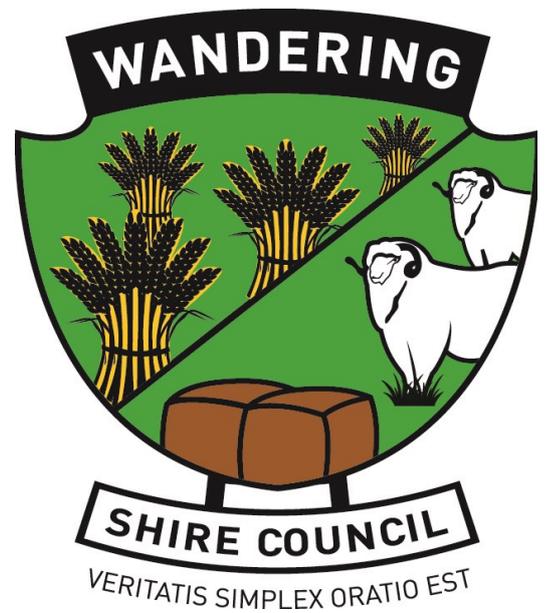


SHIRE OF WANDERING MINUTES



**17 May
2018**

MINUTES OF THE ORDINARY COUNCIL MEETING

Wandering Shire Council Chamber

Thursday 17 May, 2018, 3.30pm.

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Notice of Meeting

The next Ordinary Council Meeting for the Shire of Wandering will be held on Thursday 17 May 2018 in the Council Chambers, 18 Watts Street, Wandering commencing at 3.30pm.

Amanda O'Halloran
Chief Executive Officer

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Wandering warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Wandering for any act, omission or statement or intimation occurring during a Council meeting.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 3.36 pm

VISITORS

Nicola Kelliher

Greg Hill

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors:

Cr B Whitely

President

Cr C Ferguson

Deputy President

Cr G Parsons

CR J Price

Cr I Turton

Staff:

A O'Halloran

Chief Executive Officer

C Ryan

Manager of Finance

M Treasure

Manager of Communities (minutes)

Leave of Absence

Cr M Watts

3. DISCLOSURE OF INTERESTS

DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE) (updated 13 March 2000)

A member who has a Financial Interest in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (c) Preside at the part of the Meeting, relating to the matter or;
- (d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have a Financial Interest in a matter. I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measured in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc., and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e. if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.

3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it MUST be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The only exceptions are:
 - 6.1 Where the Councillor discloses the extent of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
 - 6.2 Where the Minister allows the Councillor to participate under s5.69 (3) of the Local Government Act, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

DEFINITION: An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'.

A member who has an Interest Affecting Impartiality in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

IMPACT OF AN IMPARTIALITY CLOSURE

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote.

With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 PREVIOUS COUNCIL MEETINGS AND BUSINESS ARISING FROM MINUTES

6.1.1 ORDINARY COUNCIL MEETING

Minutes of the Shire of Wandering Ordinary Council Meeting held on Thursday 19 April 2018

ATTACHMENT 6.1.1

COUNCIL DECISION – ITEM 6.1

MOVED: Cr G Parsons

SECONDED: Cr C Ferguson

That the Minutes of the Shire of Wandering Ordinary Council Meeting held on Thursday 19 April 2018 (Attachment 6.1.1) be confirmed as a true and correct record.

CARRIED 5/0

7. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Mrs Nicola Kelliher

Presented the community submissions collated in regards to the Department of Primary Industries and Regional Development's proposed funding cut to the Community Resource Centre Program. Mrs Kelliher gave a brief outline of the campaign.

Cr Whitely thanked Mrs Kelliher for organising the Community Consultation and her significant contribution to the raising of Wanderings political profile, Cr Turton also congratulated Mrs Kelliher for her volunteer work in the Wandering CRC campaign.

Mrs Nicola Kelliher left the meeting at 3.46pm

9. REPORTS OF COMMITTEES

Meet "The Minister for Primary Industries and Regional Development" Meeting

Cr Whitely, Cr Price, CEO Amanda O'Halloran attended – Northam 2 May 2018

- Organised by the Wheatbelt Development Commission
- Minister gave a presentation, then questions from the floor
- 150 people approximately in attendance
- Cr Price made a statement regarding HEWDA and the joint effort of the Shire of Wandering, Williams and Boddington to facilitate the development of an Albany Hwy Agricultural / Economic corridor.
- A letter has been forwarded to the Minister inviting her to Wandering to discuss issues and opportunities.

Community Consultation Meeting – Proposed CRC Funding Cuts

Cr Whitely, Cr Turton, Cr Watts attended 14 May 2018

- Well attended by the community – significant turn out for Wandering, broad cross section of the community.
- The Program and the proposed classification of the Wandering CRC as a Tier 2, instead of Tier 1 was discussed.
- Community groups and members of the community spoke about what the Wandering CRC's value is to them and the community as a whole.
- The community were encouraged to forward submissions for presentation to Council

Country Central Zone Meeting - Teleconference

Cr Whitely, Cr Turton and CEO Amanda O'Halloran attended by Teleconference 27 April 2018

- The Meeting was centred on the WALGA State Council Agenda, enabling the Shires of the Zone to have input at that level.

- Key topics of the meeting – Review of Building, Planning and other licences – WLAGA has submitted a submission to the Economic Regulation Authority, Proposed amendments to the WALGA Constitution – There are a number of areas up for review.
- CRC funding cuts were given high priority – WALGA to support
- Discussion was had regarding the State and Local Government Road Funding Agreement and progress of late? There has been little progress, however it has been realised that funding has decreased between the last agreement and the most recent – WALGA continuing to lead on this.

10. REPORTS OF OFFICERS

10.1 CHIEF EXECUTIVE OFFICER

10.1.1 USE OF COMMON SEAL AND ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR THE MONTH OF MARCH 2018

File Reference	1.1.29.1
Proponents:	Nil
Disclosure of Interest:	Nil
Date:	7 May 2018
Previously Before Council:	N/A
Authors Name & Position:	Amanda O'Halloran CEO

NATURE OF COUNCIL'S ROLE IN THE MATTER:

- Advocacy *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive *The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative *Includes adopting local laws, local planning schemes and policies.*
- Review *When Council reviews decisions made by Officers.*
- Quasi-judicial *When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).*

PURPOSE OF THE REPORT

The purpose of this agenda item is to report to Council for information, Use of the Common Seal and actions performed under delegated authority requiring referral to Council, for the month of March 2018.

BACKGROUND

Council has authorised the updated delegations register at the November 2017 Ordinary Meeting of Council. The procedure associated with the register is to report to Council the activities or actions that have been performed under the Delegated Authority. A report will be completed for Council at each meeting that identifies (1) use of the Common Seal, and (2) actions performed under the Delegated Authority requiring referral to Council as per the Shire of Wandering Delegated Authority Register 2017.

COMMENT/ DETAILS

Actions performed under delegation during March 2018 are provided below:

- **Food Stall Holders Licence:**
Wandering CWA 16/04/2018 Anzac Breakfast 25th April 2018
- **Planning Approval:**
Nil
- **Building Licences Issued:**
Lions Club of Wandering - Wandering Fair Food Van (roof structure) BL180 Permit issued 29/04/2018
- **Health:**
Nil
- **Payments:**
 - Payments made from the Municipal Account as per financial report attached at 10.4.1 of this Agenda.

CONSULTATION

Planning and Building Specialists City of Kalamunda
Environmental Health Officer

STATUTORY/ LEGAL ENVIRONMENT

Local Government Act 1995 Section 9.49A

POLICY IMPLICATIONS

Affixing the Shire of Wandering Common Seal Policy
Shire of Wandering Delegations Register 2016
Purchasing and Tendering Policy

FINANCIAL IMPLICATIONS

Nil – all payments have been approved in the 2017/18 Annual Budget.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Strategic Community Plan			
Outcome	Strategies	Strategies	
5.2	Accountable decision making and resource allocation through effective governance.	5.2.1	Ensure the Council's decision making process is effective and transparent.
		5.2.2:	Ensure that the organisation's governance structure, policies and procedures are current and relevant.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council **ACCEPT** the report "Use of Common Seal and Actions Performed under Delegated Authority" for the month of April 2018.

COUNCIL DECISION – ITEM 10.1.1

MOVED: Cr I Turton

SECONDED: Cr C Ferguson

That Council **ACCEPT** the report "Use of Common Seal and Actions Performed under Delegated Authority" for the month of April 2018.

CARRIED 5/0

10.1.2 PUMPHREY'S BRIDGE RISK ASSESSMENT

File Reference	33.1.5.7 & 24.1.3
Proponents:	Nil
Disclosure of Interest:	Nil
Date:	9 May 2018
Previously Before Council:	Nil
Authors Name & Position:	Amanda O'Halloran
Attachments:	10.1.2.1 State Heritage Council WA – Place Database 10.1.2.2 Shire of Wandering Municipal Inventory 10.1.2.3 LGIS RISK ASSESSMENT

NATURE OF COUNCIL'S ROLE IN THE MATTER:

- Advocacy *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive *The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative *Includes adopting local laws, local planning schemes and policies.*
- Review *When Council reviews decisions made by Officers.*
- Quasi-judicial *When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).*

PURPOSE OF THE REPORT

Council has requested a safety review of the old Pumphreys Bridge as there has been increasing concern building in the community regarding its safety. This report outlines the Local Government Insurance Scheme (LGIS) Risk Assessment and seeks Councils direction on the Shires preferred way forward.

BACKGROUND

Recent complaints and concerns have been brought to the Councils attention regarding the risk of injury at the Pumphrey's Bridge site. The Shire of Wandering owns the Bridge and in recent times has not attended to any preventative maintenance on the Bridge or remaining structure.

The Bridge is considered to be culturally and historically significant to the Shire and the region.

Information taken from State Heritage website:



*Hotham River, Wandering Narrogin Rd, Pumphrey Rd, York Williams Rd Wandering;
Constructed from 1905 to 1986*

Other Heritage Listings and Surveys

TYPE	STATUS	DATE	GRADING/MANAGEMENT
			CATEGORY
Statewide Lge Timber Str Survey	Completed	11 Dec 1998	
Municipal Inventory	Adopted	20 Feb 1997	
RHP - To be assessed	Current	13 Feb 2004	

Statement of Significance

The bridge has historic value as a reminder of the continuing development of the area around the turn-of-the century when the increasing number of settlers meant that a more suitable bridge needed to be built.

Physical Description

The bridge is of tradition road bridge construction. The bridge is built in sets of three poles buried into the ground and connected at the top with transitional beams. These sets of poles are evenly spaced and support the bridge work that comprises of secondary timber beams and planks. Each set of poles is diagonally braced. The bridge is finished on both sides with a timber balustrade with a painted top rail and intermediate rail.

History

Although a return issued by the Wandering Roads Board on 17 December 1895 showed that since its inception four bridges and 59 culverts had been built, no necessity for large bridges had been noted. That is, until 1905, when a considerably larger bridge than the usual small bridge was required. After the opening of the GSR in 1899, both Pingelly and Narrogin were surveyed as townsites. This meant that both places were being prepared to accommodate Wandering settlers from both sides of the Hotham River. Since about 1865, a crude stone structure across the river was the only means of crossing the river, and this could only be accomplished during the summer. Owing to the increasing number of settlers, both south and north of the river, it was decided to build a large bridge to span a straight stretch. The contract for the building of the bridge was let to Mr White by the Road and Bridge section of the Public Works Department at an estimated cost of £750.¹ The annual report of the Department of Public Works for the year 1905 noted, "Bridge - Hotham River (Pumphrey's) Wandering - Timber Bridge - completed"² Minor repair works were carried out in 1938, and in 1950, the Main Roads Department tested its safety, finding that the foundation timbers were stable enough for another fifty years.

Integrity/Authenticity

INTEGRITY High Degree AUTHENTICITY High Degree

ATTACHMENT 10.1.2.1 State Heritage Council WA – Place Database

The Bridge is listed as a place of significance on the WA State Heritage Listing and is recognised in the Shires Heritage Inventory 1997.

ATTACHMENT 10.1.2.2 Shires Municipal Inventory Record

The Shires Municipal Inventory conducted a heritage assessment undertaken by Kelly Aris Conservation Architect which incorporated a Statement of Significance which incorporates a category of management strategy. The management strategy is designed to guide community planning and development control. The following management Strategies can apply:

- Category 1: Place deserving the highest level of protection appropriate; recommended for consideration for entry in the State's *Register of Heritage Places*. Maximum encouragement should be provided to the owner to conserve the significance of the place.
- Category 2: Place considered to have a high level of significance valued by the local community; should be provided maximum encouragement to the owner under the town planning scheme to conserve the significance of the place.
- Category 3: Place considered to have a lesser degree of significance: to be retained and conserved if possible, and the conservation of the significance of the place should also be encouraged

- through provisions of the town planning scheme. It is recommended that prior to any major changes to the place, or demolition, that a photographic record be taken of the place.
- Category 4: Historic site without built features, but have some significance as a reminder of where an important place once stood. The place may be recognised with a plaque, place name or its importance may be reflected in urban design.
- Category 5: Place is not essential to an understanding of the history of the Shire of Wandering; should be photographically recorded prior to any redevelopment or demolition.
- Category 6: Assess in more detail when considering a development application.
- Category 7: Place is considered to have little local significance and is not recommended for inclusion in the provisions of the Town Planning Scheme.
- The Shires Municipal Inventory has the Bridge classified as a Category 6.

The Bridge was decommissioned in the 1950's and no maintenance has been undertaken since this time.

COMMENT/ DETAILS

The Risk Assessment carried out by LGIS representatives has outlined significant safety and maintenance concerns. A formal structural assessment of the Bridge has not been undertaken at this time; however a general risk assessment has been undertaken incorporating known facts and visual assessment. There is evidence at the site that vehicles and pedestrians are accessing the bridge to some extent. Web review of tourist sites related to the bridge and camping area show pictures of people on the bridge and swimming around the bridge.

The current state of the structure suggests that the bitumen seal is holding the wooden beam structures in place. There is evidence of termite activity old and new and cracking through the wooden beams is evident from visual assessment. The middle deck of the Bridge has collapsed and this has created a significant water hazard on and below the water.

Access to the remaining bridge from land and water is easily gained and there is currently no warning or preventative systems in place to warn people of the risks involved.

The LGIS Risk Assessment states that the key risks considered include:

- Further collapse of the Bridge Structure while persons are on it
- Persons falling from the Bridge Structure due to deficiency of guardrail or decking
- Persons hitting hidden underwater elements of bridge structure whilst jumping/ swimming
- Person becoming snagged or entrapped on underwater elements of the collapsed bridge structure
- Vehicular access to structure causing collapse
- Vehicle access to the structure and driving off end/sides, possibly exacerbated during hours of darkness

All the above risks have a potential to occur, with the likelihood of occurrence rated as either "possible" or "likely". In the event that the hazard was realised it is equally "likely" that the injury caused was serious or fatal, due to the height and water aspects of the overall situation. This puts the overall risk at high leading to extreme, which is not an acceptable risk level that should be assumed by the Shire or the insurer.

The Assessment indicates that the Shire notified the Department of Planning, Lands and Heritage in 2009 that the two middle sections of the structure had collapsed and that agreed safety measures would be implemented. To date not formal measures have been undertaken.

The LGIS Risk Assessment advises that the Shire at a minimum undertakes isolation and administrative controls that meet current Australian Standards. These measures would include adequate signage and the implementation of a safety barrier to prevent persons from accessing either side of the Bridge. Safety barrier would need to be implemented at a distance that prevented person's gaining access to the structures from the East and West.

The Risk Assessment goes further to suggest that given the dilapidated state of the Bridge at this time that Council should consider the complete removal of the structure and any significant structures hidden under the water. Removal of the Bridge through demolition is a substantial operation that will require significant project management and financial resources, prior to any community considerations being undertaken.

The Council is therefore requested to accept the LGIS report as a thorough and reasonably comprehensive report which clearly outlines the associated risks incumbent on the Shire as owner of the Bridge. The Shire Administration recommends that immediate action in regards to signage and barrier protection is undertaken and implemented. Council is also requested to further consider the historical significance of the Bridge and undertake the necessary assessments that would give further strategic direction to Council on the preventative maintenance required and works that could preserve the Bridge as a historically significant site having tourism advantages to the region.

ATTACHMENT 10.1.2.3 LGIS Risk Assessment

CONSULTATION

LGIS Representatives
Main Roads WA Representatives

STATUTORY/ LEGAL ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

No budget allocation has been made for any risk control works specifically, there are some funds budgeted in the 2017/18 budget for signage and road safety treatments generally that may be able to be allocated if Council wanted swift action in this area. Planning for the 2018/19 Annual Budget is currently underway and if Council was in agreement funds could be allocated to cover the works suggested.

Council is currently insured to cover the site, however should the Council be seen to not have adequate risk controls in place given the risk assessment and identified risk known since 2009, this could have serious financial and reputational consequences for the Shire of Wandering.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 4 – Infrastructure and services that are well planned and delivered.

Strategic Community Plan			
Outcome	Strategies	Strategies	
4.1	Outcome 4.1: Infrastructure that is well constructed, maintained and utilised	4.1.1	Maintain and further develop roads at appropriate standards
		4.1.4:	Develop asset management plans for all Shire infrastructure and assets that consider current and future needs and are linked to the Long Term Financial Plan

Goal 5 – A strong and effective Organisation

Strategic Community Plan			
Outcome	Strategies	Strategies	

5.1	Accessible customer services and information systems	5.1.1	Promote and deliver responsive customer services
5.2	Accountable decision making and resource allocation through effective governance.	5.2.1	Ensure the Council's decision making process is effective and transparent.
		5.2.2:	Ensure that the organisation's governance structure, policies and procedures are current and relevant.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. Accept the LGIS Pumphreys Bridge Risk Assessment;
2. Agree that Pumphreys Bridge is of significant heritage significance for the Shire of Wandering and that it is Councils preference that the Bridge remain insitu as a tourist attraction and as a reminder to the development of the region during the early 1900's; and
3. Instruct the CEO to implement sufficient Isolation, and Administration Risk Controls including but not limited to Australian Standard signage and barrier protection and agree to provision being made in the 2018/19 Budget to implement the controls within 3 months; and
4. Agree to undertake a Preservation Assessment inclusive of a Heritage and Engineering Assessment on Pumphreys Bridge helping to inform Council on the most appropriate strategic direction for the Shire of Wandering.

COUNCIL DECISION – ITEM 10.1.2

MOVED: Cr C Ferguson

ECONDED: Cr J Price

That Council:

1. Accept the LGIS Pumphreys Bridge Risk Assessment;
2. Agree that Pumphreys Bridge is of significant heritage significance for the Shire of Wandering and that it is Councils preference that the Bridge remain insitu as a tourist attraction and as a reminder to the development of the region during the early 1900's; and
3. Instruct the CEO to implement sufficient Isolation, and Administration Risk Controls including but not limited to Australian Standard signage and barrier protection and agree to provision being made in the 2018/19 Budget to implement the controls within 3 months; and
4. Agree to undertake a Preservation Assessment inclusive of a Heritage and Engineering Assessment on Pumphreys Bridge helping to inform Council on the most appropriate strategic direction for the Shire of Wandering.

CARRIED 5/0

10.1.3 ANNUAL REVIEW OF COUNCIL POLICIES

File Reference	1.1.27
Proponents:	
Disclosure of Interest:	
Date:	9 May 2018
Previously Before Council:	Nil
Authors Name & Position:	Amanda O'Halloran CEO
Attachments	10.1.3.1

NATURE OF COUNCILS ROLE IN THE MATTER:

- Advocacy *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
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- Review *When Council reviews decisions made by Officers.*
- Quasi-judicial *When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).*

PURPOSE OF THE REPORT

Section 2.7(2) (b) of the Local Government Act 1995 ("the Act") states that the making of policy is a role of the Council. Policies provide clarity, ownership, and accountability to the Wandering community and for the staff of the Shire. A review of the attached policies has been conducted as part 1 of the process to ensure accuracy and currency which reflect the Council's commitment to ensuring best practice governance principles. The policies attached have been reviewed by key stakeholders and Managers. The review included the need to define policy level; currency of the policy content; relevant statutory environments; policy owner and review timeframes; and formatting to align with the Shire's approved template models.

Part 2 with the remaining policies of Council will be presented at the December 2017 Meeting.

BACKGROUND

It was evident as part of the 2014/15 Probity Audit, all systems - policies, procedures, risk management and integrated planning, that a more formal and documented approach to Council's governance policies and procedures would be of benefit to all concerned. One of the suggestions was that Council adopt a maximum four year review timetable for all of its Policies.

The establishment of a formal management review system for all policies has been developed and integrated into the Shire work program. The regular review and analysis of Council's Policies highlights Council's focus on strategic governance as it provides clarity, ownership, and accountability to the Wandering community and for the operations staff of the Shire.

COMMENT/DETAILS

The review included the need to define currency of the policy content; relevant statutory environments; policy owner; review timeframes and format. All Council policies are kept in a Policy Register and uploaded onto the Shire's website and intranet.

Part 2 of the Council policies which have undergone review in 2016/17 are attached to this Agenda for consideration of approval. The next proposed review date is scheduled for May 2020. This is to coincide with the Election timetable and will enable new Councillors to be orientated and have input if required. Only minor changes to dates and file paths have been made to the attached Polices for endorsement by council. The following Polices are attached for review by Council:

- Corporate Credit Card ○ CP001
- Complaints and Compliments Handling ○ CP014
- Signage ○ CP026
- Integrated Planning ○ CP027
- Workforce Planning and Management ○ CP028
- Community Consultation and Engagement ○ CP029
- Councillors Representing Council as Delegates ○ CP030
- Private Works ○ CP031
- Premier's Australia Day Award ○ CP034
- Rates - Contiguous Valuations ○ CP038

ATTACHMENT 10.1.3.1

CONSULTATION

Shire Councillors
 Manager Communities and Works
 Shire Staff
 Department of Local Government
 WALGA

STATUTORY/ LEGAL IMPLICATIONS

The Local Government Act 1995 Section 2.7(2)(b) of the Local Government Act 1995 ("the Act") states that the making of policy is a role of the Council.

POLICY IMPLICATIONS

Reviewed policies updated as per Policy Register and Council's recommendation.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Strategic Community Plan			
Outcome	Strategies	Strategies	
5.2	Accountable decision making and resource allocation through effective governance.	5.2.1	Ensure the Council's decision making process is effective and transparent.
		5.2.2:	Ensure that the organisation's governance structure, policies and procedures are current and relevant.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council adopt the proposed reviewed policies as per **ATTACHMENT 10.1.3.1** of this Agenda and Minutes

COUNCIL DECISION – ITEM 10.1.

MOVED: Cr I Turton

SECONDED: Cr C Ferguson

That Council adopt the proposed reviewed policies as per **ATTACHMENT 10.1.3.1** of this Agenda and Minutes

CARRIED 5/0

10.1.4 CHANGE OF JULY COUNCIL MEETING DATE

File Reference	
Proponents:	
Disclosure of Interest:	
Date:	9 May 2018
Previously Before Council:	Nil
Authors Name & Position:	Amanda O'Halloran CEO
Attachments	

NATURE OF COUNCILS ROLE IN THE MATTER:

- Advocacy *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive *The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative *Includes adopting local laws, local planning schemes and policies.*
- Review *When Council reviews decisions made by Officers.*
- Quasi-judicial *When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).*

PURPOSE OF THE REPORT

Council is requested to support the change in July Council Meeting date from the 19 July 2018 to the 26 July 2018, to assist the administration with presentation of the 2018/19 Annual Budget

BACKGROUND

Due to resourcing issues and advertising timelines, the Shire Administration will have difficulty meeting statutory deadlines and timeframes to present the 2018/19 Annual Budget on the 19th July 2018. The Shire Administration is requesting a change of Council Meeting date by one week.

COMMENT/DETAILS

The Shire of Wandering Administration is requesting a change to the July Ordinary Meeting of Council by one week, moving the meeting to the 26 July from the 19. This will provide adequate time to undertake the Differential Rating advertising and support the Shires Finance Manager to meet their obligations at both the Shire of Williams and Wandering. This will have no operational impacts on the Shire.

CONSULTATION

Manager of Finance

STATUTORY/ LEGAL IMPLICATIONS

Regulation 12(2) of the *Local Government (Administration) Regulations 1996*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Strategic Community Plan			
Outcome	Strategies	Strategies	
5.2	Accountable decision making and resource allocation through effective governance.	5.2.1	Ensure the Council's decision making process is effective and transparent.
		5.2.2:	Ensure that the organisation's governance structure, policies and procedures are current and relevant.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council

1. **Endorse** the change of date for the July Ordinary Meeting of Council to the 26 July 2018.
2. **Instruct** the CEO to advertise the change in accordance with Regulation 12(2) of the

Local Government (Administration) Regulations 1996.

COUNCIL DECISION – ITEM 10.1.4

MOVED: Cr G Parsons

SECONDED: Cr J Price

That Council

1. **Endorse** the change of date for the July Ordinary Meeting of Council to the 26 July 2018.
2. **Instruct** the CEO to advertise the change in accordance with Regulation 12(2) of the

Local Government (Administration) Regulations 1996.

CARRIED 5/0

10.2 BUILDING AND PLANNING REPORTS

10.2.1 PLANNING APPLICATION – PROPOSED TRANSPORTABLE DWELLING – LOT 70 WANDOO CRESCENT, WANDERING

File Reference	A237
Proponents:	Lee and Lisa Coonz
Disclosure of Interest:	Nil
Date:	9 May 2018
Previously Before Council:	Nil
Authors Name & Position:	Luke Harris – Planning Officer, City of Kalamunda
Attachments:	Attachment 10.2.1.1 Aerial Photograph Attachment 10.2.1.2 BAL Certificate Attachment 10.2.1.3 Bushfire Management Plan Attachment 10.2.1.4 Site Plan and Elevation Plan

NATURE OF COUNCIL'S ROLE IN THE MATTER:

- Advocacy *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive *The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative *Includes adopting local laws, local planning schemes and policies.*
- Review *When Council reviews decisions made by Officers.*
- Quasi-judicial *When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).*

PURPOSE OF THE REPORT

This report recommends that Council approves the application for a proposed transportable dwelling at lot 70 Wandoo Crescent, Wandering, subject to appropriate conditions.

BACKGROUND

The applicant is seeking Council's planning approval to construct a transportable dwelling at Lot 70 Wandoo Crescent, Wandering. The site currently contains an outbuilding located in the centre of the property and is well vegetated.

Under the provisions of the Shire of Wandering's Town Planning Scheme No. 3 (TPS No.3), a dwelling is a 'P' permitted use on land zoned as rural-residential.

The subject site is located to the south-west of the Wandering Town Site, with access made via O'Connell Road and Wandoo Crescent. The lot is surrounded by other Rural-Residential properties. Aerial photography suggests that the majority of the adjoining properties have been developed at this time.

Under the terms of the information and plans submitted in support of the application the following is proposed:

1. Construction of a transportable dwelling on site;
2. The dwelling will be constructed on both sides of the existing outbuilding (shed);

3. The outbuilding will be converted into a meals and kitchen area;
4. A future verandah will attach to the perimeter of the building;
5. Maximum wall height of the transportable attachments is to be 2.4m; and
6. Setbacks to the proposal are compliant with the provisions of the Shire of Wandering TPS No.3

COMMENT/ DETAILS

Town Planning Scheme No. 3

The subject site is zoned as 'Rural Residential' under the Shire of Wandering's current operative TPS No.3.

The objectives outlined for rural residential zoned land within the Shire are as follows:

- a) *"To select areas wherein closer subdivision will be permitted to provide for such uses as hobby farms, horse breeding, rural-residential retreats, and rural-based commercial uses that are consistent with a rural residential zone.*
- b) *To generally select areas that are within approximately 8 kilometres of the town of Wandering to facilitate the provision of services to residents.*
- c) *To make provision for retention of the rural landscape and amenity in a manner consistent with the orderly and proper planning of such areas.*
- d) *Having regard for the size of the district, the fragile nature of the environment in many places, and the difficulties faced by the local government in providing services away from the town of Wandering, the local government will generally favour Rural-Residential zones be located close to the town of Wandering and then only where the environmental impacts are manageable".*

Under TPS No. 3 a dwelling has the following definition:

"Has the same meaning given to the term in the Residential Design Codes."

Under the Residential Design Codes, a dwelling is defined as follows:

"A building or portion of a building being used, adapted, or designed or intended to be used for the purpose of human habitation on a permanent basis by a single person, a single family, or no more than six persons who do not comprise a single family."

Compliance with Development Standards

After completing an assessment of the proposal against the development standards prescribed in TPS No.3, it is considered that the proposal satisfies the relevant requirements.

It is noted that under the Shire's Relocated Dwellings Policy Council may impose a number of conditions relating to the design and aesthetics of the structures to ensure that the amenity of the area is not unduly impacted. Of particular interest in this case are conditions requiring the provision of screening and the colour of the building being altered to match any existing structures on site.

It is considered that the proposal can be conditioned to match the existing outbuilding. In addition to this it is considered that the future verandahs will effectively mitigate the visual appearance of the structures.

As the site is located within a Bushfire Prone Area a Bushfire Attack Level (BAL) assessment was required to be undertaken for the site. The supplied report and BAL certificate (see Attachment 2) indicates that a rating of BAL-29 would exist for the house in its current location. Under the provisions of State Planning Policy 3.7 – Planning in Bushfire Prone Areas this is considered to be capable of being supported from a Planning perspective.

In addition to the BAL certificate the applicant has been required to submit a Bushfire Management Statement outlining how the bushfire risk of the site will be mitigated. The applicant has done so, with the resulting document provided indicating that some clearing will be required within 17m of the proposed dwelling to ensure compliance with the requirements of State Planning Policy 3.7 (Planning in Bushfire Prone Areas). Refer to Attachment 3 for the Bushfire Management Plan.

Section 5.16.3 (c) of the Shires TPS No.3 (Development Requirements in Rural-Residential Zones) states:

“in order to conserve the rural environment or features of natural beauty all trees shall be retained unless their removal is authorised by the local government.”

It is considered that in order to maintain a site that is considered safe for habitation from a bushfire perspective the clearing noted in the supplied Bushfire Management Plan is required to be undertaken. It is further considered that a condition can be placed on any approval granted by Council that states that only clearing in accordance with the approved Plans can be undertaken on the site. Any unauthorised clearing may be followed up as a compliance matter by the Shire of Wandering.

ATTACHMENTS: 10.2.1.1, 10.2.1.2, 10.2.1.3, 10.2.1.4

OFFICER COMMENT

The proposed transportable dwelling is compliant with all provisions of the Shire’s TPS No.3 in relation to setbacks and zoning requirements. The applicant has indicated that veranda’s will be installed on the structure to reduce the visual impact of the dwelling in line with the Shire’s Relocated Dwellings Policy. It is considered that appropriate conditions can be place on any approval granted to ensure that any clearing that is undertaken on site is in accordance with the supplied Bushfire Management Plan.

CONSULTATION

As the proposal complies with all aspects of the Shire of Wandering’s TPS No. 3 and relevant provisions of the Relocated Dwellings Policy it is considered that public notification is not required in this instance.

STATUTORY/ LEGAL ENVIRONMENT

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Scheme) Regulations 2015*
- *Shire of Wandering Town Planning Scheme No.3*

POLICY IMPLICATIONS

- *Town Planning Policy – Relocated Dwellings*
- *State Planning Policy 3.7 – Planning in Bushfire Prone Areas*

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 3 Development that is in keeping with the Rural Landscape

Strategic Community Plan

Outcome Strategies

3.1 Vibrant Rural Planning and Development

Goal 5 – A strong and effective Organisation

Strategic Community Plan

Outcome Strategies

Strategies

5.2	Accountable decision making and resource allocation through effective governance.	5.2.1	Ensure the Council's decision making process is effective and transparent.
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VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council **APPROVE** the planning application submitted by the applicants Lee and Lisa Coonz to construct a transportable dwelling at lot 70 Wandoo Crescent, Wandering, subject to the following conditions and advice notes.

Conditions

1. The development is to be undertaken in a manner consistent with the information and plans submitted in support of the application.
2. All stormwater generated by the proposed development shall be managed and disposed of onsite to the specifications and satisfaction of the Shire of Wandering.
3. The proposed development shall be provided with an adequate on-site effluent disposal system constructed and maintained to the specifications and satisfaction of the Shire of Wandering.
4. The transportable dwelling shall be painted or clad to match the colouring of the existing outbuilding (shed) on-site, to the satisfaction of the Shire of Wandering.
5. Prior to the issue of a building permit the applicant is to undertake all works associated with the approved Bushfire Management Plan.
6. Vehicle parking, manoeuvring and circulation areas are to be suitably constructed and drained to the satisfaction of the Shire of Wandering, prior to the occupation of the dwelling.
7. A notification, pursuant to section 70A of the *Transfer of Land Act 1893* is to be placed on the certificate(s) of title of the proposed lot(s). Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

“This land is subject to a Bushfire Management Plan.”

Advice Notes

1. In regard to Conditions 5 and 7, the applicant is advised that the Bushfire Management Plan must be maintained in perpetuity and periodically reviewed to ensure compliance with the latest fire management requirements.
2. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Wandering having first been sought and obtained.

3. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the *Environmental (Noise) Regulations 1997*.
4. No construction works shall commence on the land without the Shire's written approval.
5. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Wandering Town Planning Scheme No.3 and may result in legal action being initiated by the local government.

COUNCIL DECISION – ITEM 10.1.1

MOVED: Cr J Price

SECONDED: Cr G Parsons

That Council **APPROVE** the planning application submitted by the applicants Lee and Lisa Coonz to construct a transportable dwelling at lot 70 Wandoo Crescent, Wandering, subject to the following conditions and advice notes.

Conditions

8. The development is to be undertaken in a manner consistent with the information and plans submitted in support of the application.
9. All stormwater generated by the proposed development shall be managed and disposed of onsite to the specifications and satisfaction of the Shire of Wandering.
10. The proposed development shall be provided with an adequate on-site effluent disposal system constructed and maintained to the specifications and satisfaction of the Shire of Wandering.
11. The transportable dwelling shall be painted or clad to match the colouring of the existing outbuilding (shed) on-site, to the satisfaction of the Shire of Wandering.
12. Prior to the issue of a building permit the applicant is to undertake all works associated with the approved Bushfire Management Plan.
13. Vehicle parking, manoeuvring and circulation areas are to be suitably constructed and drained to the satisfaction of the Shire of Wandering, prior to the occupation of the dwelling.
14. A notification, pursuant to section 70A of the *Transfer of Land Act 1893* is to be placed on the certificate(s) of title of the proposed lot(s). Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

"This land is subject to a Bushfire Management Plan."

Advice Notes

6. In regard to Conditions 5 and 7, the applicant is advised that the Bushfire Management Plan must be maintained in perpetuity and periodically reviewed to ensure compliance with the latest fire management requirements.
7. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Wandering having first been sought and obtained.
8. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the *Environmental (Noise) Regulations 1997*.
9. No construction works shall commence on the land without the Shire's written approval.
10. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Wandering Town Planning Scheme No.3 and may result in legal action being initiated by the local government.

CARRIED 5/0

10.2.2 PLANNING APPLICATION – PROPOSED DWELLING – LOT 6 POLLARD ROAD, WANDERING

File Reference	A381
Proponents:	Denise Jervis and Michael Ellis
Disclosure of Interest:	Nil
Date:	2 May 2018
Previously Before Council:	Nil
Authors Name & Position:	Luke Harris – Planning Officer, City of Kalamunda
Attachments:	Attachment 10.2.2.1 Aerial Photograph Attachment 10.2.2.2 Site Plan and Elevation Plan

NATURE OF COUNCIL'S ROLE IN THE MATTER:

- Advocacy *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive *The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative *Includes adopting local laws, local planning schemes and policies.*
- Review *When Council reviews decisions made by Officers.*
- Quasi-judicial *When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).*

PURPOSE OF THE REPORT

This report recommends that Council approves the application for a proposed dwelling at Lot 6 Pollard Road, Wandering, subject to appropriate conditions.

BACKGROUND

The applicant is seeking Council's planning approval to construct a dwelling at Lot 6 Pollard Road, Wandering. The site is currently vacant and does not appear to be well vegetated based on aerial imagery (Refer Attachment 1). The land is currently zoned as 'Rural-Residential' under the Shire of Wanderings Town Planning Scheme No. 3 (TPS No.3).

Under the provisions of TPS No.3, a dwelling is a 'P' permitted use on land zoned as rural-residential.

The subject site is located to the north of the Wandering Town Site, with access made via the North Bannister-Wandering Road, and Charlton Road. The lot is surrounded by other Rural-Residential properties. Aerial photography suggests that the lots to the north of the site have been developed, however it appears that the remaining surrounding lots are not developed at this time.

Under the terms of the information and plans submitted in support of the application the following is proposed:

1. Construction of a single storey dwelling on stilts on site;
2. The dwelling will be located fairly centrally on the site;
3. A wrap-around verandah will be constructed on the perimeter of the building;
4. Maximum wall height of the dwelling (including the stilts) is to be 4m; and
5. Setbacks to the proposal are compliant with the provisions of the Shire of Wandering TPS No.3

COMMENT/ DETAILS

Town Planning Scheme No. 3

The subject site is zoned as 'Rural Residential' under the Shire of Wandering's current operative TPS No.3.

The objectives outlined for rural residential zoned land within the Shire are as follows:

- a) *"To select areas wherein closer subdivision will be permitted to provide for such uses as hobby farms, horse breeding, rural-residential retreats, and rural-based commercial uses that are consistent with a rural residential zone.*
- b) *To generally select areas that are within approximately 8 kilometres of the town of Wandering to facilitate the provision of services to residents.*
- c) *To make provision for retention of the rural landscape and amenity in a manner consistent with the orderly and proper planning of such areas.*
- d) *Having regard for the size of the district, the fragile nature of the environment in many places, and the difficulties faced by the local government in providing services away from the town of Wandering, the local government will generally favour Rural-Residential zones be located close to the town of Wandering and then only where the environmental impacts are manageable".*

Under TPS No. 3 a dwelling has the following definition:

"Has the same meaning given to the term in the Residential Design Codes."

Under the Residential Design Codes, a dwelling is defined as follows:

"A building or portion of a building being used, adapted, or designed or intended to be used for the purpose of human habitation on a permanent basis by a single person, a single family, or no more than six persons who do not comprise a single family."

Compliance with Development Standards

After completing an assessment of the proposal against the development standards prescribed in TPS No.3, it is considered that the proposal satisfies the relevant requirements

ATTACHMENTS: 10.2.1.1, 10.2.1.2

OFFICER COMMENT

The proposed dwelling is compliant with all provisions of the Shire's TPS No.3 in relation to setbacks and zoning requirements. The site is not located within a bushfire prone area and is not required to comply with *State Planning Policy 3.7 – Planning in Bushfire Prone Areas*. External referral was not required due to compliance, and internal referral to Health returned no concerns.

CONSULTATION

As the proposal complies with all aspects of the Shire of Wandering's TPS No. 3 and relevant provisions of the Residential Design Codes it is considered that public notification is not required in this instance.

STATUTORY/ LEGAL ENVIRONMENT

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Scheme) Regulations 2015*
- *Shire of Wandering Town Planning Scheme No.3*

POLICY IMPLICATIONS

- *Town Planning Policy – Residential Design Codes*

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 3 Development that is in keeping with the Rural Landscape

Strategic Community Plan	
Outcome	Strategies
3.1	Vibrant Rural Planning and Development

Goal 5 – A strong and effective Organisation

Strategic Community Plan			
Outcome	Strategies	Strategies	
5.2	Accountable decision making and resource allocation through effective governance.	5.2.1	Ensure the Council's decision making process is effective and transparent.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council **APPROVE** the planning application submitted by the applicants Denise Jervis and Michael Ellis to construct a dwelling at Lot 6 Pollard Road, Wandering, subject to the following conditions and advice notes.

Conditions

1. The development is to be undertaken in a manner consistent with the information and plans submitted in support of the application.
2. All stormwater generated by the proposed development shall be managed and disposed of onsite to the specifications and satisfaction of the Shire of Wandering.
3. The proposed development shall be provided with an adequate on-site effluent disposal system constructed and maintained to the specifications and satisfaction of the Shire of Wandering.
4. Vehicle parking, manoeuvring and circulation areas are to be suitably constructed and drained to the satisfaction of the Shire of Wandering, prior to the occupation of the dwelling.

Advice Notes

1. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Wandering having first been sought and obtained.

2. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the *Environmental (Noise) Regulations 1997*.
3. No construction works shall commence on the land without the Shire's written approval.
4. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Wandering Town Planning Scheme No.3 and may result in legal action being initiated by the local government.

COUNCIL DECISION – ITEM 10.2.2

MOVED: Cr I Turton

SECONDED: Cr G Parsons

That Council **APPROVE** the planning application submitted by the applicants Denise Jarvis and Michael Ellis to construct a dwelling at Lot 6 Pollard Road, Wandering, subject to the following conditions and advice notes.

Conditions

1. The development is to be undertaken in a manner consistent with the information and plans submitted in support of the application.
2. All stormwater generated by the proposed development shall be managed and disposed of onsite to the specifications and satisfaction of the Shire of Wandering.
3. The proposed development shall be provided with an adequate on-site effluent disposal system constructed and maintained to the specifications and satisfaction of the Shire of Wandering.
4. Vehicle parking, manoeuvring and circulation areas are to be suitably constructed and drained to the satisfaction of the Shire of Wandering, prior to the occupation of the dwelling.

Advice Notes

1. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Wandering having first been sought and obtained.
2. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the *Environmental (Noise) Regulations 1997*.
3. No construction works shall commence on the land without the Shire's written approval.
4. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Wandering Town Planning Scheme No.3 and may result in legal action being initiated by the local government.

CARRIED 5/0

**10.2.3 PROPOSED AMENDMENT TO SHIRE OF WANDERING TOWN PLANNING SCHEME NO. 3 –
REZONING OF LOT 189 AND PORTION OF LOT 190 NORTH WANDERING ROAD, WANDERING**

File Reference	A541
Proponents:	Robert John and Elaine Karen Cowan
Disclosure of Interest:	Nil
Date:	9 May 2018
Previously Before Council:	Nil
Authors Name & Position:	Luke Harris – Planning Officer, City of Kalamunda
Attachments:	Attachment 10.2.3.1 Amendment Document Attachment 10.2.3.2 Scheme Map Attachment 10.2.3.3 Application’s Report Attachment 10.2.3.4 Bushfire Management Plan

NATURE OF COUNCIL’S ROLE IN THE MATTER:

- Advocacy *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive *The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative *Includes adopting local laws, local planning schemes and policies.*
- Review *When Council reviews decisions made by Officers.*
- Quasi-judicial *When Council determines an application/matter that directly affects a person’s rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).*

PURPOSE OF THE REPORT

This report recommends that Council resolves to adopt, for the purposes of advertising, the proposed scheme amendment (the Amendment) to the Shire of Wandering’s Town Planning Scheme No. 3 (the Scheme) for rezoning of lot 189 and portion of lot 190, North Wandering Road, Wandering, in accordance with the requirements of the *Planning and Development (Local Planning Scheme) Regulations 2015* (the Regulations).

BACKGROUND

The subject sites were purchased by the applicant in June of 2017 with the intent to move to the area and construct houses for themselves and their family members to live in. Following discussion with the applicant it was determined that the current commercial zoning on lot 189 would not allow for the construction of a single house under the provisions of the Scheme. The applicant is now seeking through the Amendment to alter the zoning from commercial to allow for them to more effectively relocate to, build upon, and better utilise the land for their own personal use while at the same time rationalising and consolidating the location of Commercial zoned land on the site.

DETAILS

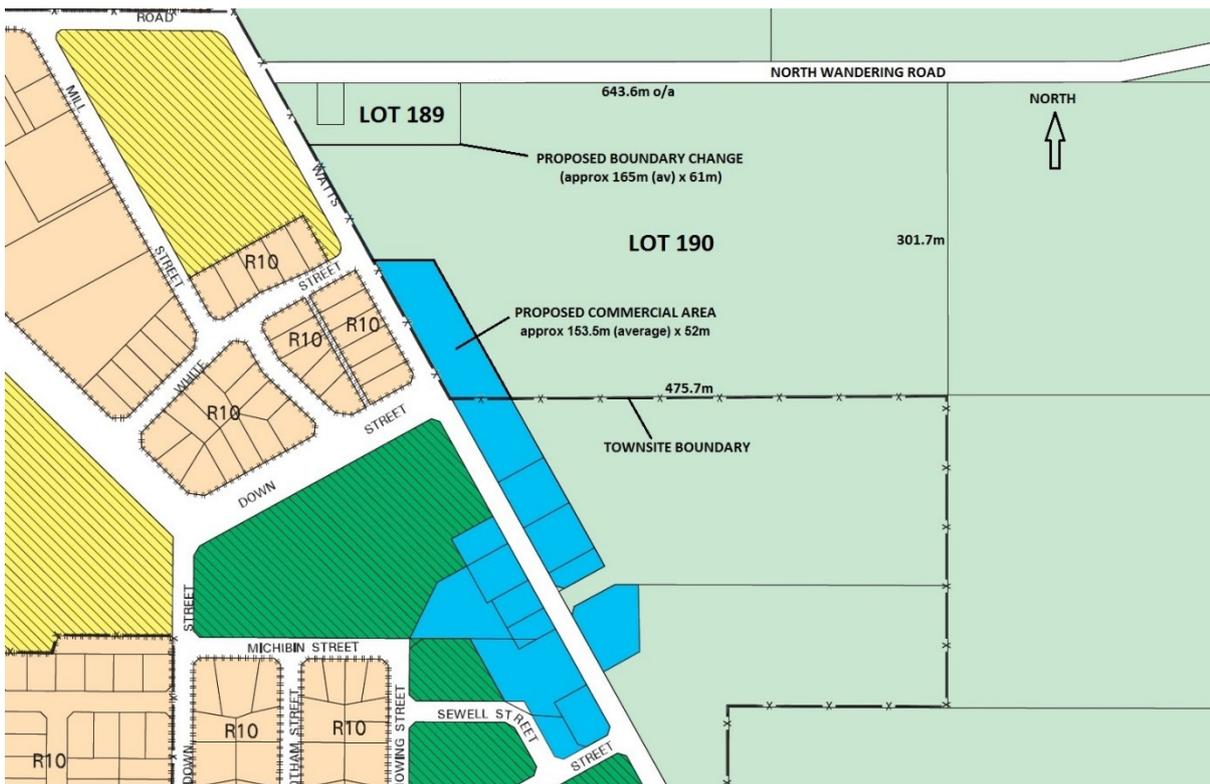
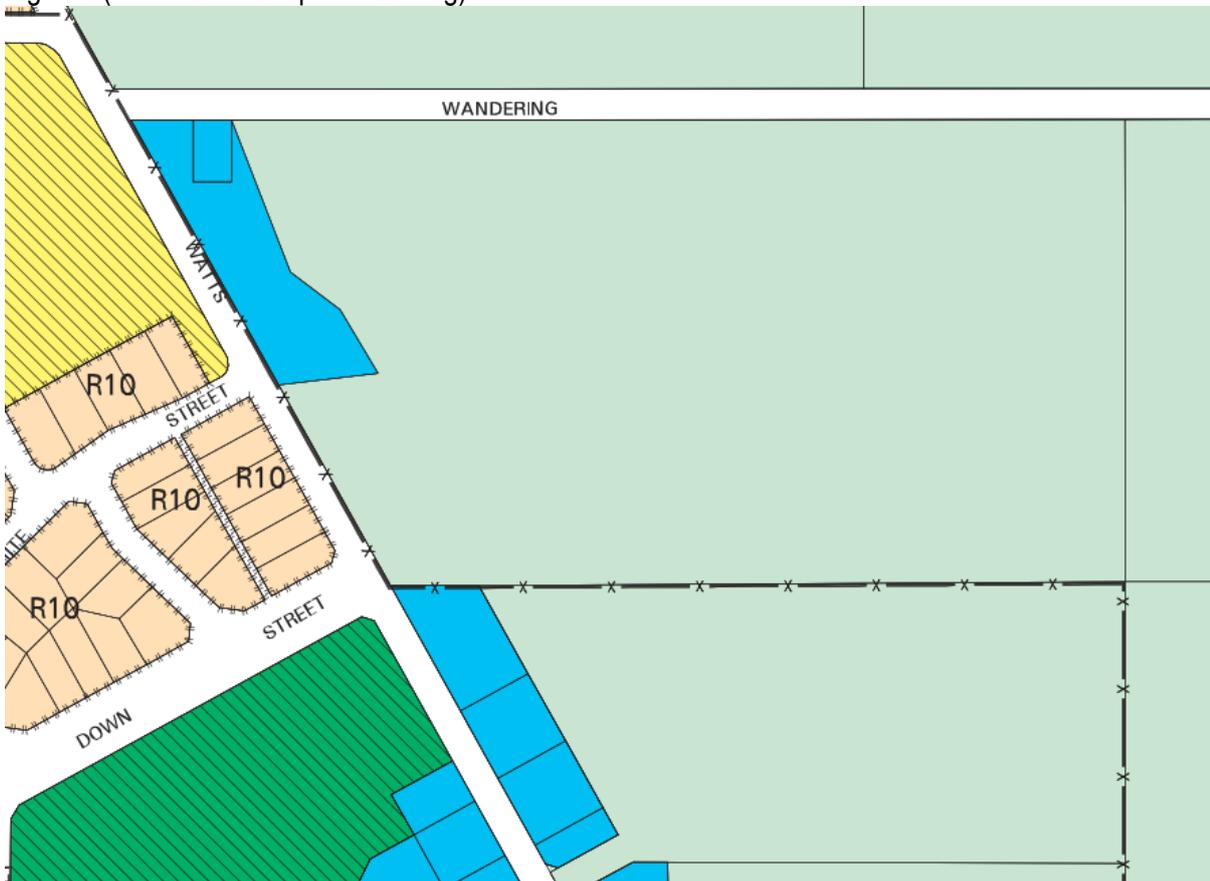
The applicant is seeking Council’s approval to adopt, for the purposes of advertising, the Amendment by changing the zoning for Lot 189 and a portion of Lot 190 North Wandering Road. As part of the proposal the applicant seeks the following:

- To move the existing Commercial zone in the north-west corner of the site to the south-west corner of the site (towards Down Street) and for it to be the same width as the existing Commercial zone;
- The new location of the Commercial zone would be approximately 159 x 52m in area, fronting Watts Road (from approximately Down Street to White Street); and

- To rezone Lot 189 and a portion of Lot 190 from Commercial to Rural. (Refer to Figure 1 below and Attachment 2)

The site incorporates building improvements which have occurred over the years; there is currently an existing cottage and outbuildings (sheds) located on the properties.

Figure 1(Current and Proposed Zoning)



ATTACHMENTS: 10.2.3.1, 10.2.3.2, 10.2.3.3, 10.2.3.4

COMMENT

Town Planning Scheme No. 3

Lot 189 is currently zoned as 'Commercial' under the Scheme, while lot 190 is predominantly zoned 'Rural' with a portion of the north-west corner zoned 'Commercial'.

The objectives outlined for commercial zoned land within the Shire are as follows:

- e) *"To develop the town centre as the principal place for retail, commercial, civic and administrative functions in the district.*
- f) *To ensure development will not adversely affect local amenities.*
- g) *To provide for the efficient and safe movement of vehicles (including trucks, buses, and caravans) and pedestrians.*
- h) *To provide sufficient parking spaces for cars, caravans and buses without compromising pedestrian movements.*
- i) *To provide an increased level of public amenities including public toilets, shaded areas and street furniture.*
- j) *To provide for expansion of commercial activity to meet future demands."*

The objectives outlined for rural zoned land within the Shire are as follows:

- a) *"To ensure the continuation of broad-hectare agriculture in the district encouraging where appropriate the retention and expansion of agricultural activities.*
- b) *To provide for diversification and intensive agricultural uses in suitable areas.*
- c) *To consider non-rural uses where they can be shown to be of benefit to the district and not detrimental to the natural resources or the environment.*
- d) *To allow for facilities for tourists and travellers, and for recreation uses.*
- e) *To have regard to use of adjoining land at the interface of the Rural zone with other zones to avoid adverse effects on local amenities."*

Following review of the proposal it is considered that the proposal meets the objectives of the zones above, for the following reasons:

Commercial Zone:

1. The new proposed area for the commercial zone joins to the existing commercial area, thereby reducing the potential for fragmentation of the town centre.
2. The commercial zone will be located along a major road, which would allow for more effective transport movement.

Rural Zone:

1. Lot 190 will remain generally unchanged in size and will still be available for agricultural uses.
2. The commercial zone will delineate between the rural area and the residential development nearby.
3. The site is close enough to the town site that there may be the opportunity to facilitate tourist uses in the future.

OFFICER COMMENT

It is considered that the proposed rezoning will assist in joining a currently fragmented commercial zone within the Shire of Wandering, thus consolidating the town centre commercial zone. The proposal may also lead to greater use of Lot 189 by enabling the construction of a new dwelling. Advertising the proposed amendment will also provide the community and broader stakeholders an opportunity to outline any concerns and for these concerns to be addressed through the amendment process.

CONSULTATION

Should Council resolve to adopt the proposed amendment for advertising it will be submitted to the Environmental Protection Authority for consideration under Section 18 (A) of the EPA Act 1986 and then advertised in accordance with the requirements of the Regulations as a standard amendment, as follows:

- Publishing a notice in the local newspaper;
- Providing a copy of the proposal to each public authority likely to be affected;
- Publishing a notice of the proposed amendment on the Shire's website;
- Ensuring that a copy of the amendment is available for public inspection and the Shire's administration building; and,
- Advertising the proposal in any additional ways that the Western Australian Planning Commission (WAPC) deems suitable.

The advertising period will be for a total of 42 days from the date of publication of the notice in the local newspaper.

STATUTORY & TOWN PLANNING

Planning and Development Act 2005

Planning and Development (Local Planning Scheme) Regulations 2015

Clause 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires a resolution of a local government to adopt or refuse to adopt an application to amend a local planning scheme as well as justification for the type of amendment proposed (basic, standard or complex).

Under the Regulations the proposal is considered to be a standard amendment for the following reasons:

- The proposal is considered to have minimal impact on land in the scheme area that is not subject of the amendment; and
- It is considered that the amendment would not have any significant environmental, social, economic or governance impacts on land within the surrounding area.

Shire of Wandering Town Planning Scheme No.3

POLICY IMPLICATIONS

State Planning Policy 3.7 – Planning in Bushfire Prone Areas

Portions of lot 190 and the entirety of lot 189 are located within a bushfire prone area. As part of the proposal the applicant was required to submit a Bushfire Attack Level (BAL) Assessment and Bushfire Management Plan. The initial BAL returned a rating of BAL-FZ, however the Bushfire Management Plan provided (Refer Attachment 4) has demonstrated compliance with the requirements of SPP 3.7 and indicates that a BAL rating of BAL-29 can be achieved on site. This would result in development that is capable of complying with SPP 3.7.

State Planning Policy 2.5 – Rural Planning

Clause 6.4 of the above policy outlines the various points that must be considered by planning decision makers when assessing applications for amendments to local planning schemes. Below is a summary of the points as they relate to this proposal.

The suitability of the site to be developed for the proposed use – By changing the location of the commercial zoning over lot 189 the possibility of constructing a new dwelling within the Rural zone is realised. In addition to this moving the commercial zoning to the south of lot 190 creates opportunity to use existing structures on the property for commercial uses (bed and breakfast etc.) or agglomerate with the commercial use to the south.

The siting of the land use in the context of surrounding zones/land uses (existing and proposed) – It is considered that the relocation of the commercial zone on the property will assist in consolidating the potential future commercial activity within the area by bringing all commercial zonings closer together. In addition to this the existing rural zoning is consistent with all surrounding rural zoned properties to the north and east.

The capacity of the site to accommodate the proposed zone/land use and associated impacts – It is considered that the proposal is consistent with the currently endorsed Shire of Wandering Planning Strategy. In addition to this it is considered that the rezoning of land will not impact upon the continuation of rural activities within the area.

SOCIAL IMPLICATIONS

The proposal for relocating the commercial area will move the existing commercial zone away from some residential properties. However, in doing so other residential properties will find themselves across the road from the commercial zone, which may lead to amenity impacts brought on through potential future development.

These amenity impacts will be considered at the time of development application being submitted and assessed by the Shire.

FINANCIAL IMPLICATIONS

In accordance with the *Planning and Development Regulations 2009* all advertising costs are to be borne by the applicant. The applicant will also be periodically billed for the hours undertaken by officers in the assessment of the proposal.

STRATEGIC IMPLICATIONS

Shire of Wandering Local Planning Strategy

The proposed scheme amendment is considered to be in line with a number of objectives of the Shire of Wandering Local Planning Strategy (the Strategy). Clause 6.3 of the Strategy (Townscape) outlines that the Shire of Wandering should aim to create a compact, discrete town-site with improved linkages and enhanced pedestrian comfort. It is considered that by altering the location of the commercial zoning to be closer to the town-site boundary this objective is met by consolidating the commercial area.

Community Strategic Plan 2013-2023

Goal 3 Development that is in keeping with the Rural Landscape

Strategic Community Plan	
Outcome	Strategies
3.1	Vibrant Rural Planning and Development

Goal 5 – A strong and effective Organisation

Strategic Community Plan			
Outcome	Strategies	Strategies	
5.2	Accountable decision making and	5.2.1	Ensure the Council’s decision making

	resource allocation through effective governance.		process is effective and transparent.
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VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. Considers Amendment 5 to Town Planning Scheme No.3 as provided in Attachment 1 a standard amendment under Clause 35 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, for the following reasons:
 - a. The proposal is considered to have minimal impact on land in the scheme area that is not subject of the amendment; and
 - b. It is considered that the amendment would not have any significant environmental, social, economic or governance impacts on land within the surrounding area.
2. Pursuant to Section 75 of the *Planning and Development Act 2005* amends Town Planning Scheme No. 3 in accordance with Attachment 1.
3. Forwards the proposed Amendment 5 to the Environmental Protection Authority for comment pursuant to Section 81 of the *Planning and Development Act 2005*.
4. Subject to Sections 81 and 82 of the *Planning and Development Act 2005* advertise Amendment 5 for public comment for a period of 42 days in line with Clause 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

COUNCIL DECISION – ITEM 10.2.3

MOVED: Cr J Price

SECONDED: Cr I Turton

1. Considers Amendment 5 to Town Planning Scheme No.3 as provided in Attachment 1 a standard amendment under Clause 35 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, for the following reasons:
 - a. The proposal is considered to have minimal impact on land in the scheme area that is not subject of the amendment; and
 - b. It is considered that the amendment would not have any significant environmental, social, economic or governance impacts on land within the surrounding area.
2. Pursuant to Section 75 of the *Planning and Development Act 2005* amends Town Planning Scheme No. 3 in accordance with Attachment 1.
3. Forwards the proposed Amendment 5 to the Environmental Protection Authority for comment pursuant to Section 81 of the *Planning and Development Act 2005*.
4. Subject to Sections 81 and 82 of the *Planning and Development Act 2005* advertise Amendment 5 for public comment for a period of 42 days in line with Clause 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
5. *Landowners directly impacted by proximity to be individually consulted by mail providing them with an opportunity to comment.*

CARRIED 4/1

Officers Recommendation changed to increase the level of community consultation as agreed by the consensus of the meeting.

10.3 COMMUNITY SERVICES REPORTS

MOVED: Cr Parsons

SECONDED: Cr Ferguson

To adjourned the meeting at 4.08pm for Council to review the feedback submission

CARRIED 5/0

A O'Halloran left the room at 4.09pm

A O'Halloran returned at 4.14pm

MOVED: CR Parsons

SECONDED: Cr Ferguson

To open the meeting at 4.18pm

CARRIED 5/0

10.3.1 FUNDING FOR COMMUNITY RESOURCES FROM JULY 2019

File Reference	12.1.13
Proponents:	
Disclosure of Interest:	Nil
Date:	9 May 2018
Previously Before Council:	Nil
Authors Name & Position:	Monica Treasure, Manager of Communities
Attachments:	Attachment 10.3.1.1 Proposed New Funding Attachment 10.3.1.2 CRC Feedback Form

NATURE OF COUNCIL'S ROLE IN THE MATTER:

- Advocacy *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive *The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative *Includes adopting local laws, local planning schemes and policies.*
- Review *When Council reviews decisions made by Officers.*
- Quasi-judicial *When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).*

PURPOSE OF THE REPORT

The release of the 2018/19 State Government Budget has confirmed that the Department of Primary Industry and Regional Development (DPIRD) will reduce the funding allocation for Community Resource Centres from \$13 million to \$8 million, which will be implemented in July 2019. DPIRD has reviewed the current CRC funding structure and have presented a proposed model for the CRC program. The Minister has requested feedback regarding the funding option by the 20 May 2018.

BACKGROUND

Currently the CRC program is funded through a tender allocation and Wandering CRC has received \$97,619.64 (ex gst) for the 2017/18 financial year under this arrangement. The tender ceases on the 31 March 2019. The Minister has announced budget cuts to the CRC program from the 1 July 2019 and DPIRD have been tasked with reviewing the current program and allocation. DPIRD has presented all CRC's with a proposed funding model which would be implemented from July 2019 and have requested feedback in relation to the funding changes for Community Resource Centres from 1 July 2019.

ATTACHMENT 10.3.1.1, 10.3.1.2

COMMENT/ DETAILS

CRC's are currently delivering against three service level outcomes:

- 1 Government and Community Information and Access
- 2 Business and Workforce Development
- 3 Social Development and Community Capacity Building

DPIRD believes the current program has some duplication of service delivery with CRC's providing services in the areas of economic and social development that would normally be the responsibility of other funded Federal, State and Local Government agencies.

DPIRD have stated that the future functions of CRC's should focus on the delivery and facilitation of government, health and/or community information and services which would reduce the duplication of effort in the areas of economic and social development.

The DPIRD funding proposal for CRC's has reviewed the CRC's in various communities and regions in WA and has presented a two tiered funding model.

CRC's who fall within the following criteria will be offered Tier 2 funding of \$50,000 per annum:

- the size of the population of the community serviced by the CRC – over 3000;
- and/or location in relation to other CRC service providers – less than 30km between towns;
- and/or location in relation to regional centres – less than 30km from the regional centre

All CRC's who fall outside the Tier 2 criteria will be offered Tier 1 funding of \$70,000 per annum.

Wandering is proposed to sit under the Tier 2 classification which offers \$50,000 per annum for the 2019/20 financial year, funding for the Traineeship program is not included in this funding. For the \$50,000 the CRC would be expected to deliver the following:

- CRC opened 18 hours per week for 50 weeks per annum (or an agreed pattern that delivers 900 hours over the course of a calendar year).
- CRC provide service to the community during those hours in the delivery of Government and community information, referral to service providers who service the town or the nearest available service.
- CRC provide one on one assistance to community members on how to access online Government services, set up basic requirements to access online services such as email accounts, government service accounts such as Water Corporation accounts and possibly internet banking.
- CRC (bandwidth allowing) provide video conferencing facilities and expert assistance to community members to use video conference as a conduit to undertake Government or health related business.
- CRC organise once per annum a community information event that promotes wellness in the community (wellness could be health, safety or fiscal wellness). The event should be around Government services such as health, consumer protection, justice, transport etc. For example, a session on the latest online scams, how to make a will, safety for towing, skin cancer awareness.
- CRC organise once per annum a promotional event to engage with stakeholders such as Local Government, State Government Agencies, Not for Profit, Businesses and Members of Parliament to market their CRC and the service delivery offered.
- CRC would be expected to provide statistics quarterly on the delivery of these services.
- CRC would be expected to have minimum insurances for public liability and workers compensation, at the same level as present.
- CRC would be expected to use the National Standard Chart of Accounting (NSCOA) for financial recording.

The DPIRD has requested feedback on the proposed funding options that will assist them in the development of an options paper with recommendations within the budget constraints.

The allocation of the Wandering CRC within the Tier 2 category is contradictory to the set criteria by DPIRD put forward in the proposal as Wandering is more than 30 km's to the nearest CRC (Boddington) and regional centre and the population that Wandering services is less than 3000 people.

Currently the Wandering CRC maintains a Department of Human Service contract for 30 hours/per week, funding will be reduced as contact hours of only 18/per week is less than the current contract requires and it is likely that there would be a reduction in funding if contact time was reduced by approximately half. The Wandering CRC is an Access Agent for the Department of Transport offering Licensing Services on a commission basis, again it is anticipated that the Shires commission could be affected and perhaps reduced if the opening hours were reduced.

The proposed funding will see the loss of economic, social and community development projects services and training provided locally, ie. Seniors events, Early Years, Business After Hours etc that have been run within the Wandering CRC for the last six years. These services are very important to the Wandering Community and a pivotal to the community's cohesion and wellbeing, if the community was to access these services under the proposed program it is likely that residents would need to travel to neighbouring communities or not receive the services at all.

It is concerning to the Shire Administration that the loss of these services may have quite a negative impact on the Shire of Wandering as residents would be forced to seek and build stronger ties outside of Wandering and this would ultimately see them carrying out all of their business in our neighbouring towns, leaving Wandering with very little community, business and education interactions. There may also be considerable pressure placed on the Shires operations to deliver the gap in services that that the proposed program may provide and this would place further financial and resourcing strain on the Shire of Wandering.

Whilst the Council has been given an opportunity to provide feedback on the proposal there is no timeline for funding past the 2019/2020 financial year. There is also no clear proposal regarding the funding of Traineeships during the funding timeline other than there is not enough funding available for all CRC's to have a trainee. Wandering CRC has had five trainees, with our current trainee to complete a second year; all these traineeships have been funded through the previous CRC program.

Economic development for the Wandering Community and Businesses is vital for the ongoing sustainability of Wandering as a community. The CRC is well placed to build the capacity of this with the community and has the skills to deliver in this space. With the loss of funding in this area it may be an on-cost to the Council to maintain this area going forward.

The Shire Administration intends to formally workshop the issue at the Ordinary Meeting of Council on the 17 May 2018 in order to finalise a submission to the DPIRD. Please note that the Officers recommendation is likely to change after Council has workshopped the issue.

CONSULTATION

Chief Executive Officer

Department of Primary Industries and Regional Development

Linkwest – Peak Body for the CRC Network

STATUTORY/ LEGAL ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The current CRC tender finishes on the March 30 2019, there is no funding assured from this time. Unless a continuation of some level of funding is received prior to this date, there are serious implications for the ongoing service of the CRC from this time; this will have implications on the 2018/19 Budget. The proposed funding model will affect the 2019/2020 budget.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 1 – A Community that is Involved and Caring

Strategic Community Plan			
Outcome	Strategies	Strategies	
1.2	A community that celebrates and participates together	1.2.1	Promote and support community and cultural events
		1.2.3:	Review access to community services within the Shire

VOTING REQUIREMENT

Simply majority

OFFICER RECOMMENDATION

That Council endorses the feedback submission to the Department of Primary Industry and Regional Development for the proposed funding options as per attachment 10.3.1.2 of this Agenda and minutes

COUNCIL DECISION – ITEM 10.3.1

MOVED: Cr Turton

SECONDED: Cr Ferguson

That Council:

1. Endorse the feedback submission to the Department of Primary Industry and Regional Development for the proposed funding options as per attachment 10.3.1.2 of this Agenda and Minutes and amended by Council in the workshop held on the 17 May 2018 8.00am.
2. Instructs Administration to include the deputations received by Council as per Item 8 of these Minutes.
3. Instructs Administration to send a copy of the Councils submission and the deputations received to the Minister for Primary Industries and Regional Development, Hon. Mia Davies, Member for Central Wheatbelt, Hon Jim Chown and Peter Rundle MLA.

CARRIED 5/0

Officers Recommendation changed to incorporate the information that was introduced to the meeting from the Councillor Workshop held at 8am on the 17 May 2018 and the Deputations presented by Mrs N Kelliher at Item 8 of the Meeting as agreed by the consensus of the meeting.

10.4 CORPORATE SERVICES

10.4.1 FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 APRIL 2018

File Reference	10.1.16
Proponents:	Nil
Disclosure of Interest:	Nil
Date:	2018
Previously Before Council:	N/A
Authors Name & Position:	Cara Ryan, Finance Manager
Attachments:	Monthly Financial Report 10.4.1.1 Bank Reconciliations, Bank Statements (Muni A/C) 10.4.1.2 Bank Reconciliations, Bank Statements (Invest A/C) 10.4.1.3 Bank Reconciliations, Bank Statements (Trust A/C) 10.4.1.4 Credit Card Statement 10.4.1.5 List of Payments 10.4.1.6

NATURE OF COUNCIL'S ROLE IN THE MATTER:

- Advocacy *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive *The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative *Includes adopting local laws, local planning schemes and policies.*
- Review *When Council reviews decisions made by Officers.*
- Quasi-judicial *When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).*

PURPOSE OF THE REPORT

In accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Shire is to prepare a monthly Statement of Financial Activity for consideration by Council.

Monthly Financial Report, Payment Listing and Bank Reconciliation for the month of April 2018 are presented for Council's consideration.

BACKGROUND

In accordance with Local Government (Financial Management) Regulation 1996 34(1), local governments are required to prepare each month, a statement of financial activity reporting on revenue and expenditure for the month in question.

The statement of financial activity is to be presented at an ordinary meeting of Council within two (2) months after the end of the month to which the statement relates.

COMMENT/ DETAILS

Council is requested to accept the Monthly Financial Report, Bank Reconciliation and List of payment for the period ended 28 February 2018, as presented.

Monthly Financial Report 30 April 2018
Bank Reconciliations & Bank Statements (Muni A/C) 30 April 2018
Bank Reconciliations & Bank Statements (Investment A/C) 30 April 2018

ATTACHMENT 10.4.1.1
ATTACHMENT 10.4.1.2
ATTACHMENT 10.4.1.3

Bank Reconciliations & Bank Statements (Trust A/C) 30 April 2018
 Credit Card Statement 30 April 2018
 List of Payments 30 April 2018

ATTACHMENT 10.4.1.4
ATTACHMENT 10.4.1.5
ATTACHMENT 10.4.1.6

CONSULTATION

Finance Officer
 Chief Executive Officer

STATUTORY/ LEGAL ENVIRONMENT

Section 6.4 Local Government Act 1995, Part 6 – Financial Management, and regulation 34 Local Government (Financial Management) Regulation 1996.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Financial implications and performance to budget are reported to Council on a monthly basis.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and Effective Organisation

Strategic Community Plan			
Outcome	Strategies	Strategies	
5.2	Accountable decision making and resource allocation through effective governance.	5.2.1	Ensure the Council's decision making process is effective and transparent.
		5.2.3	Ensure appropriate funds are available to implement current and future action plans

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. Endorse all cheque, EFT, BPay, salary & wages, transport payments, transfers to investments, credit card payments and other direct debits and transfers as listed from the Municipal and Trust Fund totalling \$238,670.80 for the period ending for the periods ending 30 April 2018.
2. Receive the bank reconciliations & bank statements for the periods ended, 30 April 2018.
3. Receive the financial statements for the periods ended 30 April 2018.

Cr Turton requested an update on the WANDRRA Flood Damage Funding.

The CEO gave a brief overview of the current status of the Shires Claims

- *The Shire of Wandering has \$ 351,990 worth of claims that should be close to invoicing and release by main roads to date, it has taken some time to get the claims clarified by both Main Roads and the Office of Emergency Management. This has taken a significant amount of time and may in part be the fault of both parties to some extent. The Shire of Wandering is confident going forward that all future claims will be able to be processed much more expediently as previous issues should be been ironed out.*

- *In the last few weeks feedback from Main Roads has been scant and this has been of concern to the CEO, as the Shire of Wandering is unaware of any outstanding issues with the current claims under review – More Forceful follow up is perhaps required.*
- *Recent Claims submitted still under review amount to \$206,278.00*
- *Works currently close to completion but not claimed amounts to - \$421,743.00 – It is hoped that Moramocking Road will be finalised over the next two weeks and this can then be claimed.*

Cr Price requested a time line and to be better informed of the process going forward.

The CEO stated that the Shire has drawn down \$600,000 on the Treasury Loan to cover cash flow requirements.

Cr Price Requested an update with the agenda on Flood damage and a regular email, Cr Price reiterated that the lack of clarity and time delays from the Department Main Roads is extremely concerning.

Cr Turton also stated that Council should go straight to the highest person and urgent action is required.

The CEO stated that it is her understanding that a number of Shires have been in similar circumstances, however she has heard of recent payments coming through, which is of some comfort to Wandering.

The CEO stated that she would work on getting a definite response from Main Roads over the coming week, if this was not forth coming then the CEO and Shire President would seek to meet with Main Roads Officials (Regional Manager Craig Manton or Higher) to discuss the way forward.

COUNCIL DECISION – ITEM 10.4.1

MOVED: Cr Ferguson

SECONDED: Cr Price

That Council:

1. Endorse all cheque, EFT, BPay, salary & wages, transport payments, transfers to investments, credit card payments and other direct debits and transfers as listed from the Municipal and Trust Fund totalling \$238,670.80 for the period ending for the periods ending 30 April 2018.
2. Receive the bank reconciliations & bank statements for the periods ended, 30 April 2018.
3. Receive the financial statements for the periods ended 30 April 2018.

CARRIED 5/0

11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil

13. CONFIDENTIAL ITEMS

Nil

14. TIME AND DATE OF NEXT MEETING

Next Ordinary Council meeting to be held on 21 June 2018 at 3:30pm.

15. CLOSURE OF MEETING

The Shire President declared the meeting closed at 4.44 pm

**These Minutes were confirmed at the Ordinary Council Meeting
on Thursday 21 June 2018.**

Signed:

Presiding Person at the meeting at which the minutes were confirmed

Date: