



WANDERING SHIRE COUNCIL

Minutes of Meeting

Thursday 20 March 2014

Table of Contents

1	DECLARATION OF OPENING /ANNOUNCEMENT OF VISITORS	3
2	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	3
3	DISCLOSURE OF INTERESTS	3
4	PUBLIC QUESTION TIME	3
5	APPLICATIONS FOR LEAVE OF ABSENCE	3
6	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	3
7	COUNCILLOR REPORTS.....	4
8	MATTERS REQUIRING COUNCIL DECISION.....	4
8.1	Wheatbelt Aged Care Support and Care Solutions	4
8.2	Lot 47 O'Connell Road, Wandering – Request To Be Able To Live On-Site	6
8.3	Lot 15 Charlton Road, Wandering – Request To Be Able To Live On-Site.....	8
8.4	Application for Firearms Dealership.....	11
8.5	Application for Home Business	12
8.6	Small Business Centre Wheatbelt South.....	14
8.7	Great Southern Regional Waste Group.....	14
8.8	Road Inspection.....	17
8.9	Compliance Return	18
8.10	Wandering Community Resource Centre Funding Arrangements	18
8.11	2013/14 Budget Review	20
8.12	List of Accounts – February 2014	23
8.13	Financial Reports – February 2014.....	23
9	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	24
10	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	24
11	NEXT MEETING.....	24
12	CLOSURE OF MEETING	24

1 DECLARATION OF OPENING /ANNOUNCEMENT OF VISITORS

The meeting was opened by the Shire President at 1:49pm.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Attendance:

G Kerr President
B Whitely Councillor
W Gowland Councillor
J Price Councillor
C Ferguson Councillor
M Whitely Chief Executive Officer
P Rawlings Manager Admin & Finance

Apologies: Nil

Leave of Absence Previously Granted: Cr Dowsett and Cr McNeil

Visitors: Nil

3 DISCLOSURE OF INTERESTS

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 Shire of Wandering Ordinary Meeting – 13th February 2014

56:2013/14

Moved Cr Whitely Seconded Cr Price that the minutes of the Shire of Wandering Ordinary Meeting held 13th February 2014 be confirmed as a true and correct record of proceedings.

CARRIED 5-0

6.2 Shire of Wandering Annual Elector's Meeting – 10th February 2014

57:2013/14

Moved Cr Gowland Seconded Cr Ferguson that the minutes of the Shire of Wandering Annual Elector's Meeting Meeting held 10th February 2014 be confirmed as a true and correct record of proceedings.

CARRIED 5-0

7 COUNCILLOR REPORTS

Councillor Kerr

Meetings/Events Attended

WALGA Central Country Zone meeting in Narrogin with the Mgr. Administration & Finance
CRC Councillor Meet & Greet Evening

Councillor Ferguson

Meetings/Events Attended

CRC Councillor Meet & Greet Evening

Questions Without Notice

General condition of Shire Plant

Councillor Gowland

Meetings Attended

Hotham-Williams Economic Development Alliance meeting (Marradong Country) in Wandering.
CRC Councillor Meet & Greet Evening

Questions Without Notice

Replacement of Door Mats at the Wandering Community Centre

Councillor Whitely

Meetings Attended

Entry Statement Working Group meeting
CRC Councillor Meet & Greet Evening

Councillor Price

Meetings Attended

Entry Statement Working Group meeting
CRC Councillor Meet & Greet Evening

Questions Without Notice

Write to Jacqui Cornish regarding the wreath for Anzac Day
Road Maintenance – Codjatotine Mooterdine Rd
Road Maintenance – Noombling Norrine Rd (near Carabin Rd)
Household waste dumped at corner of Wandering Pingelly Rd & Pumpreys Rd

8 MATTERS REQUIRING COUNCIL DECISION

8.1 Wheatbelt Aged Care Support and Care Solutions

NAME OF APPLICANT: Wheatbelt Development Commission
FILE REFERENCE: 13.1.10
AUTHOR: CEO

BACKGROUND

During 2013 the Shire of Wandering joined with other local governments in the southern Wheatbelt area to develop a plan that will provide evidence based solutions to improve aged care across the region.

The Wheatbelt Development Commission has overseen the preparation of this plan. It has been developed by Verso Consulting Pty Ltd with input from individuals, communities, local governments, State Government agencies and not-for-profit organisations

The Wheatbelt Development Commission would like local governments to endorse and sign off on the Plan.

COMMENT

The initial request for local government to be involved in the project came in 2012. At that time the Wheatbelt Integrated Aged Support and Care Solution/s (WIASCS) project was described as focusing on all facets of aged care from Well-Aged Friendly Communities, Aged Appropriate Housing and Community Care to Residential Care including Dementia and Respite care. These solutions will centre on supporting people to age in their communities longer and receive the services they need and deserve.

The project aimed to develop and assist in the implementation of the Wheatbelt Integrated Aged Care and Support Solution(s), through these guiding principles:

Principle 1: The importance of place

Principle 2: Community life

Principle 3: Community's sense of ownership

Principle 4: Focus on the person

Principle 5: Choice

Principle 6: Equitable access

Principle 7: Practicality

Principle 8: Viability

The full report is tabled for information and Council is asked to endorse it.

The Wheatbelt Development Commission are currently progressing a funding application in relation to recommendations from the report. It hopes to attract Royalties for Regions funds of \$2,530,000 for a project titled Creating Age-Friendly Communities in Small Towns Project.

If successful in obtaining the funding the Creating Age-Friendly Communities in Small Towns Project will assist local governments in the Wheatbelt to improve age friendly infrastructure by providing:

- An audit report of the individual communities which will identify specific age-friendly infrastructure and service gaps and priorities and allow Local Governments to monitor key deliverables of the project;
- A plan to assist local governments to achieve an age-friendly community;
- Funding in the form of a small grants scheme to act as a catalyst for the implementation of infrastructure projects identified in the age-friendly community planning and
- An integrated transport plan that will identify innovative ways to provide improved transport options for the community.

STATUTORY & TOWN PLANNING

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

The Wheatbelt Integrated Aged Support and Care Solutions Report prepared in consultation with the Wheatbelt Development Commission be endorsed and the steps proposed for its adoption and implementation is supported.

58:2013/14

Moved Cr Price, Seconded Cr Gowland that the Wheatbelt Integrated Aged Support and Care Solutions Report prepared in consultation with the Wheatbelt Development Commission be endorsed and the steps proposed for its adoption and implementation is supported.

CARRIED 5/0

8.2 Lot 47 O'Connell Road, Wandering – Request To Be Able To Live On-Site

NAME OF APPLICANT: David & Joanne Lockwood
FILE REFERENCE: A249
AUTHOR: EHO/BS

BACKGROUND

The owners of Lot 47 O'Connell Road, Blackboy Springs, have applied to be able to live on-site on their property whilst building a new residence.

Lot 47 O'Connell Road is 5.49 Hectares in size and has a shed and rudimentary septic system on it.

A building permit for a dwelling was issued on 9th January 2014.

Mr Lockwood retired in late 2013 and the Lockwood's sold the family home to be able to build the dwelling presently under construction.

At about the same time, the owners asked could they stay in the shed on the property as they now had nowhere to live and approval was granted for a period of three months, with any longer period having to be approved by Council.

The Caravan and Camping Grounds Regulations say that Council can grant permission to live on site for a period of up to 12 months IF a building permit has been issued for a dwelling –

11. Camping other than at a caravan park or camping ground

- (1) A person may camp —
 - (a) for up to 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy, and may camp for longer than 3 nights on such land if he or she has written approval under subregulation (2) and is complying with that approval;
 - (b) for up to 24 consecutive hours in a caravan or other vehicle on a road side rest area;
 - (c) for up to 24 consecutive hours in a caravan or other vehicle on a road reserve in an emergency, unless to do so would cause a hazard to other road users or contravene any other written law with respect to the use of the road reserve;
 - (d) on any land which is —
 - (i) held by a State instrumentality in freehold or leasehold; or
 - (ii) dedicated, reserved, or set apart under the *Land Administration Act 1997* or any other written law, and placed under the care, control or management of a State instrumentality,in accordance with the permission of that instrumentality; or

- (e) on any unallocated Crown land or unmanaged reserve, in accordance with the permission of the Minister within the meaning of the *Land Administration Act 1997*, or a person authorised by the Minister to give permission under this paragraph.
- (2) Written approval may be given for a person to camp on land referred to in subregulation (1)(a) for a period specified in the approval which is longer than 3 nights —
 - (a) by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months;
 - (b) by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months; or
 - (c) despite paragraph (b), by the local government of the district where the land is situated —
 - (i) if such approval will not result in the land being camped on for longer than 12 consecutive months; and
 - (ii) if the person owns or has a legal right to occupy the land and is to camp in a caravan on the land while a building licence issued to that person in respect of the land is in force.

- (3) In this regulation —

building licence means a building licence under section 374 of the *Local Government (Miscellaneous Provisions) Act 1960*;

emergency means a situation where to move the caravan or other vehicle to a more suitable area would constitute an immediate and serious hazard due to the condition of the caravan or other vehicle, or a vehicle towing the caravan, or of the driver, or passengers, of any such vehicle;

road side rest area means an area designated by a traffic sign erected in accordance with a written law, as an area which may be used for 24 hours for —

- (a) resting;
- (b) stopping; or
- (c) camping,

in a vehicle;

State instrumentality has the same meaning as it has for the purposes of the *Land Administration Act 1997*;

unallocated Crown land has the same meaning as it has for the purposes of the *Land Administration Act 1997*;

unmanaged reserve has the same meaning as it has for the purposes of the *Land Administration Act 1997*.

[Regulation 11 amended in Gazette 16 Jul 1999 p. 3202-4; 25 Aug 2000 p. 4911.]

COMMENT

Section 11 (2) (C) (ii) mentions camping “in a caravan”.

This is quite distinct from camping in a shed, however it is rarely interpreted literally as most local governments allow camping in a shed in this instance.

I believe this is because the cost of purchasing a caravan for the temporary camping can be seen as negative and the money better spent towards finishing the house.

It does have its benefits though, because any shed done up for temporary accommodation quickly becomes a defacto dwelling.

In the case in point, the shed already has partitions to separate living areas and a kitchen of sorts so it is probably a waste of resources to demand they live in a caravan only.

The house is being built by a registered builder so the building period should not extend past 12 months.

The house is well under way with all wall frames in place.

This is an important point because it is always the owner builders who need more than the 12 month permission granted.

STATUTORY & TOWN PLANNING

Shire of Wandering Town Planning Scheme No.3
Caravan and Camping Grounds Regulations

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That Council grant approval to the owners of Lot 47 O'Connell Road, Blackboy Springs to reside in the shed on the property for a period of 12 months, expiring 20 March 2015.

59:2013/14

Moved Cr Price, Seconded Cr Ferguson that Council grant approval to the owners of Lot 47 O'Connell Road, Blackboy Springs to reside in the shed on the property for a period of 12 months, expiring 20 March 2015.

CARRIED 5/0

8.3 Lot 15 Charlton Road, Wandering – Request To Be Able To Live On-Site

NAME OF APPLICANT: Ms Christine Gardiner
FILE REFERENCE: A390
AUTHOR: EHO/BS

BACKGROUND

The owners of Lot 15 Charlton Road, Wandering Downs have applied to be able to live on-site on their property whilst building a new residence.

The request states that the owners have signed a contract with a builder for a kit home which they are going to build as owner builders.

They state they are waiting for the plans which "should take a week or so".

The Caravan and Camping Grounds Regulations say that Council can grant permission to live on site for a period of up to 12 months IF a building permit has been issued for a dwelling –

11. Camping other than at a caravan park or camping ground

- (1) A person may camp —
 - (a) for up to 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy, and may camp for longer than 3 nights on such land if he or she has written approval under subregulation (2) and is complying with that approval;
 - (b) for up to 24 consecutive hours in a caravan or other vehicle on a road side rest area;
 - (c) for up to 24 consecutive hours in a caravan or other vehicle on a road reserve in an emergency, unless to do so would cause a hazard to other road users or contravene any other written law with respect to the use of the road reserve;
 - (d) on any land which is —
 - (i) held by a State instrumentality in freehold or leasehold; or
 - (ii) dedicated, reserved, or set apart under the *Land Administration Act 1997* or any other written law, and placed under the care, control or management of a State instrumentality,in accordance with the permission of that instrumentality; or
 - (e) on any unallocated Crown land or unmanaged reserve, in accordance with the permission of the Minister within the meaning of the *Land Administration Act 1997*, or a person authorised by the Minister to give permission under this paragraph.
- (2) Written approval may be given for a person to camp on land referred to in subregulation (1)(a) for a period specified in the approval which is longer than 3 nights —
 - (a) by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months;
 - (b) by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months; or
 - (c) despite paragraph (b), by the local government of the district where the land is situated —
 - (i) if such approval will not result in the land being camped on for longer than 12 consecutive months; and
 - (ii) if the person owns or has a legal right to occupy the land and is to camp in a caravan on the land while a building licence issued to that person in respect of the land is in force.
- (3) In this regulation —

building licence means a building licence under section 374 of the *Local Government (Miscellaneous Provisions) Act 1960*;

emergency means a situation where to move the caravan or other vehicle to a more suitable area would constitute an immediate and serious hazard due to the condition of the caravan or other vehicle, or a vehicle towing the caravan, or of the driver, or passengers, of any such vehicle;

road side rest area means an area designated by a traffic sign erected in accordance with a written law, as an area which may be used for 24 hours for —

- (a) resting;
- (b) stopping; or
- (c) camping,

in a vehicle;

State instrumentality has the same meaning as it has for the purposes of the *Land Administration Act 1997*;

unallocated Crown land has the same meaning as it has for the purposes of the *Land Administration Act 1997*;

unmanaged reserve has the same meaning as it has for the purposes of the *Land Administration Act 1997*.

[Regulation 11 amended in Gazette 16 Jul 1999 p. 3202-4; 25 Aug 2000 p. 4911.]

COMMENT

Section 11 (2) (C) (ii) mentions camping "in a caravan".

This is quite distinct from camping in a shed, however it is rarely interpreted literally as most local governments allow camping in a shed in this instance.

I believe this is because the cost of purchasing a caravan for the temporary camping can be seen as negative and the money better spent towards finishing the house.

It does have its benefits though, because any shed done up for temporary accommodation quickly becomes a de-facto dwelling.

In the case in point, the owners already have a camping bus, although I have no idea about toilet facilities in the bus.

The house is not being built by a registered builder so the building period could easily extend past 12 months.

It might be prudent to grant approval for a period of three months in which the applicants can demonstrate that a building permit has been issued.

It could then be the case that an additional 12 months be approved as per the Regulations.

Any approval should be dependent on suitable ablution facilities being provided.

STATUTORY & TOWN PLANNING

Shire of Wandering Town Planning Scheme No.3
Caravan and Camping Grounds Regulations

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That approval is granted to the owners of Lot 15 Charlton Road, Wandering Downs to camp on site in a camper bus for a period of 3 months, subject to suitable ablution facilities being provided, with the possibility of a further extension of 12 months subject to the issue of a building permit for a dwelling.

60:2013/14

Moved Cr Whitely, Seconded Cr Price that approval is granted to the owners of Lot 15 Charlton Road, Wandering Downs to camp on site in a camper bus for a period of 3 months, subject to suitable ablution facilities being provided, with the possibility of a further extension of 12 months subject to the issue of a building permit for a dwelling.

CARRIED 3/2

8.4 Application for Firearms Dealership

NAME OF APPLICANT: Mr Vern Kealley
FILE REFERENCE: A204
AUTHOR: CEO

BACKGROUND

In February 2014 an application was received by Mr Vern Kealley seeking Council approval for the establishment of a Firearms Dealership at 5 Michibin Street, Wandering. At the February 2014 Council Meeting it was resolved that additional information be requested from the applicant as to what merchandise he proposes to sell and for Council to obtain further information on the conditions that are required to meet by a business owner operating a firearms dealership.

COMMENT

Additional information from the applicant as well as the requirements for applying for a Dealer's License is shown at **Attachment 4**. Further information in relation to the Dealer's License can also be obtained from the following website;

<http://www.police.wa.gov.au/OurServices/PoliceLicensingServices/Firearms/Licenceapplications/tabid/1905/Default.aspx#Corporate>

There is nothing in the Shire of Wandering Town Planning Scheme zoning table relating specifically to a Firearms Dealership however Council have the discretion to allow the proposal if it meets the conditions of a Home Business.

The definition of a Home Business as documented on page 42 of the Town Planning Scheme is;

home occupation: means an occupation carried out in a dwelling or on land around a dwelling by a resident of the dwelling which:

(a) does not employ a person not a member of the occupier's household;

- (b) will not cause injury to or prejudicially affect the amenity of the neighbourhood;*
- (c) does not occupy an area greater than 20m² ;*
- (d) does not display a sign exceeding 0.2 m² in area;*
- (e) does not entail the retail sale, display or hire of goods of any nature;*
- (f) in relation to vehicles and parking, will not result in the requirement for a greater number of parking facilities than normally required for a single house or an increase in traffic volumes in the neighbourhood, does not involve the presence, use or calling of a vehicle more than 2 tonnes tare weight, and does not include provision for the fuelling, repair or maintenance of motor vehicles; and*
- (g) does not entail the use of an essential service of greater capacity than normally required in the zone.*

From the application submitted it appears that all but condition (e) comply with the definition of a home business. Condition (e) is not met since the request to establish a Firearm's Dealership would involve the retail sale of goods.

STATUTORY & TOWN PLANNING

Shire of Wandering Town Planning Scheme No.3

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That Council does not allow the establishment of a Firearms Dealership at 5 Michibin Street, Wandering since the retail sale of goods is not allowed as a home business under the Shire of Wandering Town Planning Scheme No.3.

61:2013/14

Moved Cr Kerr, Seconded Cr Whitely that Council approves the establishment of a Firearms Dealership at 5 Michibin Street, Wandering

CARRIED 3/2

Council rejected the officer recommendation on the basis that the proposal will benefit the Wandering community and it felt a need to encourage local businesses.

8.5 Application for Home Business

NAME OF APPLICANT: Mrs Lisa Boddy
FILE REFERENCE: A400
AUTHOR: CEO

BACKGROUND

Mrs Lisa Boddy has written to Council requesting permission to operate a home business at Lot 26 North Wandering Road, Wandering. The purpose of the request is to allow consultations to occur at the property for personal training sessions that will be scheduled at the Wandering Community Centre oval.

COMMENT

There is nothing in the Shire of Wandering Town Planning Scheme zoning table relating specifically to a Personal Training however Council have the discretion to allow the proposal if it meets the conditions of a Home Business.

The definition of a Home Business as documented on page 42 of the Town Planning Scheme is;

home occupation: means an occupation carried out in a dwelling or on land around a dwelling by a resident of the dwelling which:

- (a) does not employ a person not a member of the occupier's household;*
- (b) will not cause injury to or prejudicially affect the amenity of the neighbourhood;*
- (c) does not occupy an area greater than 20m² ;*
- (d) does not display a sign exceeding 0.2 m² in area;*
- (e) does not entail the retail sale, display or hire of goods of any nature;*
- (f) in relation to vehicles and parking, will not result in the requirement for a greater number of parking facilities than normally required for a single house or an increase in traffic volumes in the neighbourhood, does not involve the presence, use or calling of a vehicle more than 2 tonnes tare weight, and does not include provision for the fuelling, repair or maintenance of motor vehicles; and*
- (g) does not entail the use of an essential service of greater capacity than normally required in the zone.*

From the application submitted it appears that it does comply with the definition of a home business with the exception of the sale of the floor mats, hand weights, skipping ropes, etc which would not comply with part (e) of the home occupation definition since it relates to the retail sale of goods.

STATUTORY & TOWN PLANNING

Shire of Wandering Town Planning Scheme No.3

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That Council approve the home business application at Lot 26 North Wandering Road, Wandering on the basis that only public consultations are conducted at the premises and that there is to be no sale of retail goods at Lot 26 North Wandering Road, Wandering relating to the personal training services.

62:2013/14

Moved Cr Price, Seconded Cr Ferguson that Council approve the home business application at Lot 26 North Wandering Road, Wandering on the basis that only public consultations are conducted at the premises and that there is to be no sale of retail goods at Lot 26 North Wandering Road, Wandering relating to the personal training services.

CARRIED 5/0

8.6 Small Business Centre Wheatbelt South

NAME OF APPLICANT: Neil Butterworth, Small Business Centre Wheatbelt South
FILE REFERENCE: 18.1.21
AUTHOR: CEO

BACKGROUND

A letter was received from the Small Business Centre Wheatbelt South seeking a \$200 donation to contribute towards the Regional Local Government Authority Award which will be presented at the joint Wheatbelt South Small Business and Narrogin Chamber of Commerce Awards held in May 2014. Details of the letter are table in **Attachment 7**.

COMMENT

No provision was made in the budget for such a donation however there are limited funds available within the Tourism and Area Promotion budget should Council wish to contribute towards the award.

Council previously contributed \$1,000 towards the Small Business Centre Wheatbelt South in the 2010/11 and 2011/12 financial years, however did not make any contribution in the 2012/13 financial year.

STATUTORY & TOWN PLANNING

Shire of Wandering Town Planning Scheme No.3

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Funds are allocated in the 2013/14 Budget for a donation of the amount requested.

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That Council make a \$200 donation towards the 2014 Small Business Awards to be held on 17 May 2014.

63:2013/14

Moved Cr Whitely, Seconded Cr Ferguson that Council make a \$200 donation towards the 2014 Small Business Awards to be held on 17 May 2014.

CARRIED 5/0

8.7 Great Southern Regional Waste Group

NAME OF APPLICANT: Shire of Wandering
FILE REFERENCE: 13.1.6
AUTHOR: CEO

SUMMARY

A request from the Great Southern Regional Waste Group to Council to commit ongoing funds to establish a regional refuse site to service those Local Governments that make up the group.

BACKGROUND

In 2008 Frank Bowman produced a report, the "Bowman Report" into the state of the refuse sites contained within 12 local governments.

The local governments included Lake Grace, Woodanilling, West Arthur, Wagin, Shire of Narrogin, Town of Narrogin, Pingelly, Wickepin, Wandering, Williams, Cuballing and Dumbleyung.

The report was very extensive and made a number of critical points and recommendations.

Chief among them was that the 12 local governments had an extraordinary amount of refuse sites between them and that all had problems with the management of the sites and varying levels of compliance with Department of Environment Regulations.

One of the recommendations was that a large number of the satellite tips should close down and that the group should look at establishing a "Regional Refuse Site" to take the waste from all of the participating LG's.

This would involve retaining the main or nominated refuse site in each LG to be converted to a transfer station to remove putrescible waste to the regional site and the other materials that are collected (scrap metal, asbestos, green waste, waste oil etc) could be handled at the LG's site.

The "Bowman Report" was funded by the State Government.

Since the "Bowman Report", three of the Local Governments have pulled out of the group – these being Lake Grace, Woodanilling and West Arthur.

The remaining 9 Councils have been putting \$5,000 per year to keep the group going and to try and establish a regional refuse site.

COMMENT

A significant amount of work has been going on to try and establish a regional refuse site.

Several sites in the Shire of Wagin were investigated for potential use as the regional refuse site, however for various reasons none of the sites has proved useful. Another site that showed some promise was in Tarwonga, in the Shire of Narrogin. This site had soil samples taken and analysed and showed promise.

About this time the group was beginning to formulate a management structure and discussed how the land might be purchased. However the land owner pulled out of the deal and the group was again left looking for a suitable site for the regional refuse site.

A piece of land then became available within the Shire of Cuballing.

This site has been drilled to establish the geotechnical and geological formation and water depth and type. More importantly, the owners are keen to sell the land for the use of a refuse site. This has resulted in a Memorandum of Understanding being signed by the owners and the 9 local governments still in the group, to purchase the site being offered, for use as a regional refuse site to take "putrescible municipal solid waste".

The report has been compiled and shows great promise. Essentially it shows the clay being 10-1 which is a minimum requirement for a refuse site. As importantly, the water table has been shown to be metres below the expected depth of any trench used for waste disposal.

A meeting has been held with the Department of Environment Regulation in Northam between the manager of the Department and the report's author (Landform Research) and members of the lead agency, the Shire of

Wagin. The result of the meeting indicated that the site in Cuballing appeared to tick all the boxes for suitability and as such a formal Works Approval application is being compiled for submission.

Separately, some indicative figures of expected costs to establish the new site in Cuballing as a regional refuse site, costs to establish the current refuse sites as transfer stations and expected charges to get the waste to the regional site (freight). A template has been produced in which each local government can input its own figures to establish what it will cost each Council to develop the new site and other inputs to operate a regional site as compared to individual refuse sites. At this point in time, for the group to progress, it requires a commitment of up to \$80,000 per Council.

This money will be used for professional advice (e.g Works Approval application, Town Planning advice), subdivision, setting up the regional waste site. There will be additional expenditure not included within the \$80,000 for such things as setting up transfer stations (there is a grant of \$20,000/ each LG for this), freight of waste to the regional site and other contingencies not allowed for or unseen at this point in time.

Additionally, the Dryandra VROC made a submission to fund the purchase of land for the Cuballing site under the regional component of the Country Local Government Fund which was unsuccessful meaning that Council will now need to find \$80,000 to remain in the group to progress the project.

STATUTORY & TOWN PLANNING

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

At this point in time, \$80,000 to keep progressing the regional waste site. There might be further expenditure required as the site develops, however it is felt that the contribution of \$80,000 by each Council will significantly cover expected costs. This figure does not include setting up transfer stations or freight of waste to the regional site by each LG. It also does not allow for management of the new site and this figure won't be known until tenders to run the site are called for.

STRATEGIC IMPLICATIONS

The amount of funds being asked for is significant and will show whether this local government is committed to the establishment of a regional waste site. It can be seen that it is not a cheap exercise and there can be no doubt that it is more expensive than running the Shire tips as they are.

What needs to be remembered is all of the 9 participating Councils have varying life expectancies of their tips – some have quite a considerable life left and some very little.

What cannot be disputed is that none of the Councils would be complying fully with Government legislation regarding refuse sites and each breach could incur a penalty of \$50,000, if the DER was to prosecute.

The group has established a site that has the potential to take all of the waste for 50+ years and if managed properly, will comply with DER requirements.

This will also permit the transfer stations to be more cleanly run and acceptable to the community.

If a local government does not commit to continuing (does not commit the funding), it may well find itself having to go through the exercise itself later on as an individual or perhaps being able to use the regional site, but at a premium cost.

OFFICER RECOMMENDATION

That the Shire of Wandering withdraws from the Great Southern Regional Waste Group on the basis that the initial capital investment and ongoing maintenance costs exceed the cost benefits of utilising other available options for the disposal of waste within the Shire of Wandering.

64:2013/14

Moved Cr Price, Seconded Cr Gowland that the Shire of Wandering withdraws from the Great Southern Regional Waste Group on the basis that the initial capital investment and ongoing maintenance costs exceed the cost benefits of utilising other available options for the disposal of waste within the Shire of Wandering.

CARRIED 5/0

8.8 Road Inspection

NAME OF APPLICANT: Shire of Wandering
FILE REFERENCE: 18.1.21
AUTHOR: CEO

BACKGROUND

Council would be aware that we need to conduct the annual road inspection which in the past few years has been held prior to the March/April Ordinary Meeting. Following the road inspection it will be timely to have discussions from the road inspection to identify the priority roads for the 2014/15 Budget.

COMMENT

There are a few different options with the timing of the road inspection. My thoughts are that Council look at choosing one of the following options;

1. Have the road inspection before the April meeting
2. Start the April meeting earlier, have lunch then do the road inspection
3. Select a date prior to the April meeting

STATUTORY & TOWN PLANNING

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That Council conduct the Road Inspection at 7.30am on Thursday 17 April 2014 with the Ordinary April Council Meeting to follow at 1.30pm on Thursday 17 April 2014.

65:2013/14

Moved Cr Price, Seconded Cr Whitely that Council conducts the road inspection at 7.30am on Thursday 17 April 2014 with the Ordinary April Council Meeting to follow at 1.30pm on Thursday 17 April 2014.

CARRIED 5/0

8.9 Compliance Return

NAME OF APPLICANT: Shire of Wandering
FILE REFERENCE: 18.1.14
AUTHOR: CEO

BACKGROUND

The annual compliance audit return for Local Governments covering the period 1 January 2013 to 31 December 2013 needs to be formally adopted by Council and forwarded to the Department by 31 March 2014.

COMMENT

There are no areas of non-compliance with the 2013 Compliance Return that require further clarification.

STATUTORY & TOWN PLANNING

Local Government Act 1995
Local Government (Financial Management) Regulations 1996.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That Council adopt the 2013 Compliance Audit return for Local Governments covering the period 1 January 2013 to 31 December 2013.

66:2013/14

Moved Cr Whitely, Seconded Cr Gowland that Council adopts the 2013 Compliance Audit return for Local Governments covering the period 1 January 2013 to 31 December 2013.

CARRIED 5/0

8.10 Wandering Community Resource Centre Funding Arrangements

NAME OF APPLICANT: Shire of Wandering
FILE REFERENCE: 7.1.6
AUTHOR: Mgr. Administration and Finance

SUMMARY

To seek approval to enter into a three-year funding arrangement to continue the operations of the Wandering Community Resource Centre (CRC).

BACKGROUND

Community Resource Centres are currently largely funded under Financial Assistance Agreements (FAA's) from the Royalties for Regions (RfR) program. An evidence-based review of the funding arrangements by the WA Regional Development Trust in 2013 recommended, amongst other matters, replacing the current grant-funded FAA's with fee-for-service (contracting model) funding. The rationale for this change is as follows:

MINUTES OF THE ORDINARY COUNCIL MEETING HELD 20 MARCH 2014

- Ensures greater value for money from RfR funding;
- Supports the CRC network to develop services, plans and pricing systems to generate greater income; and
- Establish a stronger link between CRC funding and measurable RfR outcomes.

The Shire of Wandering, as the body responsible for the Wandering Community Resource Centre, will be invited to respond to a Request for Offer (RfO) by 29th April 2014 to apply for a three-year period from 1st July 2014.

COMMENT

The following minimum areas of service delivery and purchase price have been advised:

Service Level Outcome	Type of Service	Estimated Purchase Price
Government and Community Information	Open to the public 25 hours per week averaged over the year, Provision of a Government Access Point, Provision of Community Information, available Video Conferencing and Westlink Services.	\$40,000 pa
Economic and Business Development	Provision of business development initiatives for local businesses. Employing a trainee (under the current traineeship guidelines).	\$45,000pa
Social Development	Provision of social development events and services.	\$15,000pa

STATUTORY & TOWN PLANNING

The Shire of Wandering will be treated as a preferred service provider in the RfO process under the Dept. of Finance's community service procurement process meaning it is not a competitive open tender process.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Council presently receives grant funding totalling \$100,000 to provide similar services from the CRC to those required under the new arrangements. In addition, the new funding will be indexed annually as well as offering the ability to earn greater revenue in the future.

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That Council lodges an offer to enter into a service agreement to provide CRC services to the Wandering district for the period 1st July 2014 to 30th June 2017.

67:2013/14

Moved Cr Whitely, Seconded Cr Gowland that Council lodges an offer to enter into a service agreement to provide CRC services to the Wandering district for the period 1st July 2014 to 30th June 2017.

CARRIED 5/0

68:2013/14

Moved Cr Whitely, Seconded Cr Price that the meeting be adjourned for afternoon tea at 3.36pm.

CARRIED 5/0

69:2013/14

Moved Cr Whitely, Seconded Cr Price that the meeting be resumed at 4.05pm

CARRIED 5/0

8.11 2013/14 Budget Review

NAME OF APPLICANT: Shire of Wandering
FILE REFERENCE: 10.1.4
AUTHOR: Mgr. Administration and Finance

SUMMARY

To review Council's financial performance for the eight months to 28th February 2014, propose budget amendments and extrapolate the financial position to 30th June 2014 for draft 2014/15 budget purposes.

BACKGROUND

The 2013/14 budget forecast a zero surplus with unrestricted current assets of \$454,902 being offset by payables and provisions of a comparable amount.

Note 6 from the February 2014 Finance Report itemises some \$969,269 worth of reductions in cash offset by some \$719,269 increases in cash, a shortfall of \$250,000.

Note 8 reveals some \$700,894 worth of grants included in the budget will not now be received including \$545,000 in Country Local Government Fund monies. This has forced a major review of this year's capital budget.

COMMENT

In all but two exceptions the loss of Country Local Government Fund monies has had no material impact on the budget as funds have not been spent and thus cash reductions are offset by cash savings.

The first exception is the residence being constructed at 5 Dunmall Drive at a budgeted cost of \$350,000 (now revised to \$300,000) originally funded in part by a \$250,000 Country Local Government Fund grant. This residence represents an attempt by Council to fill the void created by the State Government's reluctance to provide housing to its workforce in regional areas.

To assist in retaining, in this case, a Wandering Primary School teacher, Council agreed to forego potential other uses for the \$250,000 to assist the State in housing a teacher using a grant that was subsequently cancelled with no forewarning. Notwithstanding this the project was proceeded with due to the acute shortage of suitable housing in Wandering and a contractual agreement with the Department of Housing to lease the house for \$600 per week, indexed with CPI over a 5 year term with another 5 year option.

The second issue surrounds the impact of not receiving the proceeds from the sale of industrial land expected to be created as part of stage two of the Schorer Road industrial estate. The 2013/14 budget relied upon sales income of \$100,000 to achieve a neutral balance but this will certainly not now occur.

Other issues impacting the budget included a revision of the brought forward deficit of around \$100,000 mainly following the audit requirement to account for the new IT system in 2012/13, loss of interest revenue due to poor cash flow and an adjustment to anticipated rate revenue due to valuations being lower than those used to model this year's rates.

The current budget forecasts flood damage revenue of \$2,601,571 and expenditure of \$1,275,000. To date the balances are \$1,872,882 and \$918,526 respectively though some revenue remains outstanding from the repair works in September 2013. Effectively this means that Council has \$330,000 in costs left to earn \$730,000 revenue less the outstanding recoup.

The reality appears to be that a four kilometre section of the York – Williams Road needs to be re-sheeted at a cost of around \$100,000 plus a number of pipes and headwalls installed using items from stock. As far as practicable these works need to be performed by Council staff (preferably working overtime) and plant though some contractors will also be needed.

The budget also includes private works revenue from flood damage of \$200,000 derived from \$143,484 expenditure. Whilst this will mostly not occur the net cash shortfall to date is only \$28,000.

Therefore summarising the flood damage budget impact, provided the remaining net revenue requirement (\$400,000 + \$28,000) is offset by the outstanding recoup (amount unknown but possibly \$150,000), plant and overtime cost recoups for the York – Williams Road (\$80,000) and pipes and headwalls recoups (unknown) there will be no adverse financial consequences.

As advised in December a draft 2014/15 budget has been compiled to ascertain whether Council has scope to absorb any carry over deficit from 2013/14. Due to the requirement to contribute one-third of the cost of regional road, black spot and regional run-off projects there appears no scope to absorb a brought forward deficit. This will be elaborated upon further at the meeting.

STATUTORY IMPLICATIONS

Regulation 33A of the Local Government (Financial Management) Regulations 1996.

STRATEGIC IMPLICATIONS

The loss of major funding sources will have a major impact on the delivery of assets and services forecast in the corporate business and strategic community plans.

PUBLIC CONSULTATION

No public consultation has been undertaken in regards to this item

FINANCIAL IMPLICATIONS

The following budget amendments are proposed:

MINUTES OF THE ORDINARY COUNCIL MEETING HELD 20 MARCH 2014

GL Account Code	Description	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		\$	\$	\$
	Adjustment to b/fwd deficit		(100,375)	(100,375)
R03201	Untied Commonwealth Grants (WALGGC)		(3,211)	(103,586)
R03202	United Commonwealth Road Grants (WALGGC)		(16,106)	(119,692)
R03103	Rate Revenue		(24,000)	(143,692)
R13604	Reimbursements-Kulin/Wickepin Fuel Facilities	48,790		(94,902)
R12220	Crossover contributions	24,000		(70,902)
R03251	Interest on cash reserves		(15,000)	(85,902)
L70101	Transfers to cash reserves	15,000		(70,902)
R02352	Interest on short-term investments		(16,000)	(86,902)
R09197	Proceeds Sale of Industrial Land		(100,000)	(186,902)
R05390	Grant - CCTV (raised in 2012/13)		(25,000)	(211,902)
R03204	CLGF Regional - Industrial Subdivision		(250,000)	(461,902)
E14761	Schorer Road Industrial Subdivision (Cash)	214,000		(247,902)
R03204	CLGF Regional - Regional Waste Facility		(45,000)	(292,902)
E10180	Regional Waste Facility Land Purchase	45,000		(247,902)
R03205	CLGF Indivisual - Residence at 5 Dunmall Drive		(250,000)	(497,902)
E09160	Housing Construction - 5 Dunmall Drive	50,000		(447,902)
E09260	Housing Construction - 19 Humes Way	50,000		(397,902)
R03206	RDAF Grant - C caravan Park Ablutions		(44,372)	(442,274)
E13260	Caravan Park Ablutions	43,774		(398,500)
E11382	Recreation Park	67,205		(331,295)
R11301	Lotterywest Grant - Recreation Park		(67,205)	(398,500)
E14560	Computers & Laptops	6,000		(392,500)
E14570	Admin Office Car Park		(5,000)	(397,500)
E13650	Fuel Facility		(8,000)	(405,500)
E10760	ADSL2	13,000		(392,500)
E14763	Turton Road Subdivision	10,000		(382,500)
E14762	Mill Street Subdivision	5,000		(377,500)
E12150	Servicing Pit at Depot	10,000		(367,500)
E12151	Plant Shelter at Depot	10,000		(357,500)
E12350	Water Truck modifications	10,000		(347,500)
E12352	Fuel Trailer	15,000		(332,500)
E10780	Men's Shed	20,000		(312,500)
E12101	Bannister Road & York Williams Road (Cash)	62,500		(250,000)
Closing Funding Surplus (Deficit)		719,269	(969,269)	(250,000)

70:2013/14

Moved Cr Ferguson, Seconded Cr Kerr that Council:

1. Adopts the above variations to the 2013/14 budget; and
2. Receives an officer report specifying options for addressing the identified deficit of \$250,000 at the April 2014 meeting for further consideration.

CARRIED 5/0

Council received an in-depth briefing on the possible impact of a carried forward deficit to the 2014/15 financial year and requested further information prior to addressing the remaining \$250,000 at next month's Council meeting.

8.12 List of Accounts – February 2014

NAME OF APPLICANT: Accounts Officer
FILE REFERENCE: 10.1.16
AUTHOR: Accounts Officer

BACKGROUND

Attached is a list of accounts for Council consideration.

COMMENT

Nil

STATUTORY & TOWN PLANNING

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

2013/14 Budget

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That all Cheque, EFT, wages, transport payments, transfers to investments, credit card payments, creditor payments and other vouchers from the Municipal and Trust Fund totalling \$315,427.46 be passed for payment.

71:2013/14

Moved Cr Whitely, Seconded Cr Ferguson that all Cheque, EFT, wages, transport payments, transfers to investments, credit card payments, creditor payments and other vouchers from the Municipal and Trust Fund totalling \$315,427.46 be passed for payment.

CARRIED 5/0

8.13 Financial Reports – February 2014

NAME OF APPLICANT: Manager Administration & Finance
FILE REFERENCE: 10.1.16
AUTHOR: Manager Administration & Finance

BACKGROUND

Separately attached are the monthly Financial Statements for the period 28 February 2014.

COMMENT

Refer to Finance Report on page 25.

STATUTORY & TOWN PLANNING

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Shire of Wandering 2013/14 Budget

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That Council endorse the monthly Financial Statements for the period ending 28 February 2014.

72:2013/14

Moved Cr Whitely, Seconded Cr Ferguson that Council endorse the monthly Financial Statements for the period ending 28 February 2014.

CARRIED 5/0

9 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil

11 NEXT MEETING

Next Ordinary Council meeting to be held on Thursday 20th March 2014 at 1:30pm following the annual road inspection commencing at 7.30am.

12 CLOSURE OF MEETING

There being no further business for discussion the Shire President closed the meeting at 5:57pm

**These Minutes were confirmed by Council at the Ordinary Council Meeting
on Thursday 17th April 2014.**

CR G G KERR, President