05/2013	FRANK WESTON & CO	SHED FOR FUEL FACILITY	5114.40	
EFT3620	14/05/2013	GREAT SOUTHERN FUEL SUPPLIES	FUELS & OILS	1626.63	
EFT3621	14/05/2013	INGREYS	PARTS	98.31	
EFT3622	14/05/2013	KEL'S TYRES	TYRES FOR MWS UTE & GRADER	2161.50	
EFT3623	14/05/2013	LANDVISION	PLANNING ADVICE	660.00	
EFT3624	14/05/2013	RG & JE MILLER FAMILY TRUST	ADMINISTRATION SALARIES	1457.50	
EFT3625	14/05/2013	NARROGIN HIRE SERVICE	RETIC SUPPLIES	2560.46	
EFT3626	14/05/2013	GREAT SOUTHERN WASTE DISPOSAL	REFUSE COLLECTION	6382.70	
EFT3627	14/05/2013	NARROGIN HARDWARE	PAINT, GARDEN SPRAYER & BOLTS	273.90	
EFT3628	14/05/2013	NARROGIN RETRAVISION	VACUUM CLEANER FOR YEALERING CARAVAN PARK	114.00	
EFT3629	14/05/2013	NARROGIN BEARING SERVICE	BALL BEARINGS	48.35	
EFT3630	14/05/2013	NARROGIN PUMPS SALES & SERVICE	PARTS FOR STANDPIPE REPAIRS	75.14	
EFT3631	14/05/2013	STAR TRACK EXPRESS	FREIGHT	294.91	

Attachment- Item 10.2.02

**SHIRE OF WICKEPIN
CHEQUE LISTING
9/5/13 TO 6/6/2013**

EFT3632	14/05/2013	NARROGIN TOYOTA	PARTS FOR CHAINSAWS & COMMUNITY BUS	329.91
EFT3633	14/05/2013	NARROGIN BOILERMAKERS	WORK CLOTHING ISSUE	596.70
EFT3634	14/05/2013	PERTH AUDIO VISUAL	AUDIO EQUIPMENT	189.99
EFT3635	14/05/2013	PROTECT WEST	SECURITY EQUIPMENT - CCTV CAMERA'S	4473.00
EFT3636	14/05/2013	MAUREEN PREEDY	CLEANING OF YEALERING HALL	300.00
EFT3637	14/05/2013	J MAC ENGINEERING PINGELLY	BENCH FOR YEALERING TOWN HALL	2101.00
EFT3638	14/05/2013	LIONEL ANTHONY RIGBY	APRIL CARETAKERS COMMISSION	92.25
EFT3639	14/05/2013	SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS - RATES	50.00
EFT3640	14/05/2013	STEERE DINGO SERVICES	HOUSING MAINTENANCE	3665.70
EFT3641	14/05/2013	WESTRAC EQUIPMENT	PARTS FOR GRADER WK713	291.72
EFT3642	14/05/2013	WICKEPIN HOTEL	DRINKS FOR COUNCIL MEETINGS	88.50
EFT3643	14/05/2013	WA LOCAL GOVT ASSOCIATION	TRAINING FOR NATALIE MANTON	456.50
EFT3644	14/05/2013	WICKEPIN NEWSAGENCY	PAPERS FOR ADMINISTRATION OFFICE	38.90
EFT3645	14/05/2013	WATERMAN IRRIGATION	STANDPIPE PARTS	83.93
EFT3646	28/05/2013	YVONNE BOWEY CONSULTING	PREPARE MARCH FINANCIALS	632.50
EFT3647	28/05/2013	BURGESS RAWSON (WA) PTY LTD	WATER USE - WICKEPIN PUBLIC TOILETS	1675.80
EFT3648	28/05/2013	CJD EQUIPMENT PTY LTD	SERVICE BACKHOE	514.75
EFT3649	28/05/2013	YEALERING APARTS & REPAIRS	REPAIRS TO COMMUNITY BUS DOOR & GAS	761.61
EFT3650	28/05/2013	STAPLES / CORPORATE EXPRESS	STATIONERY	375.27
EFT3651	28/05/2013	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	87.28
EFT3652	28/05/2013	DC & LB CURTIS	CEILINGS IN FACEY GROUP BUILDING	2662.00
EFT3653	28/05/2013	LANDGATE	ANNUAL REVALUATION	4748.90
EFT3654	28/05/2013	FULTON HOGAN	PALLET OF EZSTREET	1980.00
EFT3655	28/05/2013	FESA - ESL	ESL LEVY 4TH QUARTER	2981.10
EFT3656	28/05/2013	HARRIS ZUGLIAN ELECTRICS	REPAIRS TO COMMUNITY CENTRE EXIT SIGNS	2640.14
EFT3657	28/05/2013	ING CUSTODIANS PTY LTD	SUPERANNUATION CONTRIBUTIONS	299.90
EFT3658	28/05/2013	KEL'S TYRES	TYRES FOR FORKLIFT	209.00
EFT3659	28/05/2013	MOMAR AUSTRALIA P/L	PARTS FOR SEWERAGE SCHEME	1840.03
EFT3660	28/05/2013	NARROGIN GLASS	REPLACE WINDOW IN GRADER WK713	227.94
EFT3661	28/05/2013	NARROGIN MOTEL	ACCOMMODATION FOR EHO WHEN DONGA'S FULL	110.50
EFT3662	28/05/2013	STAR TRACK EXPRESS	FREIGHT	215.98
EFT3663	28/05/2013	PROTECT WEST	REPAIRS TO CCTV SYSTEM	620.00
EFT3664	28/05/2013	RAMSAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	170.46
EFT3665	28/05/2013	SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS - RATES	50.00

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**SHIRE OF WICKEPIN
CHEQUE LISTING
9/5/13 TO 6/6/2013**

EFT3666	28/05/2013	STEERE DINGO SERVICES	MAINTENANCE ON TOILETS AT YEALERING HALL	491.90
EFT3667	28/05/2013	SIGMA CHEMICALS	COPPER SULPHATE FOR SWIMMING POOL	40.00
EFT3668	28/05/2013	TELSTRA	PHONE	1057.83
EFT3669	28/05/2013	TALIS	CONSULTANCY - ROAD NETWORK UPDATES	2640.00
EFT3670	28/05/2013	WESTRAC EQUIPMENT	PARTS FOR GRADER WK713	205.79
EFT3671	28/05/2013	SYNERGY	POWER ACCOUNTS	4759.55
EFT3672	28/05/2013	WA LOCAL GOVT ASSOCIATION	ADVERTISING FOR GARDENERS POSITION	211.87
EFT3673	28/05/2013	WESTNET PTY LTD	INTERNET CONNECTION FOR DEPOT & ADMIN OFFICE	169.89
EFT3674	28/05/2013	WICKEPIN FOOTBALL CLUB	ANNUAL SPONSORSHIP	200.00
EFT3675	28/05/2013	WICKEPIN VOLUNTEER RESOURCE CENTRE	CONTRIBUTION TO EMERGENCY SERVICES DINNER	1500.00
EFT3676	29/05/2013	AUSTRALIAN TAXATION OFFICE	FRINGE BENEFITS TAX 2012/13	8197.47
EFT3677	29/05/2013	PREMIUM PAINTING & DECORATING	PAINTING OF WICKEPIN TOWN HALL	16500.00
EFT3678	05/06/2013	ANZ BANK	MAY CREDIT CARD	2614.36
EFT3679	05/06/2013	YVONNE BOWEY CONSULTING	PREPARE APRIL FINANCIALS	759.00
EFT3680	05/06/2013	BEST OFFICE SYSTEMS	COPIER CHARGES FOR ADMIN OFFICE & WATERSHED	3730.45
EFT3681	05/06/2013	COURIER AUSTRALIA	FREIGHT	21.85
EFT3682	05/06/2013	KELLY COCHRANE	CLEANING OF YEALERING HALL	200.00
EFT3683	05/06/2013	DEWS EXCAVATIONS	EXCAVATION WORK ON LEESON ROAD	2821.50
EFT3684	05/06/2013	HARRIS ZUGLIAN ELECTRICS	ELECTRICAL WORK TO FACEY GROUP OFFICE	715.00
EFT3685	05/06/2013	ING CUSTODIANS PTY LTD	SUPERANNUATION CONTRIBUTIONS	154.86
EFT3686	05/06/2013	NARROGIN RETRAVISION	REMOTE CONTROL FOR WICKEPIN DONGAS TV	79.00
EFT3687	05/06/2013	STAR TRACK EXPRESS	FREIGHT	138.00
EFT3688	05/06/2013	MAUREEN PREEDY	CLEANING OF YEALERING HALL	212.50
EFT3689	05/06/2013	ROADTECH	ASPHALT TO WICKEPIN NORTH ROAD & AVERY CORNER	29430.50
EFT3690	05/06/2013	LIONEL ANTHONY RIGBY	CARAVAN PARK COMMISSION - MAY	426.80
EFT3691	05/06/2013	SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS - RATES	50.00
EFT3692	05/06/2013	TELSTRA	DEPOT PHONE	498.97
EFT3693	05/06/2013	WESTRAC EQUIPMENT	PARTS FOR ROLLER	64.24
EFT3694	05/06/2013	WICKEPIN MOTORS	INSURANCE EXCESS FOR COMMUNITY BUS REPAIRS	300.00
EFT3695	05/06/2013	WICKEPIN NEWSAGENCY	PAPERS FOR ADMINISTRATION OFFICE	33.00
EFT3696	05/06/2013	YEALERING SPRAYING SERVICE	SPRAYING OF MOSSIES - YEALERING	1309.00
14647	14/05/2013	BELVEDERE NURSERY	STREET TREES	425.00
14648	14/05/2013	NNT UNIFORMS	UNIFORMS FOR ADMIN STAFF	647.20
14649	14/05/2013	IMAGETEC	INK FOR RISOGRAPH (WATERSHED)	357.50

Attachment- Item 10.2.02

**SHIRE OF WICKEPIN
CHEQUE LISTING
9/5/13 TO 6/6/2013**

14650	14/05/2013	WICKEPIN GARDEN CENTRE	PLANTS FOR AMBULANCE YARD GARDEN	459.90
14651	14/05/2013	GARRARDS PTY LTD	PARTS FOR YEALERING FOGGING MACHINE	199.02
14652	14/05/2013	HANCOCKS HOME HARDWARE	KEY CUT	12.00
14653	14/05/2013	HOWLETT'S TREE SERVICE	BALANCE OF INVOICE - TREE PRUNING	2000.00
14654	14/05/2013	JASON SIGNMAKERS	TRAFFIC SIGNS	2373.80
14655	14/05/2013	NARROGIN PACKAGING	TOILET PAPER FOR PUBLIC TOILETS	46.70
14656	14/05/2013	PCS	COMPUTER SUPPORT	271.25
14657	14/05/2013	PROTECTOR FIRE SERVICES P/L	SERVICE FIRE EQUIPMENT - TELECENTRE BUILDING	103.45
14658	14/05/2013	SOUTHERN WIRE	FENCING FOR FUEL FACILITY	240.90
14659	14/05/2013	WESTERN AUSTRALIAN TREASURY CORP	LOAN 101 PAYMENT	2239.82
14660	14/05/2013	WATER CORPORATION	WATER CHARGES	8275.50
14661	28/05/2013	WICKEPIN GARDEN CENTRE	PLANTS FOR GARDENS	715.00
14662	28/05/2013	HANCOCKS HOME HARDWARE	OVERHEAD CUPBOARDS - YEALERING CARAVAN PARK	76.75
14663	28/05/2013	KOMATSU AUST P/L	PARTS FOR LOADER WK822	110.83
14664	28/05/2013	PIONEER CREDIT	DEBT RECOVERY - RATES	65.40
14665	28/05/2013	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	218.46
14666	28/05/2013	SHIRE OF PINGELLY	REIMBURSEMENT FOR TRAINING	1936.22
14667	28/05/2013	WESTERN AUSTRALIAN TREASURY CORP	LOAN 87 PAYMENT	15866.67
14668	28/05/2013	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	7381.70
14669	05/06/2013	AUSTRALIAN TAXATION OFFICE	MAY BAS	45323.00
14670	05/06/2013	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	52.86
14671	05/06/2013	A & A CORASANITI	STUMP REMOVAL AT YEALERING CEMETERY	514.25
14672	05/06/2013	WICKEPIN GARDEN CENTRE	PLANTS FOR WICKEPIN & YEALERING GARDENS	1427.20
14673	05/06/2013	HANCOCKS HOME HARDWARE	POLY TUBE	34.80
14674	05/06/2013	JASON SIGNMAKERS	ROAD SIGNS	316.80
14675	05/06/2013	MAJOR MOTORS PTY LTD	PARTS FOR DUAL CAB UTE WK1955	59.40
14676	05/06/2013	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	148.63
14677	05/06/2013	PETER STRIBLING	YEALERING CARETAKERS COMMISSION 2012/13	917.00
14678	05/06/2013	WESTERN AUSTRALIAN TREASURY CORP	LOAN 97 & 98 PAYMENT	14591.70
14679	05/06/2013	WA HINO SALES & SERVICE	PARTS FOR HINO TRUCK WK248	328.35
14680	05/06/2013	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	3704.34
TOTAL				260877.55
				1412.29

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: 11 June 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 May 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
9/12-13	A G Hemley & S M Hemley	Owner Builder	Shed	Lot 33 Plover Street Wickepin WA 6370
10/12-13	Graham Bushby	Owner Builder	Garage	48, Lot 6 Dumbleyung 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 11 June 2013.

Voting Requirements: Simple Majority

Resolution No 190613-07**Moved Cr Lansdell / Seconded Cr Russell**

That Council notes the report from the EHO/Building Surveyor 11 June 2013.

Carried 8/0

Governance 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:	11 June 2013

Enclosure / Attachment: Nil

Arts and Cultural	<ul style="list-style-type: none"> • Site meeting to measure art hanging system and ordered supplies. • Preliminary discussion regarding 2014 Art Competition and identified potential funding sources. • Distributed information on arts and cultural events in the region.
Community Development	<p>Townscape</p> <ul style="list-style-type: none"> • Attend Townscape meeting. • Review townscape budget and projects for next year. • Site meeting at war memorial to discuss seating and measure. • Request quote for seat at War Memorial. • Developed a brief for the installation of plaques at the Wickepin War Memorial to acknowledge local residents who were killed in various wars and met on site with Sara Hills to explain concept prior to obtaining quotes. • Developed a brief for the redevelopment of Administration Centre garden and met on site with Sara Hills to explain concept prior to obtaining quotes. • Site meeting and discussion of improvements to Wickepin Caravan Park. • Forwarded suggestions from Caravan Park Manager for improvements to Yealering Caravan Park to Manager of Works. • Follow up swing ordered for Yealering Caravan Park. <p>Other</p> <ul style="list-style-type: none"> • Provided notes for Watershed. • Reviewed Shire of Wickepin Community Grant applications and made recommendations. • Research archive storage boxes for Community Archive Room at Wickepin Community Centre. • Respond to queries from the CDO Network on industrial developments and community grants. • Follow up grant opportunities for Shire of Wickepin projects. <p>CLGF 10/11</p> <ul style="list-style-type: none"> • Documents for final acquittal of CLGF 10/11 projects. • Follow up on bench for Yealering Hall. <p>Yealering Cemetery</p> <ul style="list-style-type: none"> • Wrote article and sent photos for Cemetery and Crematoria Association of WA magazine on Yealering Cemetery redevelopment. • Update cemetery records for niche wall. <p>CLGF 11/12 Projects</p> <ul style="list-style-type: none"> • Documents for final acquittal of CLGF 11/12 projects. <p>Wickepin Cemetery</p> <ul style="list-style-type: none"> • Calls for public comment on improvements to Wickepin Cemetery.

	<ul style="list-style-type: none"> • Site inspection Wickepin cemetery. •
Community Safety and Crime Prevention	CCTV <ul style="list-style-type: none"> • Forward information to CDO Network regarding CCTV cameras • Training on CCTV camera software in office
Economic Development	Living Lakes Project <ul style="list-style-type: none"> • Forwarded information to Ian Hills regarding Living Lakes tender.
Tourism, Marketing and Promotion	<ul style="list-style-type: none"> • Ongoing discussions with WALGA regarding upgrade of website and costs. • Supplied information for newsletter and distributed to community members. • Reviewed Dryandra Visitors Centre Business Plan. • Meeting with Allan Landsdell regarding Caravan Weekend.
Sport and Recreation	Kidsport <ul style="list-style-type: none"> • Follow up Kidsport club registrations. • Entered Kispport vouchers onto database. Other <ul style="list-style-type: none"> • Circulated information on health and physical activity programs. • Provided information on Dept of Sport and Rec funding. (CSRFF)
Special Needs Groups inc; Youth, Disabled and Older People.	<ul style="list-style-type: none"> •
Heritage	<ul style="list-style-type: none"> • Follow up with Public Transport Authority regarding Old Railway Station and goods yard and lease with Brookfield Rail. Awaiting response.
Other	<ul style="list-style-type: none"> • Reviewed Valuations of Buildings and Land document and forwarded photos and floor plans of Harrismith Golf Club to AVP Valuers. • Reviewed draft Asset Management Plan. • Liaise with Darren Long regarding training on Asset Management Planning. • Forwarded draft Asset Management Plan to RSM Bird Cameron for Long Term Financial Plan. • Attended budget planning meeting. • Reviewed Forward Capital Works Plan

Funding Applications Status Report

Project Name	Funding Organisation	Amount Requested inc Gst	Status
Regional Events Scheme	Eventscorp	\$10,000	declined

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

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

Voting Requirements: Simple majority.

Resolution No 190613-08

Moved Cr Lansdell / Seconded Cr Astbury

That council notes the report from the Community Development Officer dated 11 June 2013.

Carried 8/0

Governance, Audit and Community Service

10.2.05 – Shire of Wickepin Community Grant Applications

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:	11 June 2013

Enclosure / Attachment:

Background:

Each year the Shire of Wickepin makes a budget provision of 2.5% of the previous year's levied rates to distribute to community and sporting organisations. The objective of the funding is to establishment or improve playing areas or buildings necessary for the conduct of sport or for community use, to assist community groups in establishing a service or activity seen as a need for the betterment of, and improvement to, the enjoyment of life within the community.

Details of the funding guidelines are provided in Policy F3.2 - Distribution of Funds to Community and Sporting Bodies. An analysis of the approved community grants over the past 5 years reveals that Council has relaxed its policy slightly in relation to the distribution of funds to community and sporting bodies. Council has funded equipment, sponsored trophies and provided funding greater than one third of the total project cost on some occasions.

The following table provides a summary of funding granted to community and sporting groups as part of the Shire of Wickepin Community Grants process, as well as donations, over the past 5 years. Other Shire of Wickepin support and subsidies to sporting and community groups such as: in kind equipment hire, Community Sport and Recreations Facilities Funding, water for bowling greens, waiver of bonds, oval marking as well as transport and refreshments for students has not been included in the analysis.

Additional funding and sponsorship was provided to community and sporting groups in 2010 as part of the Department of Agriculture and Food - Dry Season Assistance Scheme. This funding was only available in that year and is not part of an ongoing funding program.

Shire of Wickepin Community Grants and Donations 2008 - 2013

Community Grants and Donations GL 4922		2008/09	2009/10	2010/11	2011/12	2012/13	2013/14 Committed	Sub Total 5 years	Total 5 Years
Wickepin Telecentre/ Community Resource Centre/ Volunteer Resource Centre	Grants Sponsorship	\$3,924				\$2,000	\$500	\$3,924 \$2,500	\$6,424
Wickepin Golf Club	Grants Sponsorship	\$1,017				\$500	\$200	\$1,017 \$700	\$1,717
Wickepin Tennis Club	Sponsorship			\$200	\$200	\$200	\$200	\$800	\$800
Wickepin Bowling Club	Sponsorship			\$500		\$500	\$500	\$1,500	\$1,500
Wickepin District Sports Club	Grants Sponsorship		declined	\$6,600 \$200	\$928	\$2,810		\$10,338 \$200	\$10,538
Wickepin Playgroup			\$9,000					\$9,000	\$9,000
Wickepin Ladies Hockey Club				\$495				\$495	\$495
Wickepin P & C		\$1,456			\$1,000			\$2,456	\$2,456
Wickepin Primary School	Grants Donations			\$1,000 \$30	\$5,000 \$30	\$35		\$6,000 \$95	\$6,095
Wickepin Netball Club					\$1,500			\$1,500	\$1,500
Wickepin Men's Shed					\$2,500			\$2,500	\$2,500
Wickepin Football Club							\$200	\$200	\$200
Wickepin Indoor Carpet Bowls		\$2,800						\$2,800	\$2,800
Albert Facey Homestead				\$6,000				\$6,000	\$6,000
Children with Special Needs Support Group						\$1,222		\$1,222	\$1,222
Lake Yealering Progress Association		declined	\$5,000		\$6,500	\$1,534		\$13,034	\$13,034
Yealering Bowling Club								\$0	\$0
Yealering Golf Club		\$7,000						\$7,000	\$7,000
Yealering Tennis Club		\$4,000	\$6,800					\$10,800	\$10,800
Harrismith Golf Club		\$5,000	declined	\$3,285	\$14,141			\$22,426	\$22,426
Tincurrin Primary School						\$780		\$780	\$780
Toolibin Tennis Club			\$1,520			\$4,000		\$5,520	\$5,520
		\$25,197	\$22,320	\$18,310	\$31,799	\$13,581	\$1,600	\$112,807	\$112,807

Over the past 3 years staff have encouraged all requests for funding from the Shire of Wickepin to be submitted via the Community Grants process so that Council can clearly identify the grant recipients and amounts. In 2013 the Shire of Wickepin Community Grant application form was modified to provide applicants with a greater understanding of the grant application requirements and gain more detailed information about the proposed funding request.

The Shire of Wickepin invited applications for the 2013/14 Community Grants in March 2013 and applications closed on Friday 26th April at 4pm. Applications were received from the following groups on the appropriate form and prior to the advertised deadline:

2013/14 Budget Requests	
Wickepin Triathlon Committee	\$2410.74
Wickepin Playgroup	2500.00
Watershed News Inc	2000.00
Harrismith Dudinin Cricket Club	10,000.00
Yealering Progress Association	1120.00
Wickepin District Sports Club	2165.85
Tincurrin P & C	1300.00
Lake Yealering Bowling Club	9000.00
Wickepin Volunteer Resource Centre	2480.00
Wickepin Football Club	withdrawn
Total	\$32,976.59

Council may endorse funding of \$31,900, being 2.5% of the 2012/13 levied rates. Sponsorship of \$1,600 has already been approved by Council in the 2013/14 budget period leaving an amount of \$30,300 available for distribution.

Summary of Applications and Comment

Application 1	Wickepin Triathlon Committee
Purpose of Organisation	To host an annual triathlon event in Wickepin
Incorporated	No
Financial information attached:	None available
Previous funding:	Nil
Purpose of funding:	Equipment including safety cones and bollards, mats, eskies, signs, stop watches and clipboards for triathlon in Feb 2013
Alternative funding sought:	Entry fees & other small community grants
Support of members and general community e.g. letters of support or meeting minutes	Strong support for event initially planned for February 2013 that was postponed.
Total project cost:	\$4,090.74
Funding requested:	\$2,410.74
Project budget and quotes supplied:	Yes

The Wickepin Triathlon Committee is a new committee and with 24 willing volunteers. The group received strong community support for their attempt to organise event in 2013 however more planning and start up funding to ensure success of event. The proposed triathlon would benefit to local community and equipment is able to be shared with other groups and will benefit all participants and spectators rather than individual competitors. The application from the Wickepin Triathlon Committee meets all criteria except that funding requested is greater than 1/3 of project cost.

Application 2	Wickepin Playgroup
Purpose of Organisation	Provide an opportunity for parents and children aged 0- 4 years to participate in activities and interact with other children.
Incorporated	No
Financial information attached:	Yes \$2500
Previous funding:	\$9000 in 2009/10
Purpose of funding:	Playground equipment/ swings at Playgroup building
Alternative funding sought:	Membership fees and fundraising, Wickepin Community Fund
Support of members and general community e.g. letters of support or meeting minutes	Wickepin Mother's group and Wickepin Mobile Occasional Day Care. Ideas discussed with members at playgroup sessions and via email and newsletters and noted at 2012 AGM.
Total project cost:	\$3,500.00
Funding requested:	\$2,500.00
Project budget and quotes supplied:	Indicative prices supplied.

There are currently 22 children involved in the Wickepin Playgroup which operates out of the old pre-school building in Campbell Street on Wednesday's between 9.30- 11.30am. The Playgroup committee have sent a letter to the Shire outlining plans and seeking permission to add a cubby house, balance beam and stepping stones to the playground and arranged a consultant from Kidsafe WA to visit the playgroup to assist in developing plans for natural play spaces. Support from other users of the building including the Wickepin Mother's Group and Wickepin Mobile Occasional Day Care was provided. Funding contributions from other sources as well as Shire of Wickepin is outlined in the application and volunteer labour from playgroup families has been pledged to implement the project. An FRRR grant application in 2012 for funding was unsuccessful.

The application from the Wickepin Playgroup meets all criteria except that funding requested is greater than 1/3 of project cost.

Applicant 3	Watershed News
Purpose of Organisation	To collect, print and distribute the fortnightly Watershed News
Incorporated	yes
Financial information attached:	Yes \$2866 plus term deposit of \$8,000
Previous funding:	\$3,000 in 2007
Purpose of funding:	Replacement of photocopier to print Watershed News
Alternative funding sought:	Volunteer Small Equipment Grant, Lotterywest and Watershed News Inc funding
Support of members and general community e.g. letters of support or meeting minutes provided	Not provided
Total project cost:	\$12,500.00
Funding requested:	\$2,000.00
Project budget and quotes supplied:	yes

The Watershed News provides an important community service function in Wickepin and is widely read with ** copies distributed at no cost to community members every fortnight. The Shire of Wickepin obtained a Lotterywest grant of \$11,000 in 2007 to purchase a new photocopier for the Watershed News and Telecentre to replace the previous copier purchased in 2004. The Watershed News Committee has sought funding from a various sources to purchase a new photocopier.

Council currently pays all of the production costs associated with the Watershed News of approximately \$3,000-\$6,000 per year; however it is difficult to ascertain budget figures as there is no limit on the number of copies printed, or number of pages per copy. In the last financial year the Watershed News generated approximately \$4,000 in advertising fees. Currently there is no obligation or policy requiring the profits from advertising in the Watershed News to be spent on the production expenses. The Watershed News committee has distributed profits to community groups in the past.

The application from the Watershed News Inc meets all other criteria except that no evidence of community support or committee meeting minutes were provided with the application. However the Watershed News is strongly supported by the general Wickepin community and is an important medium for the Shire of Wickepin to communicate with local residents.

Applicant 4		Harrismith Dudinin Cricket Club
Purpose of Organisation		Playing cricket in the Upper Great Southern Cricket competition. The club has 15 members plus 5 social members.
Incorporated		Yes
Financial information attached		Yes \$3,295
Previous funding:		nil
Purpose of funding:		Refurbish toilet block at Harrismith Cricket oval
Alternative funding sought:		Harrismith Dudinin Cricket Club are willing to contribute 1/2 project cost
Support of members and general community e.g. letters of support or meeting minutes		Not provided
Total project cost:		Approx \$20,000.00
Funding requested:		\$10,000.00
Project budget and quotes supplied:		Not provided

The toilet block at the Harrismith Cricket Oval was built in 1969 and was recently valued at \$10,000 with an overall condition rating of 4 being in poor condition and in need of overall maintenance but with no structural defects. The cost of replacing the building with a similar structure was estimated in 2013 by AVP Valuers to be approximately \$75,000. The Harrismith Dudinin Cricket Club were required to hire portable toilets for a recent cricket final when the septic system failed. The Harrismith Cricket Club has not received funding from the Shire of Wickepin in the past.

The application from the Harrismith Dudinin Cricket Club does not meet all of the assessment criteria as evidence of support from members was not included in the application and detailed quotes were not provided in order to accurately assess the total cost of the refurbishment. The amount requested is greater than 1/3 of the estimated total project cost. However the proposed upgrade of the toilet block at the Harrismith Cricket Oval is a worthwhile project and the Cricket Club members have offered to fund half of the project cost which is estimated to be approximately \$20,000.

Applicant 5	Yealering Progress Association
Purpose of Organisation	Encourage progress in relation to health, education, recreation, social and moral standards in the community of Yealering. Approx 30 members
Incorporated	Yes
Financial information attached:	Yes \$14,156 plus \$92,450 Norm and Ellen King Trust Fund for the town of Yealering
Previous funding:	\$1500 in 2012/13 for swings at Yealering Caravan Park
Purpose of funding:	Beautification of Yealering Caravan Park
Alternative funding sought:	Volunteer labour
Support of members and general community e.g. letters of support or meeting minutes	Not provided
Total project cost:	\$2,080.00
Funding requested:	\$1,120.00
Project budget and quotes supplied:	Photos and map of area provided

The Yealering Progress Association is to be commended for their ongoing contribution to the beautification of the town of Yealering. The Association has proposed improvements to the Yealering Caravan Park including: fencing off lawn area, removing old brick BBQ, replacing plants along road and moving sign at front entrance to side of ablution block and would also like to install a new entry sign on the rock wall at the entrance to the caravan park to match the entry statement. The design and construction of a new metal entry sign for the Yealering Caravan Park, to match the town entry statement and Yealering Golf Club sign, has been funded by the Yealering Progress Association.

The application from the Yealering Progress Association does not meet the criteria as evidence of community support and detailed quotes have not been provided. The funding requested is greater than 1/3 of project cost and the organization has funding available to complete the proposed project. The ideas presented in the Yealering Progress Association application are worthwhile and are able to be completed as part of the general caravan park maintenance and the parks and gardens budgets.

Applicant 6	Wickepin District Sports Club
Purpose of Organisation	Overarching body for the Wickepin Tennis, Bowls and Golf Clubs.
Incorporated	Yes
Financial information attached:	Yes \$47,900 net equity
Previous funding:	\$ 2,810 in 2012/13
Purpose of funding:	Improvements to the Wickepin District Sports Club building including: safety rail on ramp, retaining wall and BBQ area at the tennis courts.
Alternative funding sought:	Volunteer labour will be provided. Fundraising will be used towards ongoing running cost of the club.
Support of members and general community e.g. letters of support or meeting minutes	Minutes of Wickepin District Sports Club meeting provided showing support from committee members and delegates.
Total project cost:	\$2,965.85
Funding requested:	\$2,165.85
Project budget and quotes supplied:	Yes

The Wickepin District Sports Club (WDSC) recently undertook a major upgrade of the Bowling Green surface and surrounds and have committed to repayments of a self supporting loan and will also contribute to a reserve fund to pay for a new green in future. The WDSC are keen to improve the safety of the sports club building and improve the amenities for members.

The application from the Wickepin District Sports Club meets all criteria except that except that funding requested is greater than 1/3 of project cost.

Applicant 7	Tincurrin P & C
Purpose of Organisation	Parents and Citizens to determine the needs and aspirations of the Tincurrin Primary School
Incorporated	Yes
Financial information attached:	Yes \$1,836
Previous funding:	\$1,080 in 2012/13 for mosaic
Purpose of funding:	Purchase a BBQ for the school and funding towards the catering for the 75th anniversary of the Tincurrin Primary School.
Alternative funding sought:	Tincurrin Primary School and volunteer labour
Support of members and general community e.g. letters of support or meeting minutes	Minutes of the P&C meeting and letter of support from the Principal of Tincurrin Primary School.
Total project cost:	\$2,150.00
Funding requested:	\$1,300.00
Project budget and quotes supplied:	Quote supplied for BBQ

The Tincurrin P&C will celebrate its 75th Anniversary in November 2013 and are looking to send out approximately 100 invitations. The P&C has a membership of 12 families and operate on very limited funds from fundraising. The current BBQ is approximately 25 years old and a new BBQ would be used by the P&C as well as the school and Tincurrin Tiny Tots which is also based at the school.

The Shire of Wickepin provided financial support to the Wickepin P&C (\$1,000) and Primary School (\$5,500) to support their school centenary celebrations in 2011. The application from the Tincurrin P&C meets all criteria except that funding requested is greater than 1/3 of project cost.

Applicant 8	Lake Yealering Bowling Club
Purpose of Organisation	Getting people involved with bowls, being active and socialising. Bringing the community together and attracting people to the town of Yealering.
Incorporated	Yes
Financial information attached:	Yes. Bowling Club has \$13,357 in the bank and a term deposit of \$23,469
Previous funding:	No
Purpose of funding:	New kitchen cabinets including wider bench tops, new double sink and sealed draws and cupboards
Alternative funding sought:	FRRR Grant application was declined
Support of members and general community e.g. letters of support or meeting minutes	Project was discussed at committee meeting on 14th April and agreed by club members.
Total project cost:	\$9075.00 plus plumbing, electrical, tiling etc
Funding requested:	\$9,000.00
Project budget and quotes supplied:	Quote for kitchen cabinets supplied

The Yealering Bowling Club currently has 15 members. Social bowls is played on weekends and the club participates in the Upper Great Southern Bowls League. The current kitchen is 45 years old and the replacement kitchen will have wider bench tops, new sink and mouse proof cupboards providing better facilities for bowls days, open days and the Community Christmas function.

The Shire of Wickepin has subsidised the payment of water charges for the Yealering Bowling Club to the value of \$2500 per annum since 2003 but has not provided the club with any Community Grant Funding. The application from the Yealering Bowling Club meets all criteria except that funding requested is greater than 1/3 of project cost. The Yealering Bowling Club was not successful in their attempt to obtain grant funding for the upgrade of the kitchen from other grant funding. The Yealering Bowling Club has committed to remove the old kitchen cabinets and purchase new appliances. The Club has significant funding reserves.

Applicant 9	Wickepin Volunteer Resource Centre
Purpose of Organisation	Provides information, advice and support to volunteers and community groups in the Wickepin Shire. Also assists with placing volunteers in positions that suit their time commitments and interests.
Incorporated	Yes
Financial information attached:	Yes \$14,700
Previous funding:	\$1500 in May 2013 for Emergency Services Volunteer Function
Purpose of funding:	Event Sponsorship for 2013 Christmas event.
Alternative funding sought:	Department of Communities - Thank a Volunteer Grant. VRC will also approach the Albert Facey Homestead, Facey Group, Watershed News Inc and other local community groups and businesses to contribute to one large Christmas function instead of several smaller ones.
Support of members and general community e.g. letters of support or meeting minutes	Proposal to hold a combined Christmas event similar to the 2010 event was discussed at the Wickepin Community Resource Centre meeting in 2012 and received support from the committee. Strong community support for the 2010 combined Christmas event was received. No evidence of support for 2013 event from community groups and businesses.
Total project cost:	\$6,980.00
Funding requested:	\$2,480.00
Project budget and quotes supplied:	Detailed budget provided with estimates for expenses.

The Wickepin Volunteer Resource Centre (VRC) is run under the auspices of the Wickepin Community Resource Centre and has one paid staff member. The Wickepin VRC has hosted several successful events and functions in the Shire of Wickepin since 2010 including the; Thank a Volunteer events, 2010 Christmas Bash, Hullabaloo and co-ordinated the volunteers for the Wickepin Primary School Centenary.

The Wickepin VRC proposes to hold a combined Christmas function in 2013, similar to the 2010 event, instead of individual groups hosting their own individual functions. The VRC will co-ordinate the event and hopes that the Community Christmas Tree can be combined with the Shire of Wickepin, Albert Facey Homestead and Facey Group Christmas parties as well as those held by local business and sporting groups.

The combined Christmas Party held in 2010 formed part of a suite of community events that were funded by the Department of Agriculture and Food - Dry Season Assistance Scheme and received strong community support. A total of \$4,800 was spent on Christmas parties in the towns of Wickepin, Yealering and Harrismith in December 2010.

The Wickepin VRC hopes to obtain funding from the Department of Communities, Albert Facey Homestead, Watershed News Inc, Facey Group and local businesses in addition to its own funds and in kind support from the Wickepin Community Resource Centre. The contribution requested by the Wickepin VRC towards a combined Christmas Party is significantly greater than the average annual cost of approximately \$1,000 for a separate Shire of Wickepin Christmas function.

The application from the Wickepin Volunteer Resource Centre acknowledges strong community support for the previous combined Christmas party held in 2010, however no evidence of support from other local groups and businesses is provided with the funding application. No decision has been made by the Shire of Wickepin as to whether to endorse the concept of a combined Christmas Party or whether to host a separate Christmas Party for staff and elected members.

Statutory Environment: *Local Government Act 1995.*

Policy Implications:

Shire of Wickepin Policy F 3.2

Distribution of Funds to Community and Sporting Bodies

A budget provision of 2.5% of the previous year's levied rates to be provided for in each year to distribute to community and sporting organisations upon application to the council.

The following guidelines for distribution of funds to community and sporting bodies are to apply.

Fund Objective:

Funds from the council may be made available for the following purpose:

Establishment or improvement of playing areas or buildings necessary for the conduct of sport or for community use, to assist community groups in establishing a service or activity seen as a need for the betterment of and improvement to the enjoyment of life within the community.

Application Procedure:

- a. Application for funding close at the council Office on 30 April to be considered in the following financial year.
- b. Applications should only be made when the applicant group is confident that all the cash that the applicant proposes to contribute will be readily available if a grant is approved.

Limitations:

- a. Funds not to be used for equipment, trophies, prizes or expenses (including loan repayments) incurred in the conduct of the sport or in community activities.
- b. Community and Sporting bodies must submit an application where eligible, for Ministry for Sport and Recreation or other governmental grant aid, for assessment by the committee.
- c. Council's general philosophy is to fund $\frac{1}{3}$ of the total project cost. It is anticipated that the applicant group will contribute $\frac{1}{3}$ and will obtain grant funding or some other kind of funding for the remaining $\frac{1}{3}$. Voluntary labour and equipment may be included in the applicant's contribution subject to point.
- d. Council employees or equipment may be used in lieu of a cash contribution from council.
- e. Council reserves the right for the Chief Executive Officer or his/her delegate to carry out an inspection of the project at any time prior to and at completion of the project.

Voluntary Contributions:

The value of work undertaken by volunteers can be included in the local contribution but this value may not exceed one third of the completed value of the project. The voluntary work should be described and valued at the rate of \$20.00 per hour.

1. General Guidelines:

- a. All applications must be on the appropriate form.
- b. Applications must be submitted no later than 30 April each year for funds over \$2,000.
- c. Applications must be supported by two written quotes for materials or other goods included in the funding submission.
- d. Applications will be acknowledged by council.
- e. Council reserves the right to consider and allocate funds without the right of appeal.
- f. Council reserves the right to request further information on demand.
- g. All monies allocated must be spent and claimed by 30 June in the financial year for which it was allocated.
- h. No project requiring funding shall commence without the written consent of council.
- i. Money granted must be spent on the project allocated.
- j. No money will be allocated for completed projects.

- k. Council reserve the right to inspect reserves and buildings without prior notification to the respective committee.
- l. Council may consider applications from community groups other than sporting bodies.
- m. Applications will be considered at council's sole discretion.
- n. Any unspent allocation will not be carried over to the next budget year.
- o. Council reserves the right to set aside large projects as longer term budget items to be funded over more than one year.

Financial Implications:

Council may endorse funding of \$31,900 being 2.5% of the 2012/13 levied rates. Sponsorship of \$1,600 has already been approved by Council in the 2013/14 budget period leaving an amount of \$30,300 available for distribution. Any unspent allocation will not be carried over to the next budget year.

Strategic Implications:

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.

Recommendations:

1. That Council fund the application from the Wickepin Triathlon Committee for \$2,411 towards safety equipment for 2014 triathlon.
2. That Council fund the application from the Wickepin Playgroup for \$2,500 toward the purchase of playground equipment.
3. That Council fund the application for funding from Watershed News Inc for \$2,000 towards the purchase of a new photocopier. Further that an agreement is negotiated with the Watershed News Inc regarding the Shire of Wickepin contribution to ongoing production costs of the community newspaper and requirement that profit from advertising in the Watershed News is to be used to fund future equipment replacement.
4. That Council fund to refurbish the toilet block at the Harrismith Cricket Club up to \$10,000 be set aside pending a more detailed assessment of the scope of work required and a more accurate estimate of the costs involved.
5. That Council not fund the application from the Yealering Progress Association for improvements to the Yealering Caravan Park as part of the Community Grant Funding. Further that the Manager of Works and Shire of Wickepin gardeners liaise with the Yealering Progress Association and Yealering Caravan Park Manager to undertake proposed improvements to the Yealering Caravan Park including: fencing off lawn area, removing old brick BBQ, replacing plants along road and moving sign at front entrance to side of ablution block as part of general maintenance and improvement of the Yealering Caravan Park.
6. That Council fund the application from the Wickepin District Sports Club for \$2,165 towards the installation of a safety rail on the entry ramp and a retaining wall and BBQ area at the tennis courts.
7. That Council fund the application from the Tincurrin P & C of \$1300 towards the purchase of a new BBQ and catering for the 75th anniversary of the Tincurrin School function to be held in November 2013.
8. That Council fund the application for funding from the Yealering Bowling Club of \$6,000 towards the purchase of new kitchen cabinets. This amount is less than the requested amount of \$9,000 as the Yealering Bowling Club has adequate funding to complete the project with its own resources. Yealering Bowling Club to be responsible for the removal of old cabinets, new appliances, all plumbing, electrical and tiling expenses as well as any repainting or repairs to the floor following installation.

9. That Council fund the application for funding from the Wickepin Volunteer Resource Centre for \$2,000 towards the catering and drinks for a combined Christmas party to be held in December 2013 on the condition that further discussion on the concept is undertaken with local community groups and businesses and that strong support is demonstrated. This amount is less than the \$2,480 requested as funding for wages to organize the event is not supported, although in kind labour contribution may be provided by Shire of Wickepin staff.

2013/14 Community Grant Funding Summary	
Wickepin Triathlon Committee	\$2,411
Wickepin Playgroup	2,500
Watershed News Inc	2,000
Harrismith Dudinin Cricket Club	10,000
Yealering Progress Association	
Wickepin District Sports Club	2,165
Tincurrin P & C	1,300
Lake Yealering Bowling Club	6,000
Wickepin Volunteer Resource Centre	2,000
Total	\$28,376

Statutory Environment: *Local Government Act 1995.*

Voting Requirements: Simple majority.

Council felt that certain items should be dealt with as a separate resolutions.

Council felt that the word 'fund' should be replaced with 'place in the budget estimates'.

Resolution No 190613-09

Moved Cr Hinkley / Seconded Cr Russell

That Council place in the budget estimates the application from the Wickepin Triathlon Committee for \$2,411 towards safety equipment for 2014 triathlon.

That Council place in the budget estimates the application from the Wickepin Playgroup for \$2,500 toward the purchase of playground equipment.

That Council place in the budget estimates to refurbish the toilet block at the Harrismith Cricket Club up to \$10,000 be set aside pending a more detailed assessment of the scope of work required and a more accurate estimate of the costs involved.

That Council place in the budget estimates the application from the Tincurrin P & C of \$1300 towards the purchase of a new BBQ and catering for the 75th anniversary of the Tincurrin School function to be held in November 2013.

That Council place in the budget estimates the application for funding from the Wickepin Volunteer Resource Centre for \$2,000 towards the catering and drinks for a combined Christmas party to be held in December 2013 on the condition that further discussion on the concept is undertaken with local community groups and businesses and that strong support is demonstrated. This amount is less than the \$2,480 requested as funding for wages to organize the event is not supported, although in kind labour contribution may be provided by Shire of Wickepin staff.

Carried 8/0

4.31pm - Cr Astbury departed the Chambers due to declaring a financial interest – President of the Wickepin District Sports Club.

Resolution No 190613-09

Moved Cr Lansdell / Seconded Cr Coxon

That Council place in the budget estimates the application from the Wickepin District Sports Club for \$2,165 towards the installation of a safety rail on the entry ramp and a retaining wall and BBQ area at the tennis courts.

Carried 7/0

4.32pm - Cr Astbury returned to the Chambers.

4.32pm - Cr Coxon departed the Chambers due to declaring a financial interest – President of Lake Yealering Bowling Club.

4.32pm - Cr Allan departed the Chambers due to declaring a financial interest – Treasurer of Lake Yealering Bowling Club.

Resolution No 190613-10

Moved Cr Russell / Seconded Cr Easton

That Council place in the budget estimates the application for funding from the Yealering Bowling Club of \$6,000 towards the purchase of new kitchen cabinets. This amount is less than the requested amount of \$9,000 as the Yealering Bowling Club has adequate funding to complete the project with its own resources. Yealering Bowling Club to be responsible for the removal of old cabinets, new appliances, all plumbing, electrical and tiling expenses as well as any repainting or repairs to the floor following installation.

Carried 6/0

4.33pm - Cr Coxon returned to the Chambers.

4.33pm - Cr Allan returned to the Chambers.

Resolution No 190613-11

Moved Cr Hinkley / Seconded Cr Lansdell

That Council not place in the budget estimates the application from the Yealering Progress Association for improvements to the Yealering Caravan Park as part of the Community Grant Funding. Further that the Manager of Works and Shire of Wickepin gardeners liaise with the Yealering Progress Association and Yealering Caravan Park Manager to undertake proposed improvements to the Yealering Caravan Park including: fencing off lawn area, removing old brick BBQ, replacing plants along road and moving sign at front entrance to side of ablution block as part of general maintenance and improvement of the Yealering Caravan Park.

Carried 8/0

Resolution No 190613-12**Moved Cr Hinkley / Seconded Cr Russell**

That Council not place in the budget estimates the application for funding from Watershed News Inc for \$2,000 towards the purchase of a new photocopier. Further that an agreement is negotiated with the Watershed News Inc regarding the Shire of Wickpin contribution to ongoing production costs of the community newspaper and requirement that profit from advertising in the Watershed News is to be used to fund future equipment replacement.

Carried 8/0

The resolution differs from the Officers Recommendation as Council felt that this application needed further information.

Governance and Community Services

10.2.06 – Exemption to keep more than two (2) dogs at lot

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: Mark J Hook, Chief Executive Officer
File Reference: 602
Author: Mark J Hook, Chief Executive Officer
Disclosure of any Interest: Nil
Date of Report: 5 June 2013

Enclosure / Attachment: Letter received from Mrs Judy Bransby

Background:

Council has received an application from Mrs Judy Bransby requesting an exemption to keep four (4) Dogs on their property at Wickepin.

SHIRE OF WICKEPIN			
DATE RECEIVED:			
ACTION:		CEO	
REPLY:		FINANCE	
INFO BTN		ESD	
AGENDA:		MGR WKS	
PRES/CRD		BHO	
FILE NO:	602	CDO	

P.O. Box 139,
Wickepin
29th May 2013

CEO
Shire of Wickepin
Wogolin Road
Wickepin

Dear Mark,

I am writing to ask if it is please possible for us to have 4 dogs in our yard.

I arrived here 12 months ago with 1 dog but became very ill. Doctors advised someone to move in with me. So Peter moved here last July bringing his 2 dogs. A few months ago my grandson came to live with his grandfather. He brought his dog with him. I badly need help so am asking for this plea to the Shire to be passed for my sake.

Yours faithfully
Judy Bransby

TAG NO	DOG	BREED	MARKINGS COLOUR	OWNER	EXPIRY
16001	Dexter	Maltese X Shitzu	Brown White Black Streaks	Judy Bransby	21/10/2015
0600028	Chloe	Maltese Terrier X	White	Peter Bransby	31/10/2014
0600029	Bella	Maltese Terrier X	White	Peter Bransby	31/10/2014
14010	George	Maltese Terrier X	White	Judy Bransby	31/10/2014

Comment:

There has been no formal complaints relating to this property and the yard is well fenced. The dogs do wander Wickepin Street on a regular basis but do not cause any major issues. All of the dogs are of a small breed and are registered with the Shire of Wickepin.

Officers are in support of the application of allowing 4 dogs at 31 Wickepin Street, Wickepin as the residence is capable of housing this number of dogs and it has a reasonable level of fencing.

Statutory Environment: Nil

Policy Implications:

Council currently has no policy in relation to the number of dogs at a residence but it is in the process of reviewing the Policy and procedures in relation to number of dogs allowed to be kept at any given residence.

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested allow four (4) dogs to reside at 41 Wickepin Street Wickepin WA 6370.

Recommendation:

That Mrs Judy Bransby and Mr Peter Bransby are allowed to keep four (4) dogs at 41 Wickepin Street Wickepin WA 6370 subject to the following conditions:

1. It applies only to the following dogs

TAG NO	DOG	BREED	MARKINGS COLOUR
16001	Dexter	Maltese X Shitzu	Brown White Black Streaks
0600028	Chloe	Maltese Terrier X	White
0600029	Bella	Maltese Terrier X	White
14010	George	Maltese Terrier X	White

2. That the dogs do not cause a nuisance
3. If the dogs create a nuisance, Council reserves the right to cancel the authorisation to keep 4 dogs at 41 Wickepin Street WA.

Voting Requirements: Absolute majority

Resolution No 190613-13**Moved Cr Astbury / Seconded Cr Eason**

That Mrs Judy Bransby and Mr Peter Bransby are allowed to keep four (4) dogs at 41 Wickepin Street Wickepin WA 6370 subject to the following conditions:

1. It applies only to the following dogs

TAG NO	DOG	BREED	MARKINGS COLOUR
16001	Dexter	Maltese X Shitzu	Brown White Black Streaks
0600028	Chloe	Maltese Terrier X	White
0600029	Bella	Maltese Terrier X	White
14010	George	Maltese Terrier X	White

2. That the dogs do not cause a nuisance
3. If the dogs create a nuisance, Council reserves the right to cancel the authorisation to keep 4 dogs at 41 Wickepin Street WA.

Carried 8/0

Governance and Community Services**10.2.07 – Review of Delegations from Council to Chief Executive Officer**

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	1300
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	5 June 2013

Enclosure / Attachment: Current Register of Delegations (under separate cover).

Background:

Council in accordance with *Section 5.46 of the Local Government Act* is required to review all delegations to the Chief Executive Officer excluding those in section 5.43 of the Act.

Comment:**Local Government Act 1995****Part 5-Administration****Division 4-Local Government Employees****5.43. Limits on Delegations to Chief Executive Officer;**

A local government cannot delegate to a Chief Executive Officer any of the following powers or duties;

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (h) any power or duty that requires the approval of the Minister or the Governor; or
- (i) such other powers or duties as may be prescribed.

[Section 5.43 amended by No. 49 of 2004 s. 16(3) and 47.]

The following is a list of powers and duties that are currently delegated to the Chief Executive Officer or other senior officer:

- A1 Cheque Signing and account authorisation
- A2 Septic tank application approvals
- A3 Building approvals
- A4 Roadside advertising
- A5 Application for planning consent
- A6 Appointment and termination of staff
- A7 Rates recovery – installment payments
- A8 Issue of orders
- A9 Legal advise
- A10 Permits to use explosives
- A11 Street Stalls
- A12 Liquor consumption on shire owned property
- A13 Hire of Community Halls/Community Centre

The Chief Executive Officer is currently undertaking a review of the whole Policy Manual with the Shire of Wickepin Governance, Audit and Community Services Committee. There are a number of policies that complement the list of delegations and any new delegations from the reviewed Policy Manual will be taken to the Governance Committee meeting for discussion and eventually adoption.

There have been no changes to the existing delegation register as part the review of the delegation register for 2012/13. The delegation register will be fully reviewed once Council has adopted the new Policy Manual.

Statutory Environment:

Compliance with the provisions of the *Local Government Act 1995 – Section 5.46*

To comply with the *Local Government Act 1995* Council needs to adopt the reviewed delegation register as attached under separate cover.

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.

Policy Implications:

There are a number of Council policies that complement the list of delegations. Council can delegate whatever power or duty it wishes to the Chief Executive Officer, provided that power or duty is not specifically excluded under section 5.43 of the *Local Government Act 1995* (as amended)

Financial Implications: Nil

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

Summary:

Council is being requested to adopt the reviewed delegation register as at the 5 June 2013.

Recommendation:

That council adopts Shire of Wickepin Delegations Register as reviewed at its ordinary meeting on 19 June 2013.

Voting Requirements:

Absolute majority

Resolution No 190613-14**Moved Cr Lansdell / Seconded Cr Coxon**

That council adopts Shire of Wickepin Delegations Register as reviewed at its ordinary meeting on 19 June 2013.

Carried 8/0

Governance, Audit & Community Services

10.2.08 – Dryandra Country Visitor Centre - Delegate Association

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Dryandra Country Visitor Centre
File Reference:	217
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	5 June 2013

Enclosure / Attachment: Nil

Background:

As a present stakeholder to the Dryandra Country Visitor Centre, Council has an automatic representation to the Dryandra Country Visitor Centre Committee, as stated in the *Dryandra Country Visitor Centre Constitution Section 7.0 (i)* "One nominated Councillor or representative from each of the local government constituent bodies shall automatically be members of the committee"

Comment:

The Dryandra Country Visitor Centre has written to Council advising that their current records do not record the Shires representative to the Dryandra Country Visitor Centre Committee, and they are requesting that Council advise them of Councils representative to the Dryandra Country Visitor Centre.

The Chief Executive Officer did request Council to nominate a couple of Councillors to attend the Dryandra Country Visitor Centre meeting to be held on 6 June 2013 and Councillor Astbury and Cr Lansdell did say they would attend the special meeting with the CEO .

It would appear that Council has not formally nominated a Council representative to this committee since the resignation of Councillor Bird.

As Council normally chooses all of its nominations to all Council committees after the Council Elections every second year, the nomination to this committee will only be until the November 2013 meeting, where Council will nominate all Councillors and Community Representatives on Council Committees and other committees where they would be representing the Shire of Wickepin.

Statutory Environment: *Local Government Act 1995*
Dryandra Country Visitor Centre Constitution Section 7.0 (i)

Policy Implications: Nil

Financial Implications: Cost of travel to attend meetings.

Strategic Implications: Nil

Summary:

Council is being requested to appoint a delegate to the Dryandra Country Visitor Centre Committee

Recommendation:

That Council Nominate Councillor _____ or _____ as a community representative to the Dryandra Country Visitor Centre Committee until the Councils normal appointment process for all Councillors and Community Representatives on Council Committees and other committees where they would be representing the Shire of Wickepin after the October 2013 Local Government Elections.

Voting Requirements: Simple Majority

Resolution No 190613-15**Moved Cr Martin / Seconded Cr Easton**

That Council Nominate Councillor Astbury as a community representative to the Dryandra Country Visitor Centre Committee until the Councils normal appointment process for all Councillors and Community Representatives on Council Committees and other committees where they would be representing the Shire of Wickepin after the October 2013 Local Government Elections.

Carried 8/0

Governance, Audit & Community Services

10.2.09 – Tincurrin Hall Upgrade

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Nil
File Reference:	569 / 1207 / 1208
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	5 June 2013

Enclosure / Attachment: Nil

Background:

Council budgeted in the 2012/13 budget for the replacement of the Tincurrin Hall exterior weather boards as part of the 2012/13 CLGF Individual component but this altered as the FAAA agreed to by the Regional Department of Lands was as per Council resolution passed on 21 November 2012.

Resolution No 21112-15

Moved Cr Allan / Seconded Cr Russell

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

1. Redevelopment Wickepin Cemetery
2. Town Site Redevelopment Yealering
3. Yarling Estate land development

Comment:

Following is a report from Councils Building Surveyor in relation to the Tincurrin Hall.

I inspected the Tincurrin Hall on the 15/5/2013 to ascertain the items that require replacement and the cost of these items.

I have tabled the items as follows:

Item	Current Material	Replacement Material	Legislation	Estimated Cost	Author's Comment
Roof Material	Custom orb Galvanized Iron	Custom orb Zincalum or Colorbond, Colorbond gutters and downpipes	Building Act, Building Code of Australia & Timber Framing Codes for tie downs and any required repairs to timber roof structure, Work Safe as scaffolding is required	\$40,000.00	Poor condition with many unsealed areas
Wall Cladding	Timber Weatherboards	Custom orb Zincalum or Colorbond	Timber Framing Code for repairs to wall framing to comply with new standards, Insulation and repairs to wall frame	\$30,000.00	Poor condition with many unsealed areas
Internal walls and ceilings	Asbestos wall & ceiling	Gyprock walls and ceiling in the Lesser hall. Main hall ceiling. Kitchen walls to above dado height and ceiling. Passage walls & ceiling between stage and kitchen wall. Ceiling in passage on the other side of the stage.	Health(Asbestos) Regulations Only a health issue if broken or worn	\$50,000.00	One asbestos sheet in the passage between the stage and kitchen is broken which requires urgent replacement. Replacement of all only if above items is carried out first. Future legislation may require all asbestos material in Public Buildings to be remove

<i>Electrical</i>	<i>Switch Board and electrical wiring</i>	<i>Switch Board and electrical wiring</i>	<i>Electrical Regulations</i>	<i>\$8,000.00</i>	<i>This is an estimate only. To get a better indication an electrical contractor would need to look at the job</i>
<i>Plumbing</i>	<i>No sanitary pipes to the septic tank from the kitchen sink</i>	<i>New sanitary pipe from the kitchen sink to the septic tank</i>	<i>Health Act and Plumbing Code</i>	<i>\$2,000.00</i>	<i>Will need a thorough inspection of the septic tanks and leach drains to ensure they are satisfactory to last long term</i>
<i>Metter's wood copper and matters wood stove</i>	<i>Metter's wood copper and matters wood stove</i>	<i>New oven and electric hot water system</i>	<i>Health Act – need hot water to the sink.</i>	<i>\$5,000.00</i>	<i>To bring up to current standards and expectations.</i>
<i>Sand and seal all tongue & groove flooring</i>	<i>Tongue & groove flooring</i>	<i>N/A</i>	<i>None</i>	<i>\$10,000.00</i>	<i>Not to be done until all previous items completed</i>
<i>Painting</i>	<i>All internal surfaces, Exterior doors and frames and the toilet facilities</i>	<i>Repairs to walls, door frames, doors</i>	<i>None</i>	<i>\$30,000.00</i>	<i>Not to be done until all previous items completed</i>
<i>Total</i>				<i>\$175,000.00</i>	

The upgrade to the Tincurrin Hall is also in the 2012 to 2017 Shire of Wickepin Capital Works Plan.

As the CEO is in the process of reviewing this plan ready for adoption at the July 2013 Council meeting, discussion needs to be held whether this item stays in the Forward Capital Works Plan and the 2013/2014 budget Estimates.

At the moment the 2013/14 DRAFT budget estimates show the following for the Tincurrin Hall as a brought forward figure from the 2012/2013 Budget Estimates .

CLPH3 Tincurrin Hall – Re-plank	FCWP 2012/13	\$50,000
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If Council wishes to upgrade this hall the costs in the budget should be

CLPH3	Tincurrin Hall	
2013/2014	Replace Roof and re-plank exterior with custom Orb or colorbond	\$70,000
2014/2015	Upgrade internal Walls with Byrock remove Asbestos repair	
	Electrical and plumbing	\$60,000
2015/2016	Replace Metter's wood stove sand and seal flooring	
	Paint all internal surfaces	\$45,000
TOTAL		\$175,000

The Tincurrin people have advised the CEO after a meeting at the Tincurrin Hall back in April 2012 that they feel this building is an important part of their Community and would like Council to upgrade the hall back to a use full state.

Council is currently under taking the process of a full Asset Management Plan with training on Asset Management Plans as part of the June 2013 Forum Session. This will also discuss and raise the issues of looking at the whole of life costing and issue when it comes to Councils assets such as the Tincurrin Hall.

This also covers the annual maintenance costs that need to be included in Councils budgets for the overall maintenance of the newly upgraded building.

Councils Strategic Plan states that:

The Shire is building on a successful history of community engagement to ensure that the community can grow and thrive as a vibrant and attractive place to live, work and visit. Developing our aspirations and plans for the future will shape the delivery of services to the community and the direction of economic development. This integration of community aspiration and service delivery is called the Integrated Planning and Reporting Framework (IPR). This will ensure that the Shire policies and services are aligned to the community's aspirations.

Council may wish to consider putting the upgrade of the Tincurrin Hall out for community consultation and comment with submissions closing on close of business at the Shire of Wickpin Offices on 12 June 2013.

This gives the community a comment time of 15 working days only, but would ensure that the Shire policies and services are aligned to the community's aspirations.

The advertising time for community comment has been set to only 15 days to allow for the matter to be included in the 17 July 2013 Council Meeting Agenda and the review of Councils Strategic Plan and Budget Estimates deliberations for the 2013/14 Financial Year.

Statutory Environment:

Forward Capital Works Plan 2012/2017 adopted 25 November 2012 Page 14.

CLGFL – Asset Upgrade – Tincurrin Town Hall Upgrade	\$50,000
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Local Government Act 1995

5.56. *Planning for the future*

(1) *A local government is to plan for the future of the district.*

(2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

[Section 5.56 inserted by No. 49 of 2004 s. 42(6).]

[5.57, 5.58. Deleted by No. 49 of 2004 s. 42(6).]

19DB. Transitional provisions for plans for the future until 30 June 2013

(1) *In this regulation —*

former regulation 19C means regulation 19C as in force immediately before 26 August 2011 and continued under subregulation (2);

former regulation 19D means regulation 19D as in force immediately before 26 August 2011;

plan for the future means a plan for the future of its district made by a local government in accordance with former regulation 19C.

(2) *Except as stated in this regulation, former regulation 19C continues to have effect on and after 26 August 2011 until this regulation expires under subregulation (7).*

(3) *A local government is to ensure that a plan for the future applies in respect of each financial year before the financial year ending 30 June 2014.*

(4) *A local government is not required to review a plan for the future under former regulation 19C(4) on or after 26 August 2011.*

(5) *If, for the purposes of complying with subregulation (3), a local government makes a new plan for the future, local public notice of the adoption of the plan is to be given in accordance with former regulation 19D.*

(6) *If a local government modifies a plan for the future under former regulation 19C(4), whether for the purposes of complying with subregulation (3) or otherwise —*

(a) *the local government is not required to comply with former regulation 19C(7) or (8) in relation to the modifications of the plan; and*

(b) *local public notice of the adoption of the modifications of the plan is to be given in accordance with former regulation 19D.*

(7) *This regulation expires at the end of 30 June 2013.*

[Regulation 19DB inserted in Gazette 26 Aug 2011 p. 3485-6.]

Policy Implications: Nil

Financial Implications: Cost of upgrading the Tincurrin Hall over the three budgets is \$175,000.

Strategic Implications:

The themes formed from the community engagement process include:

(1) To Develop and Maintain Quality Services and Infrastructure:

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

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 to place the upgrade of the Tincurrin Hall into the 2013/2018 Forward capital Works Plan and the 2013/14 Budget Estimates

Recommendation:

That Council advertise the upgrade of the Tincurrin Hall for public comment with submissions closing on close of business Friday the 12 July 2013.

Voting Requirements: Simple majority

Resolution No 190613-16**Moved Cr Hinkley / Seconded Cr Russell**

That the CEO obtains three (3) quotes on current scope of works for the Tincurrin Hall and include renovations to the toilets and upgrading of leach drains and septic tank.

Carried 8/0

The resolution differs from the Officers Recommendation as Council felt that the CEO should obtain quotes for the Tincurrin Hall including toilets and plumbing.

Governance, Audit & Community Services

10.2.10 – 2013 Amendments to the Constitution of the Western Australian Local Government Association

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	1315
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	4 June 2013

Enclosure / Attachment:

A mark-up version of the Constitution, which details the proposed amendments, is attached for Councils Information.

Background:

In accordance with Clause 29 of the *Western Australian Local Government Association (WALGA) Constitution*, WALGA have formally given notice that at the 7 August 2013 Annual General Meeting (AGM) of the Association a motion to amend the WALGA Constitution will be put to delegates as an item of business. A full report will be included in the AGM agenda papers.

The proposed amendments to the Constitution relate to the following two (2) issues;

- State Council Commencement Date
- Impacts of Amalgamation – Ability for Commissioners to represent State Council

Comment:

Council needs to choose the voting delegate to the Annual General Meeting (AGM) of WALGA. The President Councillor Steven Martin and the Chief Executive Officer are the only persons attending Local Government Week and the WALGA AGM.

The Association had been requested by the Great Eastern Country Zone to consider amending the WALGA constitution as it relates to the commencement date for the formation of the new State Council.

It has been suggested that it would be easier and less confusing if the new State Council commenced at the first meeting following the Local Government Elections (October).

The reasoning for the delay in the past was to allow Councils enough time to nominate their delegates to the Zone and then the Zones to nominate their delegate to State Council. This was of particular importance where Local Governments had a number of newly elected councillors.

Currently, a State Councillors term commences at the March meeting. If this amendment is successful the first State Council meeting after the elections would be in December with the Zone meetings held in November. The timeframes would require nominations to be addressed prior to the November Zone meetings.

Impacts of Amalgamation – Ability for Commissioners to represent State Council.

Concern had been raised by Zone Delegates as to whether they have continuing rights and membership during transitional phases where mergers may occur between Local Governments. The question was raised by a Zone Delegate in response to a proposal for a voluntary amalgamation between three local governments. As

Commissioners are responsible for administering a new Council during the transitional phase, the question was whether the new Council was eligible for membership of WALGA, representation on State Council, and the legal position of the Commissioners administering the Council.

Legal advice was sought by WALGA. As a result amendments to the Constitution have been proposed to take into account the recognition of the legal position of the new Councils and Commissioners that may be formed as a result of a merger.

State Council considered the proposed amendments at a Special Meeting of State Council held on 30 May 2013 and unanimously resolved to amend the Constitution. State Council's resolution's follows:

1. That the Constitution be amended as follows:

In clause 9, amend the commencement and conclusion date for State Councillors' term of office by amending sub-clause (3) to read:

"Representatives and deputy representatives to the State Council shall be elected by Zones of the metropolitan and country constituencies from amongst the delegates to the Zones for a term commencing on the day of the first Ordinary Meeting of State Council immediately following the biennial Local Government elections and concluding on the day before the first Ordinary Meeting of State Council of the following biennial Local Government elections."

2. If this proposed amendment is successful at the August 2013 Annual General Meeting, the current term of State Council be reduced to end on 3 December 2013.

3. in clause 2: Insert a new definition of Commissioner –

"Commissioner means a Commissioner appointed to a Local Government under sections 2.6(4) or 2.36A (3) of the Local Government Act 1995."

4. In clause 2 amend the definition of Councillor by inserting after the words "elected by electors" –

"and includes a Commissioner appointed under section 2.6(4) or section 2.36A(3) of the Local Government Act 1995."

5. Amend the definition of Member by inserting after the words "sub-clause 14(2)" –
"; or

A new Council created pursuant to a merger or amalgamation of existing Councils that were Ordinary Members of the Association prior to the merger or amalgamation."

6. Amend the definition of Ordinary Member by inserting after "provisions of this Constitution" –

"and includes a new Council created pursuant to a merger or amalgamation of existing Councils that were Ordinary Members of the Association prior to the merger or amalgamation."

7. In clause 5 insert a new clause (3) as follows –

“Ordinary Membership shall be immediately conferred upon any new Council created by the merger of existing Councils that were Ordinary Members of the Association prior to the merger, provided that all membership fees and subscriptions owed to the Association up to the date of merger by the predecessor Councils of that new Council have been paid.”

All subsequent subclauses are renumbered.

8. In clause 14 paragraph (4a)(b) delete the words “who elected or appointed the person as its delegate.”
9. Clause 20(b) delete the words “who elected or appointed the person as its delegate.”

Statutory Environment: Local Government Act 1995

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Summary: Nil

Recommendation:

1. That Council Voting delegates to the Western Australian Local Government Association Annual General Meeting to be held at the Perth Convention Exhibition Centre on Wednesday 7th August 2013 be:
 - President Cr Steven J Martin JP
 - CEO Mr Mark J Hook
2. That the Shire of Wickpin agrees to the WALGA Constitution being amended as follows:

In clause 9, amend the commencement and conclusion date for State Councillors' term of office by amending sub-clause (3) to read:

“Representatives and deputy representatives to the State Council shall be elected by Zones of the metropolitan and country constituencies from amongst the delegates to the Zones for a term commencing on the day of the first Ordinary Meeting of State Council immediately following the biennial Local Government elections and concluding on the day before the first Ordinary Meeting of State Council of the following biennial Local Government elections.”

If this proposed amendment is successful at the August 2013 Annual General Meeting, the current term of State Council be reduced to end on 3 December 2013.

In clause 2: Insert a new definition of Commissioner –

“Commissioner means a Commissioner appointed to a Local Government under sections 2.6(4) or 2.36A (3) of the Local Government Act 1995.”

In clause 2 amend the definition of Councillor by inserting after the words “elected by electors” – “and includes a Commissioner appointed under section 2.6(4) or section 2.36A (3) of the Local Government Act 1995.”

Amend the definition of Member by inserting after the words “sub-clause 14(2)” –
“; or
A new Council created pursuant to a merger or amalgamation of existing
Councils that were Ordinary Members of the Association prior to the merger or
amalgamation.”

Amend the definition of Ordinary Member by inserting after “provisions of this Constitution” – and includes a new Council created pursuant to a merger or amalgamation of existing Councils that were Ordinary Members of the Association prior to the merger or amalgamation.”

In clause 5 insert a new clause (3) as follows –

“Ordinary Membership shall be immediately conferred upon any new Council created by the merger of existing Councils that were Ordinary Members of the Association prior to the merger, provided that all membership fees and subscriptions owed to the Association up to the date of merger by the predecessor Councils of that new Council have been paid.”

All subsequent subclauses are renumbered.

In clause 14 paragraph (4a)(b) delete the words “who elected or appointed the person as its

Clause 20(b) delete the words “who elected or appointed the person as its delegate.”

Voting Requirements: Simple Majority

Resolution No 190613-17

Moved Cr Asbury / Seconded Cr Lansdell

1. That Council Voting delegates to the Western Australian Local Government Association Annual General Meeting to be held at the Perth Convention Exhibition Centre on Wednesday 7th August 2013 be:

- President Cr Steven J Martin JP
- CEO Mr Mark J Hook

2. That the Shire of Wickepin agrees to the WALGA Constitution being amended as follows:

In clause 9, amend the commencement and conclusion date for State Councillors’ term of office by amending sub-clause (3) to read:

“Representatives and deputy representatives to the State Council shall be elected by Zones of the metropolitan and country constituencies from amongst the delegates to the Zones for a term commencing on the day of the first Ordinary Meeting of State Council immediately following the biennial Local Government elections and concluding on the day before the first Ordinary Meeting of State Council of the following biennial Local Government elections.”

If this proposed amendment is successful at the August 2013 Annual General Meeting, the current term of State Council be reduced to end on 3 December 2013.

In clause 2: Insert a new definition of Commissioner –

“Commissioner means a Commissioner appointed to a Local Government under sections 2.6(4) or 2.36A (3) of the Local Government Act 1995.”

In clause 2 amend the definition of Councillor by inserting after the words “elected by electors” – “and includes a Commissioner appointed under section 2.6(4) or section 2.36A (3) of the Local Government Act 1995.”

Amend the definition of Member by inserting after the words “sub-clause 14(2)” –
“; or

A new Council created pursuant to a merger or amalgamation of existing Councils that were Ordinary Members of the Association prior to the merger or amalgamation.”

Amend the definition of Ordinary Member by inserting after “provisions of this Constitution” – and includes a new Council created pursuant to a merger or amalgamation of existing Councils that were Ordinary Members of the Association prior to the merger or amalgamation.”

In clause 5 insert a new clause (3) as follows –

“Ordinary Membership shall be immediately conferred upon any new Council created by the merger of existing Councils that were Ordinary Members of the Association prior to the merger, provided that all membership fees and subscriptions owed to the Association up to the date of merger by the predecessor Councils of that new Council have been paid.”

All subsequent subclauses are renumbered.

In clause 14 paragraph (4a)(b) delete the words “who elected or appointed the person as its

Clause 20(b) delete the words “who elected or appointed the person as its delegate.”

Carried 8/0

Governance, Audit & Community Services

10.2.11 – Forward Capital Works Plan for 2013 to 2018

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	1207
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	11 June 2013

Enclosure / Attachment: Forward Capital Works Plan for 2013 To 2018

Background:

The plan has been developed to comply with the Department of Regional Development and Lands guidelines and as a pre-requisite for future Country Local Government Fund applications. Plant and equipment have not been included in this plan nor does the plan include any expenditure on infrastructure not owned by the Shire of Wickepin.

Comment:

Attached is the updated Forward Capital Works Plan for 2013 To 2018, which includes all the proposed 2013/2014 projects placed in the 2013/14 Budget Estimates.

The Forward Capital Works Plan for 2013 To 2018 also includes all the requests through out the previous financial year.

Statutory Environment: Local Government Act 1995

5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

6.2. Local government to prepare annual budget

2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —

- (a) the expenditure by the local government;
- (b) the revenue and income, independent of general rates, of the local government; and
- (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.

Local Government (Administration) Regulations 1996
Annual reports and planning
Part 5
Planning for the future
Division 3

19DB. Transitional provisions for plans for the future until 30 June 2013

- (1) *In this regulation —*
former regulation 19C means regulation 19C as in force immediately before 26 August 2011 and continued under subregulation (2);
former regulation 19D means regulation 19D as in force immediately before 26 August 2011;
plan for the future means a plan for the future of its district made by a local government in accordance with former regulation 19C.
- (2) *Except as stated in this regulation, former regulation 19C continues to have effect on and after 26 August 2011 until this regulation expires under subregulation (7).*
- (3) *A local government is to ensure that a plan for the future applies in respect of each financial year before the financial year ending 30 June 2014.*
- (4) *A local government is not required to review a plan for the future under former regulation 19C(4) on or after 26 August 2011.*
- (5) *If, for the purposes of complying with subregulation (3), a local government makes a new plan for the future, local public notice of the adoption of the plan is to be given in accordance with former regulation 19D.*
- (6) *If a local government modifies a plan for the future under former regulation 19C(4), whether for the purposes of complying with subregulation (3) or otherwise —*
(a) *the local government is not required to comply with former regulation 19C(7) or (8) in relation to the modifications of the plan; and*
(b) *local public notice of the adoption of the modifications of the plan is to be given in accordance with former regulation 19D.*
- (7) *This regulation expires at the end of 30 June 2013.*
[Regulation 19DB inserted in Gazette 26 Aug 2011 p. 3485-6.]

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Fits with Council Strategic Plan.

Summary:

Council is being requested to adopt the Shire of Wickpin Forward Capital Works Plan 2013 to 2018.

Recommendation:

That Council adopt the Shire of Wickpin Forward Capital Works Plan 2013 to 2018 as presented.

Voting Requirements: Absolute majority

Resolution No 190613-18**Moved Cr Lansdell / Seconded Cr Allan**

That Council adopt the Shire of Wickepin Forward Capital Works Plan 2013 to 2018 with the addition of the following;

- Community Resource Centre Upgrade
- CLGF – Asset Upgrade – Wickepin Community Centre Grounds Upgrade – Fencing Car Park from 14/15 to 13/14
- CLGF – Asset New – Heritage Trails from 13/14 to 14/15.

Carried 8/0

The resolution differs from the Officers Recommendation as Council felt that the Wickepin Community Centre Upgrade needed to be moved forward to 13/14 and the Heritage Trails could be moved back a year.

5.22pm - Cr Russell departed the Chambers due to declaring a proximity interest – Owner of adjoining lot.

Governance, Audit & Community Services

10.2.12 – Proposed Fixed Wireless Facility Lot 208, 17 Richter Street Wickepin

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	703, 1001
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 June 2013

Enclosure / Attachment:

Town Planning Application Daly International (Given to Council May 2013)

Attachment - Submission forms received are under separate cover

Background:

This report was presented to Council at the 15 May 2013 Ordinary Meeting of Council to allow Council to make the decision to put this Town Planning Application out for public comment.

The letter adopted by Council at its May 2013 Ordinary Meeting was sent to all 15 land owners plus the following Government Agencies, Department of Health, Department of Environment and Conservation and the Civil Aviation Safety Authority in a 300 metre radius of the proposed site for the NBN Tower.

Advertisements were also placed in the Narrogin Observer and the Watershed News; Council also placed a number of notices on the local notice boards around Wickepin.

Unfortunately, the first advertisement in the Watershed was left out in error by the editor, but it is the belief of the Chief Executive Officer that this has not disadvantaged anyone in Wickepin being able to forward a submission on the placement of the NBN Monopole in Wickepin.

The following figures shown are taken from all the submissions received up to 12 June 2013, to allow the Chief Executive Officer time to prepare and forward this report, all submissions received up to the closing date of 5:00pm 14 June 2013 will be tabled at the meeting by the Chief Executive Officer.

From the objections received, none require any further information from the applicants.

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

The following submissions were received by Council up to 12 June 2013;

NBN TOWER SUBMISSIONS RECEIVED 12/06/2013	Posted 300mtr Radius	Returned not at this address	support	indifferent	object	COMMENTS
WICKEPIN	15		1			No environmental impact anticipated
					1	Comments presented to Council by email 15th May 2013
					1	Letter presented to Council Meeting 15th May 2013, Additional letter attached to Agenda
					1	Letter presented to Council Meeting 15th May 2013, Additional letter attached to Agenda
					1	Young family within 50m of site wants tower 500m away
					1	Too close to property devalues house and family prospects
					1	As an artist would ruin scenery and noise would ruin peace. Tower would cause problems to flora and fauna. Devalue House and buildings.
					1	To close to house health issues with emissions expected, Other sites not chosen due to closeness to housing please consider us.
TOTAL	15	0	0	0	7	

The following submissions were received on or after Friday 14 June 2013:

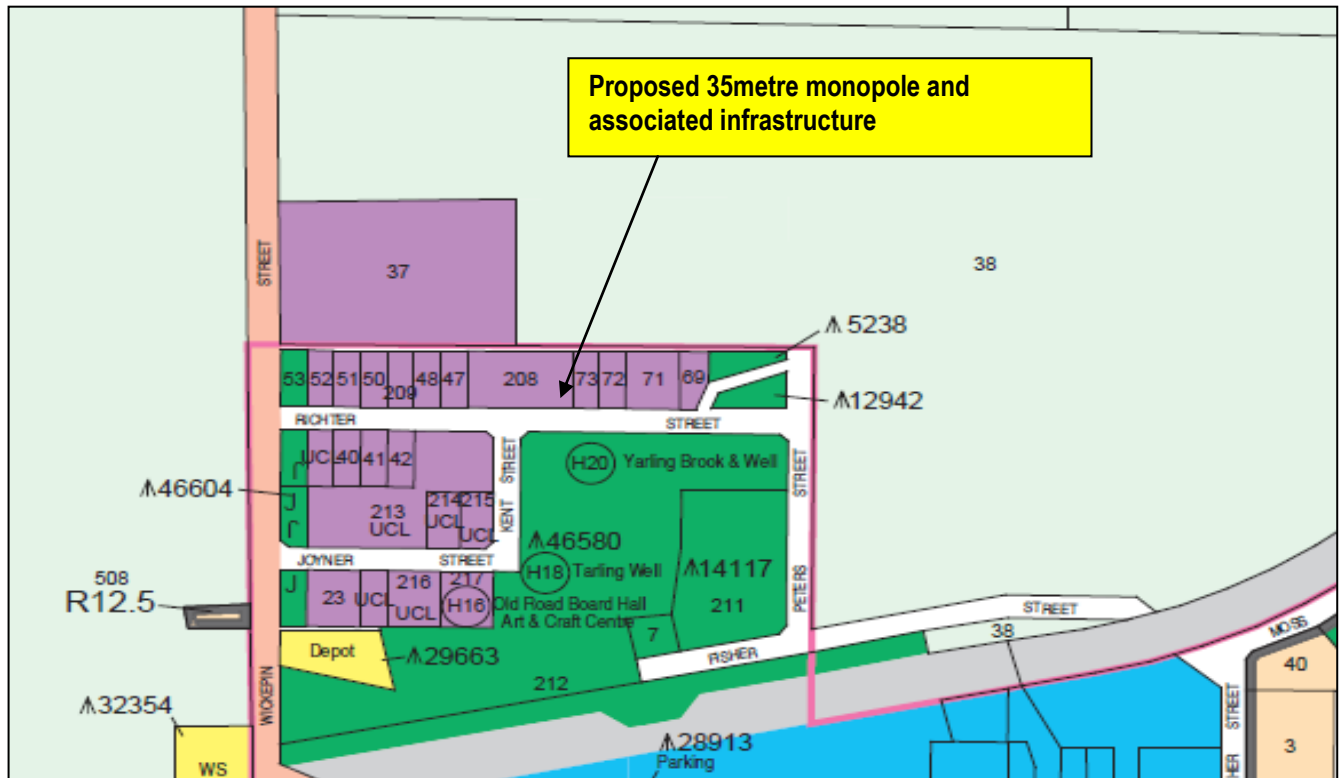
- Department of Health – No specific comment
- Civil Aviation Safety Authority – No specific comment
- Jackie O'Neill – Support
- Mavis McColl – Object
- Keith Bushby – Object.

Therefore, the totaled amount of submissions is as follows:

NBN TOWER SUBMISSIONS RECEIVED 12/06/2013	Posted 300mtr Radius	Returned not at this address	support	indifferent	object	COMMENTS
TOTAL	15	0	2	2	9	

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 Wickpin WA 6370.

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



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

The land is currently owned by the Shire of Wickpin 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 Wickpin Town Planning Scheme No.4 and the current site is occupied by the Shire of Wickpin 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, Wickepin 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, Wickepin 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 Wickepin-Pingelly Road, Wickepin 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, Wickepin 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, Wickepin 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, Wickepin 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 Wickpin 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 was provided to Council at the 15th May Ordinary meeting of Council 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 Wickpin Community by the provision of a high speed broadband service.

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

- 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 Wickpin.

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 Council requested the item be advertised.

The Letter adopted by Council at its May 2013 Ordinary Meeting was sent to all 15 land owners plus the following Government Agencies, Department of Health, Department of Environment and Conservation and the Civil Aviation Safety Authority in a 300meter Radius of the proposed site for the NBN Tower.

Advertisements were also placed in the Narrogin Observer and the Watershed News Letter; Council also placed a number of notices on the local notice boards around Wickepin.

Unfortunately the first advertisement in the Watershed was left out in error by the editor but it is the belief of the Chief Executive Officer that this has not disadvantaged any one in Wickepin and being able to forward a submission on the placement of the NBN Monopole in Wickepin.

All submissions received have been attached under separate cover to this agenda item.

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 transmissions⁵. 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:

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 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							1 per 50m ² of GLA or as determined by Council.	
Warehouses	1000	25	15	7.5	5	0.60		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 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 Wickepin Town Planning Scheme Number 4 and the project will provide an important community benefit to Wickepin 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.

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:

Council will be negotiating a lease on this property if planning approval is granted to the applicant

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:

Council is being requested to grant Planning Permission for the proposed 35metre Monopole and associated infrastructure including outdoor units in close proximity on Lot 208, No 17 Richter Street Wickepin WA 6370 with the front setback being 10.5metres and the side setback being 3.5metres and the rear setback being 7.5metres.

Recommendation:

That Council grant Planning Permission for a 35metre Monopole and associated infrastructure including outdoor units in close proximity on Lot 208, No 17 Richter Street Wickepin WA 6370 with the front setback being 10.5metres and the side setback being 3.5metres and the rear setback being 7.5metres with the following conditions;

- Appropriate level of landscaping to be undertaken to the satisfaction of the CEO.

Voting Requirements: Simple majority

Resolution No 190613-19**Moved Cr Lansdell / Seconded Cr Coxon**

That Council advise NBN Co that the Shire of Wickepin does not wish to enter into a lease agreement with NBN Co for a 35metre Monopole and associated infrastructure including outdoor units in close proximity on Lot 208, No 17 Richter Street Wickepin WA 6370 and that the CEO withdraw the planning application.

Carried 7/0

The resolution differs from the Officers Recommendation as Council did not wish to enter into an agreement with NBN Co for a 35metre Monopole in close proximity on Lot 208, No 17 Richter Street Wickepin WA 6370, and that the CEO withdraw the planning application.

5.43 – Cr Russell returned to the chambers.

Governance, Audit & Community Services

10.2.13 – Proposed Fixed Wireless Facility Lot 123 50 Connor Street Yealering

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	703, 1001
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 June 2013

Enclosure / Attachment:

Town Planning Application NBN Co and J S Hamilton (under Separate Cover 15th May 2013)
Attachment - Submission forms received are under separate cover

Background:

This report was presented to Council at the 15 May 2013 Ordinary Meeting of Council to allow Council to make the decision to put this Town Planning Application out for public comment.

The Letter adopted by Council at its May 2013 Ordinary Meeting was sent to all 65 land owners plus the following Government Agencies, Department of Health, Department of Environment and Conservation and the Civil Aviation Safety Authority in a 300metre Radius of the proposed site for the NBN Tower. Notices were placed in the Narrogin Observer and the Watershed News Letter; Council also placed a number of notices on the local notice boards around Wickepin.

The following figures shown are taken from all the submissions received up to 12 June 2013 to allow the Chief Executive Officer time to prepare and forward this report all submissions received up to the closing date of 5:00pm 14 June 2013 will be tabled at the meeting by the Chief Executive Officer.

From the objections received none require any further information from the applicants.

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

The following submissions were received by Council up to the 12th June 2013;

NBN TOWER SUBMISSIONS RECEIVED 12/06/2013	Posted	Returned not at this address	support	indifferent	object	COMMENTS
YEALERING	65		1			Benefits outweigh negatives
			1			Great Idea
			1			No environmental impact anticipated
			1			Well needed
			1			Will do a great deal to bring district to Metro Standard
			1			
			1			Improve Communications between friends and family and access to business
			1			
		5				
TOTAL	65	5	8	0	0	

The following submissions were received on or after Friday 14 June 2013:

- Department of Health – No specific comment
- Lynnette Jane Cowcill – Support

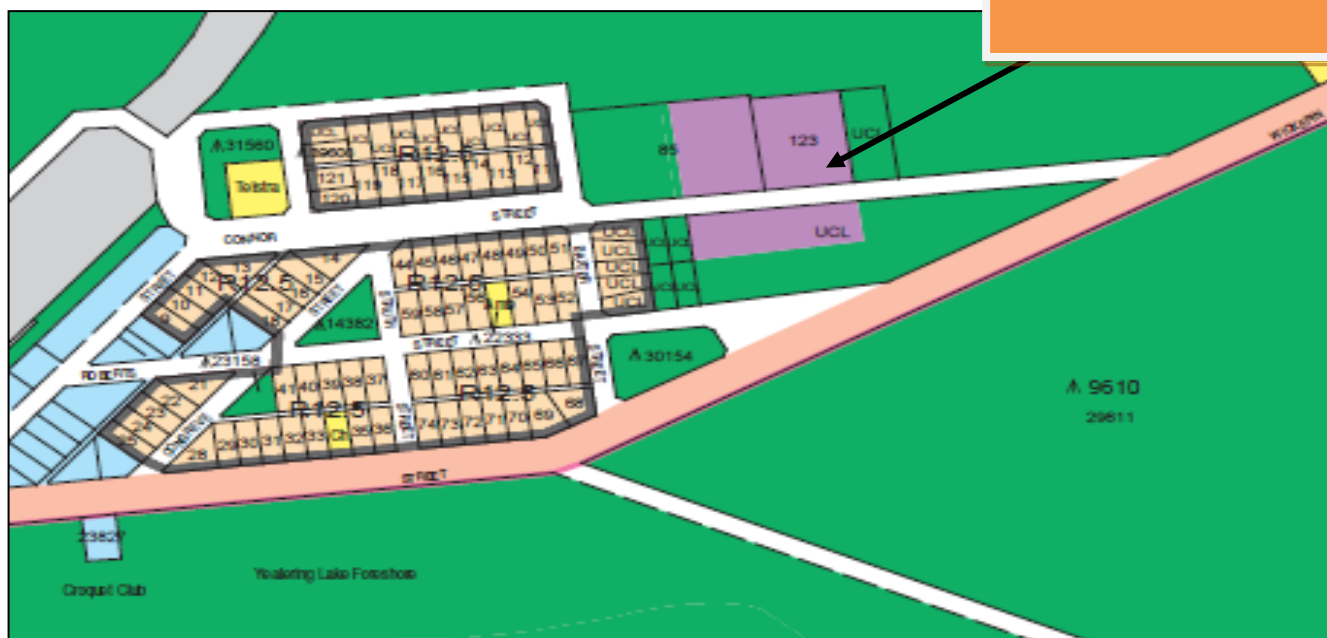
Therefore, the totaled amount of submissions is as follows:

NBN TOWER SUBMISSIONS RECEIVED 12/06/2013	Posted	Returned not at this address	support	indifferent	object	COMMENTS
TOTAL	65	5	9	1	0	

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

Proposed Facility
Lot 123 Connor Street



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 was provided to Council at the 15 May Ordinary meeting of Council 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 landscape 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 Wickepin 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;
- (ii) 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 Council requested the item be advertised.

The Letter adopted by Council at its May 2013 Ordinary Meeting was sent to all 15 land owners plus the following Government Agencies, Department of Health, Department of Environment and Conservation and the Civil Aviation Safety Authority in a 300meter Radius of the proposed site for the NBN Tower.

Advertisements were also placed in the Narrogin Observer and the Watershed News Letter; Council also placed a number of notices on the local notice boards around Wickpin.

All submissions received have been attached under separate cover to this agenda item.

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 transmissions⁵. 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 Wickpin.

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							1 per 50m ² of GLA or as determined by Council.	
Warehouses	1000	25	15	7.5	5	0.60		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 Wickpin

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 Councils 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 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

Summary:

Council is being requested to grant Planning Permission for the proposed 40metre Monopole and associated infrastructure including outdoor units in close proximity on Location Lot 123 Connor Street Yealering with the front setback being 7.5metres and the side setback being 5metres and the rear setback being 7.5metres.

Recommendation:

That Council grant Planning Permission for a 40metre Monopole and associated infrastructure including outdoor units in close proximity on Location Lot 123 Connor Street Yealering with the front setback being 7.5metres and the side setback being 5metres and the rear setback being 7.5metres with the following conditions;

- Appropriate level of landscaping to be undertaken to the satisfaction of the CEO

Voting Requirements: Simple majority

Resolution No 190613-20**Moved Cr Easton / Seconded Cr Astbury**

That Council grant Planning Permission for a 40metre Monopole and associated infrastructure including outdoor units in close proximity on Location Lot 123 Connor Street Yealering with the front setback being 7.5metres and the side setback being 5metres and the rear setback being 7.5metres with the following conditions;

- Appropriate level of landscaping to be undertaken to the satisfaction of the CEO

Carried 8/0

Lifestyle Retirement

10.4.01 – Lifestyle Retirement Committee Meeting Recommendations

Submission To:	Lifestyle Retirement Committee
Location / Address:	Whole Shire
Name of Applicant:	Lifestyle Retirement Committee
File Reference:	
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 May 2013

Enclosure / Attachment: Nil.**Background:** Lifestyle Retirement Committee Meeting held Wednesday 12 June 2013.**Comment:**

The Lifestyle Retirement Committee Meeting was held on Wednesday 12 June 2013 and passed the following Recommendation:

Moved Cr Coxon / Seconded Murray Lang

That an invite is extended to Tony Crook (National Party Member) to the next Lifestyle Retirement Meeting to discuss aged housing and in particular funding.

Carried 6/0**Statutory Environment:** Nil.**Policy Implications:** Not applicable.**Financial Implications:** Nil.**Strategic Implications:** Not applicable.**Recommendation:**

That an invite is extended to Tony Crook (National Party Member) to the next Lifestyle Retirement Meeting to discuss aged housing and in particular funding.

Voting Requirements: Simple majority

11. President's Report

Cr Martin thanked Bronwyn Dew for her time at the Shire of Wickepin and recognised her contributions over the years.

Cr Martin thanked Phil Watson for his 18 years at the Shire of Wickepin, before he leaves on 31 July 2013 and suggested having a breakfast/BBQ with the outside crew.

Council

12. – Chief Executive Officer's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	
Author:	Mark J Hook, Chief Executive Officer
Disclosure of Any Interest:	Nil
Date of Report:	31 May 2013

24 Hour Fuel Facility

The 24 hour fuel facility is finally ready and all we are waiting for is Great Southern Fuels to set the Computer system up for it to be open to the public.

All Council vehicles have been issued with a card and pin number to be able to fill up at the new facility.

Council will need to start the process of de-commissioning the old bowsers and tanks at the works depot as advised by the Department of Minerals and Energy.

CAC Building

The painter has painted the front two offices over the long weekend of 1 - 3 June, and the carpet tiles were laid on the 4 - 5 June.

The total cost for the carpet and painting are as follows;

- Painting \$6,500 ex GST
- Carpet Tiles \$4,100 ex GST

Wickepin Town Hall

The painter has commenced the painting of the inside and should be finished by the second week of June. The electrician is still working at the hall and the main lights have been change to new Fluorescent lights and the balance but should be finished soon.

Asset Management Plan

A draft Asset Management Plan will be presented to Council in the June Forum Session for discussion. Mr Darren Long from DI Consulting will also be taking Councillors through a training course during the June forum session on Asset Management Planning, and also the draft Shire of Wickepin Asset Management Plan.

Phil Watson – Resignation

Our mechanic and all around general hand has handed in his resignation. Phil's resignation will take effect at the end of normal working day on Wednesday 31 July 2013.

During his 18 years as a mechanic and general hand for the Shire of Wickepin, Phil has provided an exemplary service; completing many tasks and possessing a great community spirit.

Bronwyn Dew – Resignation

Our Senior Finance Officer, Bronwyn Dew has handed in her resignation and has left the Shire of Wickepin as of Thursday 6 June 2013.

Bronwyn has been with the Shire of Wickepin for over 5 years and has been a valuable staff member. Some staff and Councillors attended a send off evening at Natalie Manton's house, to say goodbye and thank you to Bronwyn.

Yealering Caravan Park Agreement

The agreement for the Yealering Caravan Park has been signed and the Governance, Audit and Community Services Committee members were advised of the signing at the meeting on 5 September 2012.

At the last Ordinary Meeting of Council, the Chief Executive Officer was requested to check on the delivering of the Monthly takings from the Yealering Caravan Park to the Shire by the Caretaker.

The agreement states the following;

4. Administration

The Caretaker shall:

- (a) ensure bookings for the caravan park and transportable accommodation unit are taken and recorded at the Park in a timely and efficient manner;*
- (b) collect and safeguard all monies from fees and charges with respect to the Park;*
- (c) deliver all monies collected from the Park monthly to the offices of the Shire in accordance with the procedure specified from time to time by the Shire; and*
- (d) deliver to the Shire a written record of the number of persons accommodated at the Park monthly.*

The Yealering Caravan Park Caretaker has not been complying with this clause as the last takings were delivered to the Shire Offices in January 2013.

The CEO forwarded a letter to the Yealering Caravan Park Caretaker on the 10 June 2013 requesting he conforms to the signed agreement and delivers the takings to the Shire of Wickepin on a monthly basis.

Reviews of the appropriateness and effectiveness of the Financial Management Systems and Procedures

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

The Chief Executive Officer has undertaken a review of the appropriateness and effectiveness of the financial management systems and procedures for this financial year and with the changes made upon appointment with pays being signed by the CEO and the Senior Finance Officer with all accounts being signed by two authorised officer and the officer signing for the Receival of the goods all other procedures are appropriate and have good effective controls in place.

Meetings Attended

May 2013	Issues
13/05 Wheatbelt Development Commission	Sub Regional Economic Planning with the Wheatbelt Development Commission.
18/05 Volunteer Dinner	Volunteer Dinner.
22/05 Auditors - Paul Cue	Interim 2012/2013 Audit.
23/05 Wickepin School Council	CEO is a member of the Wickepin School Council.
29/05 Allan Lansdell	Met with Councillor Lansdell with CDO Natalie Manton and ESO Leah Pearson to discuss advertising and marketing plan for the proposal to attract Caravans to Wickepin.
30/05	Met with senior staff to discuss draft budget for 2013/14.
June 2013	Issues
04/06 Wheatbelt Integrated Aged Support & Care Solutions Community Consultation	<p>Shire has committed to participate in a Regional Aged Care Planning process to develop and assist in the implementation of an Integrated Wheatbelt Aged Care Plan.</p> <p>The Plan will build on our existing services and infrastructure while finding methods in which our residents can age in their homes and communities for longer.</p> <p>Funded through a partnership between the Wheatbelt Development Commission, the WA Country Health Service's Southern Inland Health Initiative (SIHI), and Local Government, the Wheatbelt Integrated Aged Support and Care Solution/s (WIASCS) is a proactive process which will produce Shire specific Needs Studies and an overall Wheatbelt Integrated Regional Aged Care Plan.</p> <p>The Plan will look at all facets of Aged Care from Aged Friendly Communities, Aged Persons Housing, Community Care and Residential Care.</p> <p>Melbourne Consultants Verso has been appointed to carry out this work and have prepared a summary of aged housing and care needs for our Shire. Verso would like to present these findings to the community to receive our thoughts and inputs, this will also provide a more accurate account of what will work and what is important to our community.</p>
05/06 Wickepin Saleyards Working Group	<p>Meeting to discuss the 2013/14 requirements for the sale yards;</p> <ul style="list-style-type: none"> • First Aid kit and fire extinguisher required at the saleyards - CEO to organise. • Shire not to spray holding yards after April until summer - CEO to organise. • Quote from Aussie Stockyards for further yards - Ty Miller to Organise. • Quote to fix and extend walkways from Ashley Steere - Ty Miller to Organise. • Quote from Fulfords to remove trees in holding paddock 4 - Peter Vlahov to look at and request permission from Council. • Next sales to be 7 and 11 October 2013. • Request to plant trees by the school - Tom Williamson to organise
06/06 Road Wise	Workshop to discuss Regional Youth Road Safety Project held in the Wickepin Community Centre.
06/06 Dryandra visitor centre	<p>Items discussed at the meeting were;</p> <ul style="list-style-type: none"> • Membership – table a number of membership applications for consideration by committee to approve.

	<ul style="list-style-type: none">• Letters sent to the Shires of Wagin and Brookton seeking funding assistance.• Letters sent to Shires of Narrogin, Cuballing, Wickepin and Wandering requesting confirmation of Council representatives for DCVC.• Tabled the Business Plan including revised Manager Duties and responsibilities and projected income/expenses for 2013/14.• Tabled treasurer's Resignation for acceptance and consideration in appointing a new treasurer or engaging a person/organisation to complete the financial records and treasurer's obligations (payroll, BAS, payment of accounts) – this will require bank authorisation to sign/countersign cheques.• Notice of special general meeting to be held on the 27th June 2013.
06/06 Bronwyns Leaving Dinner	Attended a dinner at Natalie Manton's house to thank Bronwyn Dew for her time and service at the Shire of Wickepin as Senior Finance Officer.

Delegations

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing Cheques	May 2013	Nil
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO	Shed Lot 33 Plover Street Wickepin WA 6370	May 2013	A G Hemley & S M Hemley
			Garage 48, Lot 6 Dumbleyung Road Wickepin WA 6370	May 2013	Graham Bushby
A6	Appointment and Termination of Staff	CEO	Tyson Anderson – General Hand/Truck Driver	June 2013	Tyson Anderson 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	Facey Group – Women in Ag	20 June 2013	Cheryl Groom
			Stephen Hill – Birthday Party	15 June 2013	Stephen Hill
A13	Hire of Community Halls / Community Centre	CEO	WALGA Roadwise	6 June 2013	Tony Smith
			Stephen Hill – Birthday Party	15 June 2013	Stephen Hill
			Facey Group – Women in Ag	20 June 2013	Cheryl Groom
			Waived fees to Yealering Hall for Mad Minute Night 28 th June 2013	11 June 2013	Yealering Primary School

Recommendations:

That Council endorses the Chief Executive Officers Report dated 31 May 2013.

Voting Requirements: Simple majority

Resolution No 190613-21**Moved Cr Allan / Seconded Cr Russell**

That Council endorses the Chief Executive Officers Report dated 31 May 2013.

Carried 8/0

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

Cr Russell congratulated the recipients of award winners at the Volunteers Awards Dinner and Cr Kevin Coxon on his MC duties, held on Saturday 18 May 2013.

15. Urgent Business**16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 5.55pm.