

Minutes

ORDINARY MEETING OF COUNCIL
16 OCTOBER 2013
COUNCIL CHAMBERS
WICKEPIN



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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 16 October 2013**

The President declared the meeting open at 3.29pm.

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 GCL Hinkley
	Cr RE Easton
	Cr AG Lansdell
Chief Executive Officer	Mr MJ Hook
Executive Support Officer	Miss LG Pearson (Minute Taker)
Observer	Grayden Lang

Leave of Absence (Previously Approved)

Cr KL Coxon

Apologies

2. Public Question Time

Karen Williamson – Chairperson for the Lifestyle Retirement Committee – Gave an update on where the Lifestyle Retirement Committee is up to with regards to aged housing within the Shire of Wickepin and requested Council to give consideration to aged housing and the funding required. Karen advised that the Lifestyle Retirement Committee is unable to progress any further without the funding.

President Steve Martin thanked Karen Williamson and the Lifestyle Retirement Committee for all their work and dedication over the years.

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

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

6. Confirmation of Minutes – Ordinary Meeting of Council – 17 September 2013

Resolution No 161013-01

Moved Cr Astbury / Seconded Cr Allan

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

Carried 7/0

7. Receival of Minutes

Receival of Minutes

7.1 Technical Services Committee

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Leah Pearson, Executive Support Officer
File Reference:	
Author:	Leah Pearson, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	4 October 2013

Enclosure / Attachment:

Minutes of the Technical Services Committee Meeting held on Wednesday 24 September 2013.

Background:

The Technical Services Committee Meeting was held on Wednesday 24 September 2013.

Comment:

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

Statutory Environment:

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

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the Minutes of the Technical Services Committee Meeting held on Wednesday 24 September 2013 be received.

Voting Requirements: Simple majority

Resolution No 161013-02

Moved Cr Hinkley / Seconded Cr Russell

That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

Carried 7/0

Receival of Minutes

7.2 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:	10 October 2013

Enclosure / Attachment:

Minutes of the Townscape & Cultural Planning Committee Meeting held on Wednesday 9 October 2013.

Background:

The Townscape & Cultural Planning Committee Meeting was held on Wednesday 9 October 2013.

Comment:

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

Statutory Environment: *Section 5.22 of the Local Government Act 1995*

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the Minutes of the Townscape & Cultural Planning Committee Meeting held on Wednesday 9 October 2013 be received.

Voting Requirements: Simple majority.

Resolution No 161013-02

Moved Cr Hinkley / Seconded Cr Russell

That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

Carried 7/0

Receival of Minutes

7.3 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:	9 October 2013

Enclosure / Attachment:

Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 9 October 2013.

Background:

The Lifestyle Retirement Committee Meeting was held on Wednesday 9 October 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 9 October 2013 be received.

Voting Requirements: Simple majority.

Resolution No 161013-02

Moved Cr Hinkley / Seconded Cr Russell

That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

Carried 7/0

8. Status Report

Item	Subject/Action	Officer/ File	Progress	Status	Comment
353-200313-13	Railway Land Lease 2013	CEO	Council authorise the CEO to negotiate a variation to the existing lease (L2663) for peppercorn rental to include: <ol style="list-style-type: none"> 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. 	○	Negotiations on-going.
408-170713-15	Community Resource Building – 24A Wogolin Road, Wickepin	CEO	That: <ol style="list-style-type: none"> 1. The Building/Health Officer undertakes a full inspection of the Community Resource Centre and reports back to Council by the August 2013 Council meeting on the state of the Community Resource Centre building with the report containing solutions to resolve the damp and mould issues; and 2. The Community Development Officer prepare a report, with recommendations, on either renovating the existing Community Resource Centre building or constructing a new building on a different site. 	✓	Meeting held with Regional Development and Lands regarding the CRC building.
414-210813-12	Community Resource Building – 24A Wogolin Road, Wickepin	CEO	That Council: <ol style="list-style-type: none"> 1. Allocate \$18,000.00 to repair the ventilation, install subsoil drains and stormwater at the Community Resource Centre as an interim measure until the long term future of the building is resolved; and 2. The Environmental Health Officer/Building Surveyor to inspect the building every six months following the ventilation repair and the stormwater and subsoil drainage work and report to Council if there are any issues with damp and mould. 	✓	Drainage should commence 12/09/2013. Air-conditioning being fixed 7/10/2013.
416-210813-15	Asset Management Plan	CEO	<ol style="list-style-type: none"> 1. That the Shire of Wickepin remove the assets (as shown in the August 2013 minutes) Projected 10 Year Capital Renewal Works Program within the Buildings and Structures Asset Management Plan version 1. Due to the reason that the Shire of Wickepin would not renew these Assets, they would only maintain them to a suitable level. 2. That items (as shown in the August 2013 minutes) be removed from the Renewal Works Program within the Buildings and Structures Asset Management Plan version 1. Due to the reason that the Shire of Wickepin would not renew these Assets, they would only maintain them to a suitable level. 	✓	DL Consulting requested to remove assets.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
420- 210813-19	Wickepin Saleyards - Agreement 2013 - 2018	CEO	1. That the users off the Wickepin Sheep Saleyards be offered the following Wickepin Sheep Saleyards agreement as attached. 2. And that if the Wickepin Sheep Saleyards Agreement is accepted by the users Council authorises the signing of the agreements by the Shire President and Chief Executive officer.	✓	Letter along with Saleyards agreements sent 28/08/2013. Awaiting the signed copies.
421- 170913-06	RAV 4 & 5 Network permit application – Peter Hill and Son	CEO	That the Shire of Wickepin Request Main Roads to make the Cuballing East Road Section in the Shire of Wickepin as a Network 5 and 6 category vehicle Road. That the Shire of Wickepin advises Main Roads that it would not object to Main Roads making the Williams Kondinin Road a category 5 and 6 vehicle road and that Wogolin Road, Wickepin be restricted to 40km as part of the conditions imposed on the permit.	✓	Letter forwarded with request to Main Roads Narrogin on 20/09/2013.
422- 170913-07	Wickepin Sheep Sale Yards	CEO	That the Shire of Wickepin accept the quote from Steere Dingo Services to add an extra top rail to Wickepin Saleyards and altering ramps and race and that the \$2,450.00 is withdrawn from the Wickepin Saleyards Reserve.	✓	Works completed by Steere Dingo Services.
423- 170913-11	Application for Outbuilding – Lot 27 Central Avenue, Wickepin	CEO	That Council: 1. Approve the oversized 48m2 Colorbond outbuilding on Lot 27 House number 24 Central Avenue, Wickepin; 2. The outbuilding hereby permitted shall be only used for the purpose incidental to the residential use of the property and shall not be used for any habitable, commercial or industrial purposes; and 3. A Building Licence be issued for the dwelling prior to constructions.	✓	Memo sent to EHO advising of Council resolution 20/09/2013.
424- 170913-13	Wickepin Play Group – Agreement 2013 - 2018	CEO	That Council offers the agreement (as shown in the September 2013 minutes) to the Wickepin Play Group for the use of the Wickepin playgroup building and ground on Lot 1 Campbell Street Wickepin formerly known as the Wickepin Pre School.	✓	Amended agreement and forwarded to Wickepin Playgroup on 20/09/2013.
425- 170913-14	Dual Fire Control Officers 2013/2014	CEO	That council appoints Alastair McDougall and Tim Shepherd as Dual Fire Control Officers from the Shire of Narrogin for the 2013/2014 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.	✓	Letter sent to Shire of Narrogin advising of Council resolution on 20/09/2013.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
426- 170913-15	RoadWise Officer - Regional Road Safety Officer Wheatbelt South Region	CEO	That the Shire of Wickepin requests the Minister responsible for the RoadWise program to reinstate the full RoadWise Program that was operating prior to 30 July 2013 budget cuts in the whole state including the reinstatement of all Road Safety Officers positions, in particular the Wheatbelt South RoadWise Safety Officer.	✓	Letter sent to the Roadwise Minister on 20/09/2013.
427- 170913-16	Serpentine Jarrahdale Shire – Local Government Reform	CEO	That the Shire of Wickepin supports the Serpentine Jarrahdale Shire in its public campaign to stop the removal of the Dadour provisions from schedule 2.1 of the Local government Act 1995.	✓	Letter sent to the Chief Executive Officer of the Shire of Serpentine Jarrahdale on 20/09/2013.
428- 170913-18	Chief Executive Officers – Annual Performance Appraisal 2013	CEO	That Council adopts the 2013 Performance Appraisal Report of Chief Executive Officer Mr Mark J Hook.	✓	CEO sent email to John Phillips on 20/09/2013 advising of Council resolution.

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

○ = in progress ✓ = completed ✕ =superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

3.48pm – MWS Peter Vlahov entered the Chambers.

Infrastructure and Engineering Services

10.1.01 – Manager Works and Services Report

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

Enclosure / Attachment: Ongoing Maintenance List

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

Comment: Not applicable.

Programmed Construction Works

- Roses Road – This project has been completed.
- Wickepin-Pingelly Road – Culvert extension works are approximately 80% completed. Tree pruning has been completed. Gravel shoulder widening is underway.
- Wogolin South Road – Gravel has been stockpiled for this project.
- Pauley Road – Gravel sheeting has been completed. Culvert widening has been finished.
- Toolibin South Road – Gravel has been stockpiled.
- Wickepin-Corrigin Road – Gravel has been stockpiled.
- Regional Waste Transfer Stations – All sites have been cleared and leveled. Existing waste has been buried. Fence construction is underway. Engineered drawings of the retaining walls have been completed.

Maintenance Works

- Gravel sheet Turner Road.
- Clear some trees from Ahren Road.
- Various bitumen patching.
- Various sign repairs etc.
- Bury tyres at Wickepin Refuse site.

MWS has checked on the fire breaks that have been sprayed along the fence line situated on the Wickepin-Pingelly Road near the Wickepin North Road intersection. The land owner has complied with current fence line clearing regulations by staying within the 1.5 meters allowed for fence line maintenance.

Please see ongoing list attached.

Occupational Health and Safety

There have been no incidents to report.

Workshop

- Replace P.T.O. pump on Isuzu Tipper and send hydraulic valve body away for reconditioning.
- Install air vent to oil store roof.
- Install pallet racking in storage area.
- Service Graders and trucks
- General ongoing repairs and servicing.
- Several staff attended a grader demonstration held at Cuballing by Komatsu. The demonstration was also attended by staff and councillors from various other Councils.

Parks and Gardens

- Test and repair where necessary all reticulation systems
- Roadside and general weed spraying has been ongoing.
- Specific spraying targeted at wild radish infestations.
- Mowing and slashing.
- Salesyards whipper snipping.
- Prepare Wickepin Oval for the cricket season.

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary: Not applicable.

Recommendation:

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

Voting Requirements: Simple majority

Resolution No 161013-03

Moved Cr Allan / Seconded Cr Hinkley

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

Carried 7/0

MWS Work Register - 2013

	Date of Request	Area	Action Requested	Requested by	Completed Y/N	Date Completed	Notes
A p r i	10/04/2013	Wickepin	Garry Harris to check all smoke detectors in Yarling Court.	Allan Ramsay	○		
	22/04/2013	Wickepin	Glass washer in bar in the Community Centre is broken.	WFC Secretary	○	1/10/2013	Installed by Ashley Steere.
M a y	1/05/2013	Wickepin	Yarling Court and Cottage Homes - gutters need cleaning.	Technical Services	○		
	24/05/2013	Wickepin	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.
J u n e	20/06/2013	Wickepin	Beehive in trees at Saleyards - may need spraying or removing.	CEO	○		Waiting to see if trees are going to be removed.
	21/06/2013	Wickepin	Community Centre - Broken piece of tile between the kitchen and mezzanine.	Hazel Green	○	20/8/2013	Fixed by Ashley Steere.
J u l y	2/07/2013	Yealering	Remove mould from brick pavers at Yealering Town Hall near veranda.	CEO	○		
	24/07/2013		White guide post missing on the culvert near Malyalling Road - intersection of Wickepin Corrigin	Natalie Manton	○		
	3/09/2013	Wickepin	Yarling Court - Bollard light not working.	CEO	✓	1/10/2013	Fixed.
	5/09/2013	Wickepin	Check fire breaks on Cemetery hill - check if road reserve.	Technical Services	✓	October 2013	Checked - the land owner has sprayed fence line within the regulations.
	5/09/2013	Wickepin	Trees on O'Keefe Road (North end) and section through Toolbin Lakes need pruning.	Technical Services	✓	13/09/2013	Trees removed/pruned.
	5/09/2013	Wickepin	Grading of Elsinore Road and Wedin North Road.	Technical Services	○		Placed on program.
	12/09/2013	Wickepin	Tree down across Fleay Road near 10 Mile Road.	Ken Martin	✓	13/09/2013	Tree removed.
	17/09/2013	Wickepin	Wickepin-Corrigin Road - Look at straightening corners, poor visibility.	Council	○		Had a look - pruning and clearing to be undertaken.
	17/09/2013	Tincurrin	Tincurrin tip needs looking at after works done.	Council	✓	October 13	
	17/09/2013	Wickepin	Mrs Kirby's corner is pooling water.	Council	○		
	17/09/2013	Wickepin	Wickepin Saleyards - whippersnip.	Council	✓	4/10/2013	
	17/09/2013	Wickepin	Require better access to Dam from Brookes Road.	Council	○		Had a look - needs grading.
S e p t e m b e r	17/09/2013	Wickepin	Pingelly-Wickepin Road - water pooling on Road at floodway - needs correcting.	Council	○		Waiting for hot mix.
	17/09/2013	Yealering	Yealering walk trail - weeds need sparying and trees pruning.	Council	✓	September 2013	
	18/09/2013	Yealering	Small interceptor banks to re-direct water away from the grave areas.	Natalie Manton	✓	4/10/2013	
	18/09/2013	Yealering	Yealering Cemetery - Rabbit Baiting.	Natalie Manton	○		
	18/09/2013	Wickepin	Install racks in archive room.	Natalie Manton	○		
	18/09/2013	Wickepin	Wickepin Caravan Park - pavers to connect concrete area with entry to BBQ.	Natalie Manton	○		
	18/09/2013	Wickepin	Wickepin Caravan Park - Drainage and blue metal around abluion block.	Natalie Manton	○		
	18/09/2013	Wickepin	Wickepin Caravan Park - Improve lawn.	Natalie Manton	○		
	18/09/2013	Wickepin	Wickepin Caravan Park - Slippery floor in toilet.	Natalie Manton	○		
	18/09/2013	Wickepin	Wickepin Caravan Park - Move tap to perimeter of BBQ area.	Natalie Manton	○		
	18/09/2013	Yealering	Yealering Caravan Park - fence off lawn area.	Natalie Manton	○		
	18/09/2013	Yealering	Yealering Caravan Park - new lawn in front of units.	Natalie Manton	○		
	18/09/2013	Yealering	Yealering Caravan Park - remove old brick BBQ.	Natalie Manton	○		
	18/09/2013	Yealering	Yealering Caravan Park - replace plants along road.	Natalie Manton	○		
	18/09/2013	Yealering	Yealering Caravan Park - move sign at front entrance to side of abluion block.	Natalie Manton	○		
	18/09/2013	Yealering	Yealering Caravan Park - install swing.	Natalie Manton	○		
	18/09/2013	Yealering	Yealering Caravan Park - paving and tidy up around abluion block/clothes line.	Natalie Manton	○		
	18/09/2013	Yealering	Quotes for Karen Jespersen to extend fence at the school.	Karen Jespersen	✓	October 2013	Sent information.
	18/09/2013	Wickepin	Blue on white directional street sign on corner of Woeloin Road and Henry Street, showing direction of the Wickepin Primary School.	Robyn Crouch	○		
		18/09/2013	Wickepin	Gravel sheet over rocks - Turner Road.	Peter Bird	✓	28/09/2013
19/09/2013		Wickepin	Loovers in arts and crafts needs replacing.	Elaine Bushby	○		
19/09/2013		Wickepin	Remove tree from front fence - 24 Central Avenue.	Lou Leeson	○		
23/09/2013		Wickepin	Tree down - Wickepin-Pingelly Road	Aiden White	✓	23/09/2013	Tree removed.
24/09/2013		Wickepin	Unit 2 Yarling Court - air conditioner not working properly and hot water system has been blowing out.	Damien Orchard	○		Air con has been repaired.
27/09/2013		Wickepin	Sheep sales - clean toilets and outside.	Elaine Bushby	✓	October 13	
28/09/2013		Wickepin	Clean gutters on pool pump shed.	CEO	✓	October 13	

Attachment- Item 10.1.01

Governance, Audit and Community Service

10.1.02 – Technical Services Committee Meeting Recommendations

Submission To: Technical Services Committee
Location / Address: Whole Shire
Name of Applicant: Technical Services Committee
File Reference:
Author: Leah Pearson, Executive Support Officer
Disclosure of any Interest: Nil
Date of Report: 7 October 2013

Enclosure / Attachment: Nil.

Background:

Technical Services Committee Meeting held Tuesday 24 September 2013.

Comment:

The Technical Services Committee Meeting was held on Tuesday 24 September 2013 and passed the following Recommendations:

Moved Cr Lansdell / Seconded Cr Coxon

That the Technical Services Committee requests Council to trade the Cat 12 H Motor Grader rego WK713 towards the purchase of a Komatsu GD 555-5 Motor Grader at the changeover price of \$205,000 excluding GST as per quotation number 5008394301 dated 12th September 2013 from Komatsu Australia Pty Ltd which includes the 5 year 8,000 hour warranty at no additional cost.

Carried 5/0

Moved Cr Coxon / Seconded Cr Hinkley

That the Technical Services Committee requests Council to ensure that any savings made on the purchase of the Komatsu GD 555-5 Motor Grader be transferred to the Plant Reserve account and that the transfer of \$29,500 from the Plant Reserve allocated in the 2013/14 Budget Estimates towards the purchase of Plant be deferred as part of the savings from the purchase of the Komatsu GD 555-5 Motor Grader.

Carried 5/0

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Not applicable.

Recommendation:

That Council pass the following recommendations;

1. That the Technical Services Committee requests Council to trade the Cat 12 H Motor Grader rego WK713 towards the purchase of a Komatsu GD 555-5 Motor Grader at the changeover price of \$205,000 excluding GST as per quotation number 5008394301 dated 12th September 2013 from Komatsu Australia Pty Ltd which includes the 5 year 8,000 hour warranty at no additional cost.
2. That the Technical Services Committee requests Council to ensure that any savings made on the purchase of the Komatsu GD 555-5 Motor Grader be transferred to the Plant Reserve account and that the transfer of \$29,500 from the Plant Reserve allocated in the 2013/14 Budget Estimates towards the purchase of Plant be deferred as part of the savings from the purchase of the Komatsu GD 555-5 Motor Grader.

Voting Requirements: Simple majority

Resolution No 161013-04**Moved Cr Russell / Seconded Cr Easton**

That Council pass the following recommendations;

1. That Council trade the Cat 12 H Motor Grader rego WK713 towards the purchase of a Komatsu GD 555-5 Motor Grader at the changeover price of \$205,000 excluding GST as per quotation number 5008394301 dated 12th September 2013 from Komatsu Australia Pty Ltd which includes the 5 year 8,000 hour warranty at no additional cost.
2. That Council ensure that any savings made on the purchase of the Komatsu GD 555-5 Motor Grader be transferred to the Plant Reserve account and that the transfer of \$29,500 from the Plant Reserve allocated in the 2013/14 Budget Estimates towards the purchase of Plant be deferred as part of the savings from the purchase of the Komatsu GD 555-5 Motor Grader.

Carried 7/0

Resolution differs from the Officers Recommendation as there was no need for the Technical Services Committee to request to Council.

4.13pm – MWS Peter Vlahov departed the Chambers.

Governance, Audit and Community Services

10.2.01 – Financial Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Kerry Fisher - Finance Officer
File Reference:	
Author:	Kerry Fisher - Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	9 October 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 August 2013 as presented be received.

Voting Requirements: Simple majority

Resolution No 161013-05

Moved Cr Astbury / Seconded Cr Allan

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

Carried 7/0

Bank Balances

As at 31/08/2013

	Bank Statement	Adjusted
Municipal Fund	1,488,083.00	1,469,900.15
Petty Cash	500.00	500.00
Reserves	797,649.20	797,649.20
Total	2,286,232.20	2,268,049.35
Trust Fund	25,388.96	25,388.96
Transport Account	1,776.17	0.00

Debtors

Rates as at 31/08/2013

Account 7461	Rates	1,153,801.75
Account 6051	Sewerage	35,483.87
Account 7451	Ex Receipts	-6,374.79
Account 7441	Pensioners Rebates	11,468.59
Account 7481	Domestic Rubbish	21,853.30
Account 7491	Commercial Rubbish	3660.00
Account 7201	Refuse Site Levy	16,581.66

Sundry Debtors as at 31/08/2013

Current	0
1 Month	0
2 Months	89.73
3 Months	2362.87
Total	2,452.60

Governance, Audit and Community Services

10.2.02 – List of Accounts

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Kerry Fisher - Finance Officer
File Reference:	
Author:	Kerry Fisher - Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	10 October 2013

Enclosure / Attachment: List of Accounts

Background: Please find following the List of Accounts remitted during the period from 12 July 2013 – 14 August 2013

	<u>Vouchers</u>	<u>Amounts</u>
Municipal Account		
Cheques	14724 – 14742	27,904.59
Cancelled Cheque	14741	
EFTPOS	3862 - 3926	122,764.49
Other Transfers	Payroll August 2013	66,510.25
Trust Account		
EFTPOS	3860 - 3861	700.00
Cheques	0	0
TOTAL		<u>\$217,879.33</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 \$217,879.33 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 161013-06

Moved Cr Easton / Seconded Cr Lansdell

That Council acknowledges that payments totaling \$217,879.33 has been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Carried 7/0

SHIRE OF WICKEPIN
CHEQUE LISTING
1/9/2013 TO 30/9/2013

Chq/EFT	Date	Name	Description	Amount
14743	12/09/2013	BEC DANILOVIC @ WICKEPIN GARDEN CENTRE	PLANTS & SUNDRIES	1,252.50
14744	12/09/2013	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	304.62
14745	12/09/2013	NARROGIN PACKAGING	CARAVAN PARK SUPPLIES	826.85
14746	12/09/2013	PARRYS	WORKCLOTHES- P BRANSBY & P VLAHOV	368.93
14747	12/09/2013	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	312.40
14748	12/09/2013	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	7,360.02
14749	12/09/2013	MRS I WATKINS	YEALERING CARAVAN PARK CLEANING	500.20
14750	17/09/2013	LK & EM BUSHBY	SUPPLY GRAVEL	2,000.00
14751	17/09/2013	BEC DANILOVIC @ WICKEPIN GARDEN CENTRE	VARIOUS GARDENING REQUIREMENTS	291.00
14752	17/09/2013	KOMATSU AUST P/L	OIL FILTERS	48.75
14753	17/09/2013	NORTH STAR TRANSPORT	FREIGHT ON FERTILISER	94.05
14754	17/09/2013	HILTON HOTELS OF AUSTRALIA PTY LTD	ACCOMMODATION FOR N MANTON	630.00
14755	17/09/2013	WA HINO SALES & SERVICE	INSPECT & REPAIR CLUTCH PEDAL	206.25
14756	23/09/2013	AUSTRALIA DAY COUNCIL OF WA	MEMBERSHIP 2013-2014	200.00
14757	23/09/2013	TKW LEESON	REIMBURSE FOR FIRE DAMAGE	450.00
14758	23/09/2013	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	188.17
14759	23/09/2013	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	156.20
14760	23/09/2013	TRUCKLINE	PUMP FOR WK 342	774.09
14761	23/09/2013	TINCURRIN P & C ASSN	GRANT FUND	1,300.00
14762	23/09/2013	WATER CORPORATION	CHARGES FOR TANK RABBIT PROOF FENCE RD	34.38
14763	23/09/2013	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	4,006.47
14764	23/09/2013	YAKKA PTY LTD	WORK CLOTHES - ADMIN	1,033.07
EFT3927	12/09/2013	BEST OFFICE SYSTEMS	COPY UNIT READINGS	3,711.81
EFT3928	12/09/2013	KELLY COCHRANE	YEALERING HALL CLEANING	350.00
EFT3929	12/09/2013	CONCEPT ONE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	320.60
EFT3930	12/09/2013	EWEN RURAL SUPPLIES	AUGUST 2013 A/C	1,987.81
EFT3931	12/09/2013	GREAT SOUTHERN FUEL SUPPLIES	AUGUST FUEL A/C	20,104.77
EFT3932	12/09/2013	HANSON CONSTRUCTION MATERIALS	CULVERT STABMAT	1,067.00
EFT3933	12/09/2013	ING CUSTODIANS PTY LTD	SUPERANNUATION CONTRIBUTIONS	325.08
EFT3934	12/09/2013	INSTANT RACKING & STEEL SHELVING	RACKING DEPOT	2,732.40
EFT3935	12/09/2013	NARROGIN HIRE SERVICE	RETIC PARTS OVAL	283.50
EFT3936	12/09/2013	NARROGIN TOYOTA	SWIMMING POOL	277.77
EFT3937	12/09/2013	NARROGIN TECHNOLOGY SOLUTIONS	PRINTER, TONER & UPS	377.00

SHIRE OF WICKEPIN
CHEQUE LISTING
1/9/2013 TO 30/9/2013

Date	Name	Description	Amount
EFT3938	12/09/2013 PERTH AUDIO VISUAL	BELT PACK CLIPS FOR LAPEL MICROPHONES	34.76
EFT3939	12/09/2013 MAUREEN PREEDY	YEALERING HALL CLEANING	250.00
EFT3940	12/09/2013 ROCLA	HEADWALLS & FLUSH	485.12
EFT3941	12/09/2013 RAMSAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	175.18
EFT3942	12/09/2013 LIONEL ANTHONY RIGBY	WICKEPIN CARAVAN PARK CONTRACT PAYMENT	594.90
EFT3943	12/09/2013 RIVERSIDE TUCKPOINTING	CRC INSPECTION	1,100.00
EFT3944	12/09/2013 SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS	100.00
EFT3945	12/09/2013 DW & RJ THOMSON	GRAVEL SUPPLIED	2,250.00
EFT3946	12/09/2013 WICKEPIN NEWSAGENCY	NEWSPAPERS, STATIONARY & FOOD SUPPLIED	193.00
EFT3947	12/09/2013 WORLDWIDE ONLINE PRINTING	BUSH FIRE MAGNETS	540.00
EFT3948	17/09/2013 AUSTRALIA POST	POSTAGE CHARGES FOR AUGUST	553.63
EFT3949	17/09/2013 BURGESS RAWSON (WA) PTY LTD	MANAGEMENT FEES	48.13
EFT3950	17/09/2013 COURIER AUSTRALIA	FREIGHT	12.34
EFT3951	17/09/2013 COVS PARTS PTY LTD	MAGNETIC REVOLVING BEACON	135.45
EFT3952	17/09/2013 LANDGATE	RURAL UV INTERIM VALUATION SHARED	75.10
EFT3953	17/09/2013 DEWS EXCAVATIONS	WORK ON HARRISMITH ROAD	2,733.50
EFT3954	17/09/2013 AC & EJ FULLFORD & CO	WASTE TRANSFER STATIONS	58,737.80
EFT3955	17/09/2013 HANSON CONSTRUCTION MATERIALS	GRAVEL DELIVERY ROSE RD	1,309.00
EFT3956	17/09/2013 INGREYS	SPRING FOR AIR BAG SENSOR	470.75
EFT3957	17/09/2013 KEL'S TYRES	4 MAXXIS TYRES	660.00
EFT3958	17/09/2013 MERCURE HOTEL PERTH	ACCOMMODATION - MARK HOOK	1,934.90
EFT3959	17/09/2013 GREAT SOUTHERN WASTE DISPOSAL	RUBBISH COLLECTION 29TH JULY - 26TH AUGUST 2013	4,869.84
EFT3960	17/09/2013 NARROGIN HARDWARE	RAKE HANDLE	8.00
EFT3961	17/09/2013 NARROGIN AUTO ELECTRICS	BATTERY CABLES	63.06
EFT3962	17/09/2013 NARROGIN AGRICULTURAL REPAIRS	CHAINSAW BAR AND CHAIN	120.00
EFT3963	17/09/2013 LEAH PEARSON	REIMBURSEMENT FOR GRAPHIC DESIGN COURSE	750.00
EFT3964	17/09/2013 WICKEPIN COMMUNITY RESOURCE CENTRE	LIBRARY SUBSIDY	36,055.80
EFT3965	18/09/2013 AIR RESPONSE	FIT NEW EVAPORATOR UNIT WICKEPIN REC CENTRE	2,652.50
EFT3966	18/09/2013 COURIER AUSTRALIA	FREIGHT	50.23
EFT3967	18/09/2013 LIBBY HEFFERNAN	CLEANING ALBERT FACEY HOMESTEAD 2 HRS	40.00
EFT3968	18/09/2013 KEL'S TYRES	GRADER TYRES	6,638.50
EFT3969	18/09/2013 STAR TRACK EXPRESS	FREIGHT FOR GRADER	258.61
EFT3970	18/09/2013 NARROGIN BOILERMAKERS	WORK CLOTHING ISSUE - J MATTHEWS	2,040.30
EFT3971	18/09/2013 TELSTRA	ADMINISTRATION - USAGE & RENTAL CHARGES	1,610.62
EFT3972	18/09/2013 SYNERGY	POWER CHARGES	7,204.15

SHIRE OF WICKEPIN
CHEQUE LISTING
1/9/2013 TO 30/9/2013

Date	Name	Description	Amount
EFT3973	18/09/2013 WURTH AUSTRALIA P/L	GRINDING WHEEL	330.61
EFT3974	23/09/2013 YVONNE BOWEY CONSULTING	BUDGET UPLOAD & JULY FINANCIALS	1,485.00
EFT3975	23/09/2013 BEST OFFICE SYSTEMS	COPIER CHARGES FOR WATERSHED	1,866.57
EFT3976	23/09/2013 YEALERING AGPARTS & REPAIRS	GLOBES	364.36
EFT3977	23/09/2013 COVS PARTS PTY LTD	WIRE	60.95
EFT3978	23/09/2013 STAPLES / CORPORATE EXPRESS	STATIONERY	267.57
EFT3979	23/09/2013 CONCEPT ONE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	188.05
EFT3980	23/09/2013 LIBBY HEFFERNAN	2 HOURS CLEANING ON 22SEP13	40.00
EFT3981	23/09/2013 ING CUSTODIANS PTY LTD	SUPERANNUATION CONTRIBUTIONS	190.29
EFT3982	23/09/2013 RG & JE MILLER FAMILY TRUST	MICHELLE MILLER CONTRACT HOURS	3,580.50
EFT3983	23/09/2013 STAR TRACK EXPRESS	FREIGHT	177.92
EFT3984	23/09/2013 NARROGIN TOYOTA	CHAINS AW BARS	325.72
EFT3985	23/09/2013 PUBLIC LIBRARIES WA	PLWA MEMBERSHIP 2013/2014	102.50
EFT3986	23/09/2013 RAMSAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	93.14
EFT3987	23/09/2013 SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS	50.00
EFT3988	23/09/2013 STEERE DINGO SERVICES	TELECENTRE REPAIRS	4,386.79
EFT3989	23/09/2013 TELSTRA	PHONE CHARGES	83.07
EFT3990	23/09/2013 T-QUIP	PARTS	88.15
EFT3991	23/09/2013 THE VINES RESORT & COUNTRY CLUB	P VLAHOV ACCOMMODATION	780.00
EFT3992	23/09/2013 SYNERGY	ELECTRICITY CHARGES 7 JUNE 13 TO 30 AUG 13	4,063.35
EFT3993	23/09/2013 WA LOCAL GOVT ASSOCIATION	ADVERT SALE OF WOOL PRESSES	248.97
EFT3994	23/09/2013 WURTH AUSTRALIA P/L	WORKSHOP SUPPLIES & WK 342	285.75
EFT3998	05/09/2013 ANZ BANK	CREDIT CARD PURCHASES	975.85
TOTAL			<u>208,665.97</u>

Governance, Audit and Community Services

10.2.03 - EHO/Building Surveyor's Report – No 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:	10 October 2013

Enclosure / Attachment: Nil

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

Building Licenses:

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

Implications: Not applicable

Financial Implications: Not applicable

Strategic Implications: Not applicable

Recommendation: Not applicable

Voting Requirements: Simple Majority

4.21pm – CDO Natalie Manton entered the Chambers.

Governance, Audit and Community Service

10.2.04 – Community Development Officer's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Natalie Manton, Community Development Officer
File Reference:	
Author:	Natalie Manton, Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	10 October 2013

Enclosure / Attachment: Nil

Arts and Cultural	<ul style="list-style-type: none"> Completed CANWA application for 2014 sculpture project. Obtained letters of support for funding application.
Community Development	<p>Townscape</p> <ul style="list-style-type: none"> Attend Townscape meeting. On site meeting with JMac Engineering re: Wickepin War Killed in Action Memorial. Commenced ANZAC funding application and obtained quotes. Discussion with gardener regarding shire garden project. Background research for war memorial project and photos of other memorials. Follow up payment of Shire of Wickepin community grants. <p>CRC Building</p> <ul style="list-style-type: none"> Background research on building options and funding. <p>Other</p> <ul style="list-style-type: none"> Provided notes for Watershed. Follow up grant opportunities for Shire of Wickepin projects. Forwarded information to community members on grant opportunities and events. Cemetery plaque orders. <p>CLGF 12/13 Projects</p> <p>Wickepin Cemetery</p> <ul style="list-style-type: none"> .
Community Safety and Crime Prevention	<ul style="list-style-type: none"> .
Economic Development	<p>Living Lakes Project</p> <ul style="list-style-type: none"> Checked for tender result on website.
Tourism, Marketing and Promotion	<ul style="list-style-type: none"> Sent site plan to Market Creations for new website. Arranged wildflower advertising in conjunction with the Australia's Golden Outback and Dryandra Visitor's Centre.

Sport and Recreation	Kidsport <ul style="list-style-type: none"> Entered Kidsport vouchers onto database. Walk trails <ul style="list-style-type: none"> Follow up emails and calls regarding pedestrian maze and lease arrangements. Other <ul style="list-style-type: none"> Follow up information on CSRFF grants for Wickepin Golf Club. Investigate funding for shade sail at Community Centre.
Special Needs Groups inc; Youth, Disabled and Older People.	<ul style="list-style-type: none">
Heritage	<ul style="list-style-type: none"> Background research and information on Tincurrin Hall. Obtained information from other councils.
Other	<ul style="list-style-type: none">

Funding Applications Status Report

Project Name	Funding Organisation	Amount Requested exc Gst	Status
Yealering Swimming Hole	State NRM Office	\$15,000	Application for funding to fill in the Yealering lake swimming hole submitted 4 July 2013. Council contribution \$15,500 in cash and in-kind.
Refurbishment of Wickepin Hall and Facey Group Building	Regional Development Australia	\$85,700	Sent 12 July 2013. Pending.
Walk trails plan	Lotterywest	\$11,960	Sent 20 August 2013.

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Nil.

Recommendation:

That council notes the report from the Community Development Officer dated 10 October 2013.

Voting Requirements: Simple majority.

Resolution No 161013-07

Moved Cr Astbury / Seconded Cr Lansdell

That council notes the report from the Community Development Officer dated 10 October 2013.

Carried 7/0

The President brought item 10.4.01 forward for discussion.

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:	10 October 2013

Enclosure / Attachment: Nil.

Background:

Lifestyle Retirement Committee Meeting held Wednesday 9 October 2013.

Comment:

The Lifestyle Retirement Committee Meeting was held on Wednesday 9 October 2013 and passed the following Recommendations:

Moved Cr Coxon / Seconded Colin Hemley

That an invite be extended to Rick Wilson to the next Lifestyle Retirement Meeting to discuss aged housing and in particular funding.

Carried 7/0

Moved Karen Williamson / Seconded Colin Hemley

That the Lifestyle Retirement Committee advise Council that it believes there is a need for 6 units on the plot of land known as Johnston Park and that it requests Council to pursue funding for the construction of the 6 units by the 2015/2016 financial year.

Carried 7/0

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Not applicable.

Recommendation:

That:

1. An invite be extended to Rick Wilson to the next Lifestyle Retirement Meeting to discuss aged housing and in particular funding.
2. Council pursue funding for the construction of the 6 units by the 2015/2016 financial year.

Voting Requirements: Simple majority

Resolution No 161013-08

Moved Cr Astbury / Seconded Cr Lansdell

That:

1. An invite be extended to Rick Wilson member for O'Connor to the next Lifestyle Retirement Meeting to discuss aged housing and in particular funding.
2. Council pursue funding for the construction of the 6 units on the Johnston Park site by the 2015/2016 financial year.

Carried 7/0

Governance, Audit & Community Services

10.2.05 - Dual Fire Control Officers 2013/2014

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: Town of Narrogin
File Reference: 901
Author: Mark Hook Chief Executive Officer
Disclosure of any Interest: Nil
Date of Report: 19 September 2013

Enclosure / Attachment: Nil

Background:

Council has received a letter from the Town of Narrogin requesting Mr Guy Maley be appointed as a Dual Fire Control Officer with the Shire of Wickepin.

Comment:

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

Council has authorised the following Dual Fire Control officers so far this Year;

Shire of Pingelly	Leonard Shaddick Neville Gordon Giles Victor Arthur Lee Andrew Augustin
Shire of Corrigin	
Shire of Narrogin	Alastair McDougall Tim Shepherd
Town of Narrogin	
Shire of Cuballing	
Shire of Dumbleyung	
Shire of Wagin	Steve Angwin
Shire of Pingelly	
Shire of Kulin	

Statutory Environment: Bush Fires Act 1954.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary:

Council is being requested by the Town of Narrogin to appoint Mr Guy Maley as Dual Fire Control Officer for the 2013/2014 fire season.

Recommendation:

That Council appoints Guy Maley as Dual Fire Control Officer from the Town of Narrogin for the 2013/14 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

Voting Requirements: Simple majority

Resolution No 161013-09**Moved Cr Easton / Seconded Cr Lansdell**

That Council appoints Guy Maley as Dual Fire Control Officer from the Town of Narrogin for the 2013/14 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

Carried 7/0

Governance, Audit and Community Services

10.2.06 - Appointment of Authorised officers

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	1823
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	8 October 2013

Enclosure / Attachment Nil.

Background

Under various acts and regulations, Council must appoint authorised officers to act on behalf of Council under these acts and regulations.

Comment

The last list of authorised officer for the Shire of Wickepin is:

Shire of Wickepin

Appointments

It is hereby notified for public information that;

Gillian Spargo, Bronwyn Dew and Amanda Harvey have been appointed as Dog Registration Officer's under the Dog Act 1976 (as amended);

Alan Leeson and, Peter Vlahov have been appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Local Government Act 1995 (as amended)

Local Government Act (Miscellaneous Provisions Act 1960)

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

The Control of Vehicles (Off Road Areas Act 1978 (as amended))

Philip Gough has been appointed as an Authorised Officer to exercise powers pursuant to the Dog Act 1976. All previous appointments are cancelled.

Alan J Leeson, Chief Executive Officer.

Shire of Wickepin

To ensure Council complies with the Legislation and Regulations, Council needs to adopt the following persons as authorised officers to allow for the officers to legally carry out their role;

Shire of Wickepin

Appointments

It is hereby notified for public information that;

Leah Pearson, Kerry Fisher, Louise Leeson and Michelle Miller, to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Authorised officer under the Cat Act 2011;

Dog Registration Officer's under the Dog Act 1976 (as amended);

Mark Hook, Peter Vlahov and Guy Maley to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Local Government Act 1995 (as amended)

Local Government Act (Miscellaneous Provisions Act 1960)

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

All previous appointments are to be cancelled.

Statutory Environment

Authorised Person under the *Local Government Act 1995 as Amended*.

Authorised Person under the Local Government (Miscellaneous Provisions) Act 1960.

Authorised Person under the Litter Act 1979

26. *Authorised officers, appointment and jurisdiction of etc.*

- (1) *For the purposes of this Act an authorised officer is —*
 - (a) *any member of the Police Force;*
 - (b) *any person appointed as such pursuant to subsection (2) within the area of jurisdiction entrusted to him by the appointment;*
 - (c) *within the district of a local government, any person who is —*
 - (i) *a member of the council of the local government; or*
 - (ii) *an employee of the local government; or*
 - (iii) *an honorary inspector appointed by the local government under section 27AA.*

Authorised Person under the Bush Fires Act 1954

14B. Powers of authorised persons during authorised periods

- (1) *In this section — authorised person means a bush fire liaison officer or another person who is given an authorisation and includes a person acting under an authorised person's orders and directions under section 13(6);*

Authorised person under the Cat Act 2011

Division 3 — Authorised persons

Subdivision 1 — Appointment of authorised persons

48. Authorised persons

- (1) *A local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions under this Act.*
- (2) *A person who is not an employee of a local government cannot be appointed to be an authorised person for the purposes of section 62.*
- (3) *An authorisation under this section may be made on such conditions as the local government determines, in writing given to the authorised person.*
- (4) *The local government may, in writing given to the authorised person, at any time, cancel an authorisation under this section or add, vary or cancel a condition of an authorisation.*
- (5) *The local government is to issue to each authorised person appointed under subsection (1) a certificate stating that the person is an authorised person for the purposes of this Act.*
- (6) *An authorised person appointed under subsection (1) must —*
- (a) *carry the certificate at all times when exercising powers or performing functions as an authorised person; and*
 - (b) *produce for inspection the certificate at the reasonable request of any person; and*
 - (c) *if he or she ceases to be an authorised person, return the certificate to the local government as soon as is practicable.*

Penalty: a fine of \$5 000.

Dog Act 1976

3. Interpretation

- (1) *In this Act, unless the context otherwise requires —*

authorised person *means a person who is appointed by a local government, to exercise powers on behalf of the local government, under section 29(1);*

registration officer *means a person authorised by the local government to effect the registration of dogs pursuant to this Act;*

- (3) *A person who is authorised by a local government to exercise any power under this Act shall be furnished with a certificate in the prescribed form evidencing his appointment, and shall produce that certificate on being required so to do by a person in respect of whom he exercises, has exercised, or is about to exercise any such power.*

Policy Implications: Nil.

Financial Implications: Nil.

Strategic Implications: Not applicable.

Summary:

Council is being requested to appoint authorised officers under various acts and regulations to allow officers to exercise powers under these acts or regulations.

Recommendation:

1. That the Shire of Wickepin makes the following appointments:

Leah Pearson, Kerry Fisher, Louise Leeson and Michelle Miller, to be appointed as Authorised Officers to exercise powers pursuant to the following legislations

Authorised officer under the Cat Act 2011;

Dog Registration Officer's under the Dog Act 1976 (as amended);

Mark Hook, Peter Vlahov and Guy Maley (Town of Narrogin Ranger) to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Local Government Act 1995 (as amended)

Local Government Act (Miscellaneous Provisions Act 1960)

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

2. That all previous appointments be cancelled.

Voting Requirements: Simple Majority

Resolution No 161013-10**Moved Cr Astbury / Seconded Cr Easton**

1. That the Shire of Wickepin makes the following appointments:

Leah Pearson, Kerry Fisher, Louise Leeson and Michelle Miller, to be appointed as Authorised Officers to exercise powers pursuant to the following legislations

Authorised officer under the Cat Act 2011;

Dog Registration Officer's under the Dog Act 1976 (as amended);

Mark Hook, Peter Vlahov and Guy Maley (Town of Narrogin Ranger) to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Local Government Act 1995 (as amended)

Local Government Act (Miscellaneous Provisions Act 1960)

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

2. That all previous appointments be cancelled.

Resolution No 161013-11**Moved Cr Lansdell / Seconded Cr Russell**

That the item lay on the table until the CEO provides further information on the matter.

Carried 7/0

4.53pm – CEO Mark Hook departed the Chambers to obtain more information on agenda item 10.2.06. The meeting continued and item 10.2.09 was dealt with whilst the CEO was out of the room. The CEO returned to the Chambers at 4.51pm.

Resolution No 161013-12**Moved Cr Russell / Seconded Cr Easton**

That Council return to item 10.2.06.

Carried 7/0

Resolution No 161013-13**Moved Cr Astbury / Seconded Cr Easton**

1. That the Shire of Wickepin makes the following appointments:

Leah Pearson, Kerry Fisher, Louise Leeson and Michelle Miller, to be appointed as Authorised Officers to exercise powers pursuant to the following legislations

Authorised officer under the Cat Act 2011;

Dog Registration Officer's under the Dog Act 1976 (as amended);

Mark Hook and Peter Vlahov to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Local Government Act 1995 (as amended)

Local Government Act (Miscellaneous Provisions Act 1960)

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

Guy Maley (Town of Narrogin Ranger) to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

2. That all previous appointments be cancelled.

Carried 7/0

Resolution differs from the Officers Recommendation as Council felt that Guy Maley (Town of Narrogin Ranger) should be appointed to the Bush Fires Act 1954, Dog Act 1976, Litter Act 1979 and the Cat Act 2011 only.

4.53pm – CEO Mark Hook departed the Chambers to obtain more information on agenda item 10.2.06.

The President brought forward agenda item 10.2.09 for discussion.

Governance, Audit & Community Services

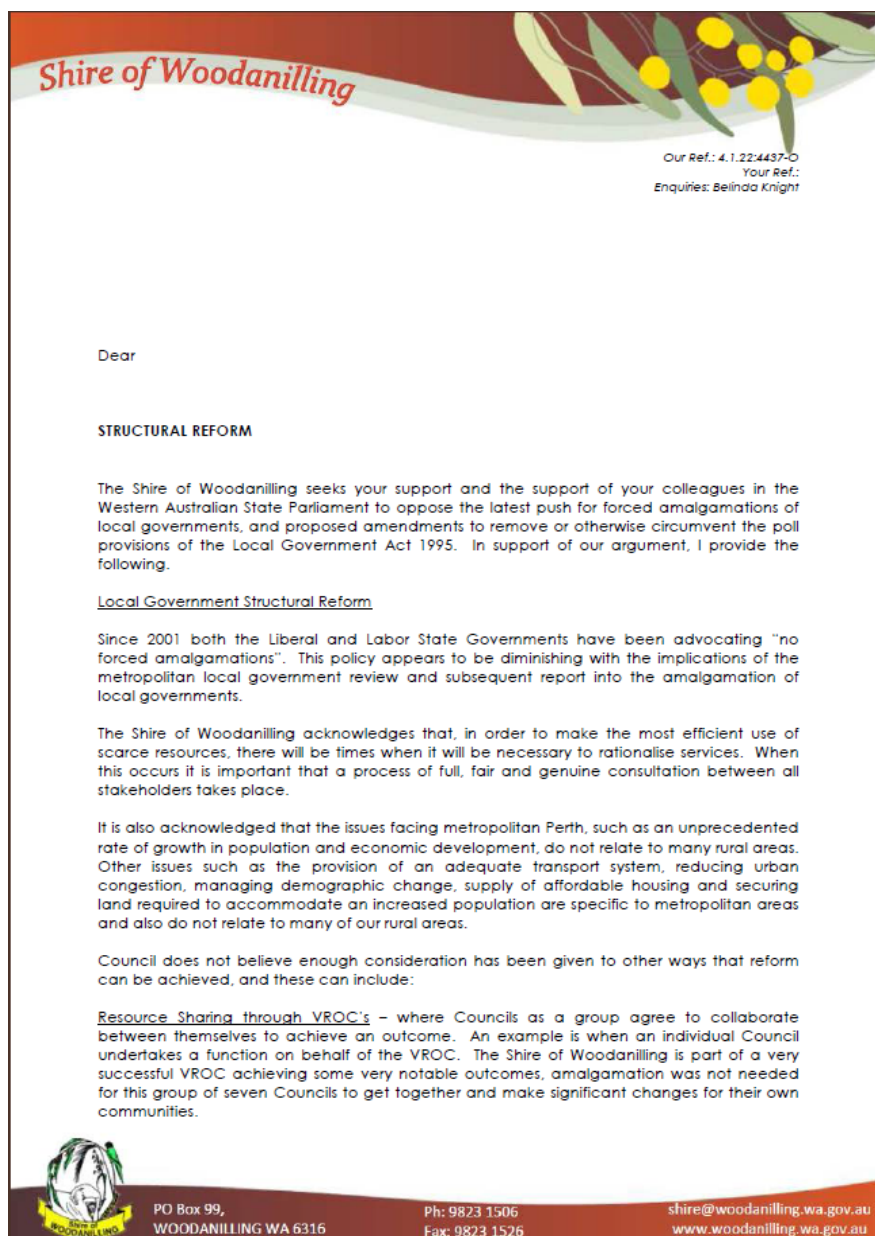
10.2.09 – Shire of Woodanilling – Structural Reform

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	1418
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	9 October 2013

Enclosure / Attachment: Nil.

Background:

The Shire of Wickepin has received the following letter from the Shire of Woodanilling;





Shire of Woodanilling

Resource Sharing through Joint Enterprises – where Councils form a joint business unit to achieve economies of scale across a functional area of core business. Business units do not seem to have been considered in the reform process, and is one way to achieve many goals for local communities.

Boundary Changes – where council boundaries are relocated to incorporate an area(s) in an adjoining Council(s). This may be a solution for some local governments that have an area within their municipal boundaries that has a very different commonality of interest or community identity with the remainder of the shire/town/city.

In summary, structural reform should not only consider the physical boundaries of Councils, but also the areas of collaborative/joint business and operational arrangements each Council is willing to consider.

If the State Government is true to its commitment of “no forced amalgamations” then it needs to encourage local governments to openly participate in the reform process without the threat of amalgamation impeding the process, and to be guided by the following key principles:

- that whilst there may be preconceived opinions on the need for change and preferred outcomes, it is important that the reform process assesses the strengths and weaknesses of ALL options so that informed decisions can be made;
- that the whole of community be engaged throughout the reform process, and feedback sought throughout the process to ensure any proposed outcomes are in the best interest of each community.
- that all participants acknowledge the sensitivities relating to human resource issues within the relevant local governments throughout the reform process.
- that regard be given to the activities of existing regional councils and various VROC's as an input to, and possible outcome of the reform process;
- that necessary resources are allocated to ensure the review process can function equitably, effectively and efficiently;
- that Councils participate in the reform process in a spirit of mutual respect with an emphasis on partnership, cooperation and collaboration; and
- that all participants from both State and local government, acknowledge that the reform process is voluntary and that by agreeing to participate in a review does not automatically commit a Council to any particular reform option or outcome.



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Shire of Woodanilling



I would like to close this section with an extract from "Improving Efficiency in Australian Local Government: Structural Reform as a Catalyst for Effective Reform", p 11 the findings of Brian Dallery, Lin Crase and Sue O'Keefe (2005):

"Australian councils are typically characterized by inertia and a chronic inability to react efficaciously to changes in the economic and social environment. By forcing local authorities to take stock of their situation and obliging them to act decisively, structural reform processes that threaten (but do not enforce) amalgamation represent an efficient policy instrument for overcoming municipal inertia. Moreover, since the individuals comprising councils are also the most knowledgeable regarding local problems, and thus the most able to formulate efficient solutions to these local problems, the 'partial' reform alternatives they create are likely to be superior to the heavy hand of state government imposed amalgamation. In other words, 'top-down' state government structural reform policy initiatives carrying the threat of amalgamation constitute an efficient mechanism for evoking optimal 'bottom-up' structural change models, providing state governments do not enforce amalgamation and allow local models of inter-council collaboration to flourish."

Schedule 2.1 – Local Government Act 1995 – Section 8 – Electors May Demand Poll on a Recommended Amalgamation

The Shire of Woodanilling opposes the proposal to repeal the poll provisions of the Local Government Act 1995, highlighting that the removal of this democratic right is a wholesale silencing of our community, as well as the voice of every other citizen in WA

The Shire of Woodanilling supports the "Councils for Democracy", the following of which is an extract of correspondence you may have already received:

"The poll provisions, otherwise known as the Dadour Amendment, protect the rights of voters to decide for themselves on whether to proceed with any proposal to amalgamate their Council with other Councils. Our understanding is that amendments will be introduced into the Parliament in September 2013.

This right to self-determination, embodied in Schedule 2.1 of the Local Government Act, entitles 250 voters or 10% of all voters in a local government district (whichever is the lesser) to call for a poll to be held on a proposed merger of their Council. A voter turnout of at least 50% is required for a valid poll. If that threshold is reached, the result is based on a simple majority. The poll provisions provide the opportunity for electors to decide if a merger is in the best interests of their community and protects every local council from forced amalgamation.

The State Government of Western Australia has already announced that amendments to strip voters in the metropolitan area of their entitlement to call a poll will later be extended to rural councils as well.



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Shire of Woodanilling

To now vote in favour of the proposed amendments to the poll provisions would be a breach of the election mandate of State parliamentarians (whether they be Liberal, National, Labor or Green) at the 9 March 2013 State Election, to not support any forced amalgamations of local governments in WA.

Unless these legislative changes to the poll provisions are stopped, we all face forced amalgamations."

In closing, I once again reiterate that the Shire of Woodanilling is seeking your support and the support of your colleagues in the Western Australian State Parliament to oppose the latest push for forced amalgamations of local governments, and proposed amendments to remove or otherwise circumvent the poll provisions of the Local Government Act 1995

Kind Regards,

BELINDA KNIGHT
CHIEF EXECUTIVE OFFICER

7 October 2013



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Comment:

The letter from the shire of Woodanilling is requesting Councils support by writing a similar letter to all our members of State Parliament.

Council passed the following resolution at the September Council meeting for the Shire of Serpentine Jarrahdale;

Resolution No 170913-16**Moved Cr Hinkley / Seconded Cr Allan**

That the Shire of Wickepin supports the Serpentine Jarrahdale Shire in its public campaign to stop the removal of the Dadour provisions from schedule 2.1 of the Local government Act 1995.

Carried 8/0

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary:

Council is being requested to support the Shire of Woodanilling in its campaign to stop the removal of the Dadour provisions from schedule 2.1 of the Local government Act 1995.

Recommendation:

That the Shire of Wickepin supports the Shire of Woodanilling in its campaign to stop the removal of the Dadour provisions from schedule 2.1 of the Local government Act 1995 by forwarding the following letter to the local members of State Parliament.

"The Shire of Wickepin seeks your support and the support of your colleagues in the Western Australian State Parliament to oppose the latest push for forced amalgamations of local governments, and proposed amendments to remove or otherwise circumvent the poll provisions of the Local Government Act 1995."

Voting Requirements: Simple majority.

Resolution No 161013-14**Moved Cr Astbury / Seconded Cr Easton**

That the Shire of Wickepin supports the Shire of Woodanilling in its campaign to stop the removal of the Dadour provisions from schedule 2.1 of the Local government Act 1995 by forwarding the following letter to the local members of State Parliament.

"The Shire of Wickepin seeks your support and the support of your colleagues in the Western Australian State Parliament to oppose the latest push for forced amalgamations of local governments, and proposed amendments to remove or otherwise circumvent the poll provisions of the Local Government Act 1995."

Carried 6/1

4.51pm - The CEO returned to the Chambers.

Governance, Audit & Community Services

10.2.07 – Asset Management Plan Strategy

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	572
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	9 October 2013

Enclosure / Attachment: Draft Asset Management Strategy.

Background:

The objective of the Shire of Wickepin Building and Structures Asset Management Plan is to outline the tasks and resources required to manage and maintain Council's building and structures portfolio to an agreed standard.

Part of the overall Asset Management Planning Council needs to have an Asset Management Strategy; the attached Asset Management Strategy has been drafted by Councils Consultants DL Consulting.

An Asset Management Strategy outlines how the local government's asset portfolio will:

- Meet the service delivery needs of its communities into the future;
- Enable their Asset Management Policy to be achieved; and
- Ensure that asset management is established as part of the local government's plan for the future.

It prioritises and articulates the delivery of community service needs through the development of Asset Management Plans for each asset class.

The Asset Management Strategy responds to four questions:

1. What assets do we currently have?
2. What is the current asset management position, including current and forecast future needs and adequacy of funding?
3. Where do we want to be (in relation to the plan for the future)?
4. How will we get there?

Comment:

This asset management strategy is prepared to assist Council in improving the way it delivers services from infrastructure including roads, bridges, footpaths, parks and recreation, and buildings and structures.

These infrastructure assets have a replacement value of \$93,137,964.

The asset management strategy is to enable Council to show:

- how its asset portfolio will meet the service delivery needs of its community into the future;
- enable Council's asset management policies to be achieved; and
- ensure the integration of Council's asset management with its long term strategic plan.

Adopting this asset management strategy will assist Council in meeting the requirements of national sustainability frameworks, the Integrated Planning Framework introduced under the Local Government Act 1995 and providing services needed by the community in a financially sustainable manner.

The asset management strategy is prepared following a review of the Council's service delivery practices, financial sustainability indicators, asset management maturity and fit with Council's vision for the future outlined in the Strategic Community Plan.

The strategy outlines an asset management improvement plan detailing a program of tasks to be completed and resources required to bring.

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

Policy Implications: No Policy.

Financial Implications: Not applicable.

Strategic Implications: Nil.

Summary:

Council is being requested to adopt the attached asset management strategy to assist Council in improving the way it delivers services from infrastructure including roads, bridges, footpaths, recreation parks, and structures.

Recommendation:

That Council adopts the attached asset management strategy as part of its overall asset management program.

Voting Requirements: Absolute Majority.

Note: Referred to next meeting as more information required.

Governance, Audit & Community Services

10.2.08 – 2012 Central Country Zone

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	1414
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 October 2013

Enclosure / Attachment: Nil.

Background:

With the approach of the 2013 Local Government Elections on Saturday 19 October 2013 it is time to consider the election to the following positions on the Central Country Zone:

- WALGA State Council Representative and Deputy State Council Representative;
- Zone President;
- Zone Deputy President;
- Three Zone Executive Committee Members;
- Wheatbelt Health MOU Group Representatives (3 delegates);
- Local Government Grain Freight Group (1 delegate and 1 deputy delegate); and
- District Emergency Management Committee (1 delegate and 1 deputy delegate).

Comment:

The qualification for election to the positions of WALGA State Council Representative and Deputy State Council Representative, Zone President, Zone Deputy President and the three Zone Executive Committee Members is that a nominee must be an elected member and also a Council appointed delegate to the Zone. This qualification, however, does not apply to nominations for the positions on the Wheatbelt Health MOU Group (3 delegates), Local Government Grain Freight Group (1 delegate and 1 deputy delegate) and District Emergency Management Committee (1 delegate and 1 deputy delegate).

Whilst formal nominations will not be called until later in October it is appropriate to indicate the details of nominations being sought so Council can consider the matter when appointing delegates to various organisations following the elections.

The positions are currently held by:

- WALGA State Council Representative and Deputy State Council Representative; [Mayor Don Ennis \(representative\)](#) and [Cr Philip Blight](#)
- Zone President; [Cr Jim Sullivan](#)
- Zone Deputy President; [Cr John Cowcher](#)
- Three Zone Executive Committee Members; [Cr Dee Ridgway](#), [Cr Rob Madson](#) and [Cr Andrew Borthwick](#)
- Wheatbelt Health MOU Group Representatives (3 delegates); [Cr Shirley Lange](#), [Cr Moya Carne](#) and [Mr Graeme Fardon](#)
- Local Government Grain Freight Group (1 delegate and 1 deputy delegate); [Cr Darryl Richards](#) and [Cr Philip Blight](#)
- District Emergency Management Committee (1 delegate and 1 deputy delegate); [Cr Philip Blight](#) and [Cr Greg Ball](#)

Statutory Environment: *Local Government Act 1995*

Policy Implications: Nil.

Financial Implications: Nil.

Strategic Implications: Nil.

Summary:

Council is being requested to advise the delegates to the CCZ WALGA Meeting to nominate the following candidates to fulfil the positions as requested;

- WALGA State Council Representative and Deputy State Council Representative [Mayor Don Ennis \(representative\)](#) and [Cr Philip Blight](#)
- Zone President; [Cr Jim Sullivan](#)
- Zone Deputy President; [Cr John Cowcher](#)
- Three Zone Executive Committee Members; [Cr Dee Ridgway](#), [Cr Rob Madson](#) and [Cr Andrew Borthwick](#)
- Wheatbelt Health MOU Group Representatives (3 delegates); [Cr Shirley Lange](#), [Cr Moya Carne](#) and [Mr Graeme Fardon](#)
- Local Government Grain Freight Group (1 delegate and 1 deputy delegate); and [Cr Darryl Richards](#) and [Cr Philip Blight](#)
- District Emergency Management Committee (1 delegate and 1 deputy delegate). [Cr Philip Blight](#) and [Cr Greg Ball](#)

Recommendation:

That Council delegates to the CCZ WALGA Meeting to nominate the following candidates to fulfil the following positions;

- WALGA State Council Representative and Deputy State Council Representative; [Cr Philip Blight](#) and [Mayor Don Ennis \(representative\)](#)
- Zone President; [Cr Jim Sullivan](#)
- Zone Deputy President; [Cr John Cowcher](#)
- Three Zone Executive Committee Members; [Cr Dee Ridgway](#), [Cr Rob Madson](#) and [Cr Andrew Borthwick](#)
- Wheatbelt Health MOU Group Representatives (3 delegates); [Cr Shirley Lange](#), [Cr Moya Carne](#) and [Mr Graeme Fardon](#)
- Local Government Grain Freight Group (1 delegate and 1 deputy delegate); [Cr Darryl Richards](#) and [Cr Philip Blight](#)
- District Emergency Management Committee (1 delegate and 1 deputy delegate); [Cr Philip Blight](#) and [Cr Greg Ball](#)

Voting Requirements: Simple majority

10.3.01 – Townscape & Cultural Planning Committee Meeting

Recommendations

Submission To:	Townscape and Cultural Planning Committee
Location / Address:	Whole Shire
Name of Applicant:	Townscape and Cultural Planning Committee
File Reference:	
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 October 2013

Enclosure / Attachment: Nil.

Background:

Townscape and Cultural Planning Committee Meeting held Wednesday 9 October 2013.

Comment:

The Townscape and Cultural Planning Committee Meeting was held on Wednesday 9 October 2013 and passed the following Recommendation:

Moved Helen Warrilow / Seconded Margaret Fleay

That the Townscape and Cultural Planning committee recommend to Council that the Wickepin Art Competition/Exhibition be held in October 2014.

Carried 5/0

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Not applicable.

Recommendation:

That the Wickepin Art Competition/Exhibition be held in October 2014.

Voting Requirements: Simple majority.

Resolution No 161013-15

Moved Cr Astbury / Seconded Cr Russell

That the Wickepin Art Competition/Exhibition be held in October 2014.

Carried 7/0

11. President's Report

The President advised Council of the CBH meeting taking place on Thursday 17 October at 3.30pm, to meet at the Shire administration office. All Councillors are welcome to attend.

The President also advised of the funeral of Doug Hill he attended along with Cr Coxon, which the President advised was a sad loss to the community.

The President noted that this will be Cr Astbury's last Council meeting and thanked him for his 16 years of contribution to the Shire of Wickepin. The President advised Council that there has been 50 years of service from the various Astbury's.

Cr Astbury thanked the President for his kind words and support, and advised Council that he has enjoyed his time at the Shire of Wickepin. Cr Astbury gave a brief history of all the Astbury's that have been on Council at the Shire of Wickepin over the 50 years.

Council

12. – Chief Executive Officer's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	
Author:	Mark J Hook, Chief Executive Officer
Disclosure of Any Interest:	Nil
Date of Report:	9 October 2013

Wickepin Swimming Pool

The Work on the removal of the top part of the diving blocks from the deep end of the Wickepin Swimming Pool has commenced and should be finished before the opening of the 2013 pool Season.



Department of Regional Development Country Local Government fund 2012-13 Individual Allocation

The Shire of Wickepin has received the Financial Assistance Agreement for the Royalties for Regions project under the Department of Regional Development Country Local Government fund 2012-13 Individual allocation for the following Projects:

- Redevelopment Wickepin Cemetery
- Town Site Redevelopment Yealering
- Yarling Brook Estate Land Development

The Purpose of Funding relates to the redevelopment of Wickepin Cemetery, Town Site Redevelopment Yealering and Yarling land Estate development. The Project will revitalise the Wickepin Cemetery, upgrade the bowling facilities at Lake Yealering Bowling Club and provide 11 additional residential lots for sale in Wickepin.

Yealering Bowling Club

The Chief executive Officer has received and signed the contract for the works at the Yealering Bowling Club under the Royalties for Regions 2013/2014 individual allocation.

Works at the Yealering Bowling Club have been contracted to Evergreen Synthetic Grass (W.A) Pty Ltd and include the following works:

Upgrade Ditch walls

- Dig out and remove existing slabs and 1 m wide of clubhouse side paving
- Supply and install new ditch walls, new plinths
- Supply and install Apron grass glued to the top of the blocks and down the ditch wall face
- Supply and install 1m wide of apron grass in front of the clubhouse and at opposite end
- Supply and install long pile gutter grass
- Supply and install 1 brick wide header course around perimeter of apron grass

CONTRACT AMOUNT: \$40,449.00 inclusive of G.S.T



Community Resource Centre

The works on the Wickepin Community Resource Centre have commenced and the roof vents have been installed.

The air conditioning floor and roof vents were installed on Tuesday 8 October, which should assist in moving out the old stale air and circulating new fresh air.

Council's workforce will endeavour to do the drainage once the ground has dried out sufficiently, possibly November or December.

Dump Ezy Points Yealering and Harrismith

The Dump Ezy Points for the Yealering and Harrismith caravan parks have been requested from the Campervan Motor Home Club of Australia Ltd. Once we have received them, installation will be arranged with a local plumber.

Dyandra Visitor Centre

I attended the Dyandra AGM with Concillor Dave Astbury and the new committee was elected at this meeting.

Management Committee Members:

Representatives from the local Government authorities are automatically members of the management committee under Clause 7 (i) of the Constitution.

Nomination for Management Committee membership was called for and accepted by:

Rex Hayes (Downderry Wines), Brian Seale (Narrogin Motel), Neil Butterworth (Small Business Centre).

Election of Office Bearers:

All positions were declared vacant.

President:

Neil Butterworth - Nominated by Rex Hayes/Seconded by Shirley Lange.

Vice President:

Brian Seale - Nominated by Janice Sieber/Seconded by Rex Hayes.

Minutes Secretary:

Helen Grainger - Nominated by Shirley Lange/Seconded by Joy Meharry.

Treasurer:

Joy Meharry - Nominated by Janice Sieber/Seconded by Shirley Lange.

Auditor:

Geoff McKeown was appointed as auditor for 2014 subject to acceptance.

Some of the highlights for the year as reported by the Manager are:

- November 2012 we were the last organisation to hold a Regional Tourism Boost Workshop and this was well attended.
- December 11th-14th 2012 the Narrogin Old Courthouse Museum Collection Significance Assessment was conducted by Cathy Day. This was of great benefit to the Town of Narrogin as it provides a starting point for the museum to develop as a tourist attraction.
- December 2012 Barna Mia celebrated its 10th Birthday.
- DCVC participated in the NCC Shop Local Promotion with \$200 of gift vouchers distributed to customers
- February 2013 we (Susan Guy & I) had a successful meeting with the Narrogin Art Group and Museum committee in order to revamp the museum so that the original courthouse could be better displayed as per suggestions by Cathy Day.
- March 2013 Jac Eerbeek conducted a workshop with the DCVC Committee from which a marketing strategy was formulated for DCVC.
- May – Mother's Day weekend 2013 was the inaugural Dryandra Country Art, Food & Wine Trail. A very successful collaboration with Arts Narrogin.
- May 2013 Small Business Awards- DCVC was a finalist in the Community Organisation Category
- June 2013 Development of a Draft Business Plan for DCVC with the assistance of the Small Business Centre.
- September 2013 the arts & crafts at The Narrogin Courthouse Museum were re-merchandised and the features of the courthouse are now clearly seen. DCVC supplied the shop fittings which were excess to our requirements and I donated my personal time.
- September 2013 –completion of DCVC's Participation in the Visitor Centre Review that has been commissioned by Tourism WA.

LGMA Annual Conference

I will be attending the annual Local Government Managers Association state conference which commences on Wednesday 30 October 2013 and concludes Friday 1 November.

The theme for the conference this year is "Up Periscope - scan the horizon." The conference program includes presentations from popular speakers such as keynote Norman Chorn whose topic is 'Strategic leadership in times of uncertainty and change'.

Other program sessions include "Seven organisational habits that drive high performance teams" by Darren Harris, "Influence and persuasion" by Steve Wells and the closing keynote "Flawless execution" by Afterburner - a team of elite Australian fighter pilots sharing how they execute every mission Plan - Brief - Execute - Debrief in a dynamic, often dangerous and constantly changing environment.

CEO New Vehicle

The change over of the Chief Executive Officers vehicle will be undertaken on Thursday 24 October as per Councils Budget.

The changeover figures are for a new 2013 VF WM Caprice 6lt V8 Auto changeover price \$10,000.

The higher than normal changeover price is due to the new model and the next change over should be back to the \$2,000 per vehicle at a 15,000km change over.

Elections

Congratulations to all the Councillors elected unopposed at the recent close of nominations for the 2013 Local Government Elections.

To Councillor Dave Astbury and Councillor Kevin Coxon; thank you for all your efforts over the years and from all the staff thank you for your contribution, we wish you well in your new adventures away from Local Government.

Annual Leave

I will be taking annual leave from 4 to 8 November 2013. This is directly after the LGMA Annual Conference, so I will be away from the office from Wednesday 30 October 2013 to Monday 11 November 2013 as per the resolution;

Resolution No 210813-16**Moved Cr Coxon / Seconded Cr Russell**

That Council allow the Chief Executive Officer to take Annual Leave from 4 - 8 November 2013.

That Mrs Natalie Manton is made the Acting Chief Executive Officer in Mr Mark Hook's absence on Annual Leave.

Carried 7/0**Transfer Stations**

The Manager of Works has commenced work on the transfer stations at Yealering, Harrismith and Tincurrin. All sites have been cleared and leveled and engineering drawings have been done for the retaining walls.

Each site still has to be fenced and the gravel pads laid down. This will commence during harvest movements.

Harrismith before and after



Tincurrin before and after



Yealering before and after



Meetings Attended

September 2013	Issue/Subject
24/09	Dale Hughes Talis Consultants Roman 2 Training
26/09	<p><u>Dryandra Country Visitors Centre</u></p> <ol style="list-style-type: none"> 1. Electricity charges- Consumption accounts for the last 7 years have been received. An actual (not estimated) read has to be taken for the correct amount to be invoiced to the Town of Narrogin for reimbursement. (Approximately \$5000). 2. All water usage and rates have been paid for 2012-13 The new Water Corporation charges for Service (Rates) appear to have been incorrectly calculated. Colin Bastow was contacted on 6th September and a request for it to be re-assessed was made, as yet there has been no response. 3. Draft Business Plan- Neil Butterworth will re draft the plan again with the agreed changes. Mark Hook and Aaron Cook have made themselves available for further consultation. 4. Budget- for 2013-2014: Motion to accept the budget as discussed at the Business Plan Meeting. With agreed change 'Do not use account - \$6,000.00' be deleted from the Profit and Loss (Budget Analysis) report. <p><u>General Business:</u></p> <ol style="list-style-type: none"> 1. Caravan Park vouchers – in collaboration between Town of Narrogin, Narrogin Chamber of Commerce and DCVC. When booking in at the caravan park through the TON \$10 vouchers are available to spend at any Member of Chamber of Commerce business and can be picked up at DCVC. No requests for vouchers have been received so far. 2. Don reported that the Narrogin Caravan Park has been re- added to the Caravan Park listing. 3. Boyagin Rock Walk Trail Project- Helen Elliott attended a meeting of the Pingelly Tourism Group on 25th September. It was well attended with a broad range of attendees. The purpose of the meeting was to introduce Neil Tredwell of Tredwell Management Services and secure an agreement with his company to proceed to construct a master plan for the proposed trail. This was achieved and a time frame decided upon. Funding was obtained by the Shire to bring it to this stage of development and the future of the project is looking very positive. 4. Helen Elliott mentioned the upcoming Business after Hours meeting to be held at DCVC "Ghost Town, Clone Town or Home Town. What do you want to become?" Monday 14th of October 5.30 – 7.30pm. 5. Constitution: A sub-committee consisting of Don Ennis, Brian Seale, Neil Butterworth and Mark Hook was formed to come up with recommendations for a new DCVC Constitution. 6. As the managers extended contract expires 31st October the matter will be discussed at the next meeting. An appropriate 'Job Description' and KPIs for the Manager of DCVC will be drafted in consultation with the President and the manager before the next meeting.
October 2013	Issues
7/10	<p><u>Daniel Hazebroek, Project Manager, LandCorp</u></p> <p>Discussions were held regarding LandCorp undertaking the residential land development Yarling Brook Stage 2 and 3 under the LandCorp Regional Development Assistance Program.</p> <p>Daniel felt that the project has merit and that Council should pursue this option. Council has received funding for this development through the 2012/2013 Royalties for Regional Individual component of \$ 218,868</p> <p><u>Regional Development Assistance Program</u></p> <p>Due to the often prohibitive costs associated with undertaking developments in regional WA, many projects are not commercially viable and the supply of privately developed land is often limited or non-existent. Through the Regional Development Assistance Program (RDAP) the State Government provides LandCorp with limited funding to progress regional projects that do not break-even, but is essential to supporting the revitalisation and growth of regional towns and centres. Under the RDAP, Local Authorities can identify potential land development projects and apply to LandCorp for assistance to progress development.</p>
9/10	Townscape and Cultural Planning Committee Meeting.
9/10	Lifestyle Retirement Meeting

Delegations

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing Cheques	September 2013	Nil
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO	Writing agreement lot 3 and 4 Wogolin Road, Wickepin (Ranieri and Dougall Gazebo)	September 2013	Wickepin Hotel and Wickepin Newsagency (Ranieri and Dougall)
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	Facey Group – Spring Field Day Wander to Wickepin – Bush Dance	18 September 2013 27 September 2013	Facey Group Wander to Wickepin Committee
A13	Waiving Hire fees of Community Halls / Community Centre	CEO	Wander to Wickepin – Bush Dance	27 September 2013	Lucinda Satori
A14	The Food Act 2008 and The Food Regulations 2009	CEO			

Recommendations:

That Council endorses the Chief Executive Officers Report dated 9 October 2013.

Voting Requirements: Simple majority

Resolution No 161013-16

Moved Cr Lansdell / Seconded Cr Astbury

That Council endorses the Chief Executive Officers Report dated 9 October 2013.

Carried 7/0

13. Notice of Motions for the Following Meeting

14. Reports & Information

15. Urgent Business

16. Closure

There being no further business the Presiding Officer declared the meeting closed at 5.13pm.