



Shire of Wandering

Ordinary Council Meeting 18 September 2014

Minutes

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1 DECLARATION OF OPENING /ANNOUNCEMENT OF VISITORS

1:35pm - The Presiding Person declared the meeting open

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Attendance:

Cr G Kerr President

Cr B Dowsett Deputy President

Cr J McNeil

Cr W Gowland

Cr B Whitely

Cr J Price

Cr C Ferguson

Mr M Whitely Chief Executive Officer

Mr D Ojha Manager Administration & Finance

Visitors: Ms T Young, Planning Consultant (2:05pm to 3:42pm)

Gallery: Nil

Apologies: Nil

On Leave of Absence: Nil

Absent: Nil

3 DISCLOSURE OF INTERESTS

Nil

4 PUBLIC QUESTION TIME

1:37pm – The Presiding Person opened public question time and explained that a minimum time of 15 minutes was allowed for questions from the public. There were no members of the public in attendance.

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 Shire of Wandering Ordinary Meeting – 20 August 2014

COUNCIL DECISION – ITEM 6.1

Moved Cr Dowsett seconded Cr Whitely;

That the minutes of the Shire of Wandering Ordinary Council Meeting held on 20 August 2014 is confirmed as a true and correct record.

CARRIED 5/2

7 COUNCILLOR REPORTS

Councillor Kerr

Meetings Attended

WALGA Central Country Zone

Councillor Dowsett

Meetings Attended

WALGA Central Country Zone

BHP Worsley Alumina Mine Community Liaison Committee (via absentee)

Peel Harvey Catchment Council

Councillor Price

Meetings Attended

WALGA Central Country Zone

Peel Harvey Catchment Council

Codjatonine Landowners Meeting

Grain Research and Development Committee

Questions Without Notice

Requested if the CEO could obtain some of the USB's handed out by the Department of Local Government and Communities at the WALGA Central Country Zone Meeting

Proposed that agreements be put in place for future gravel royalties

Councillor Whitely

Meetings Attended

WALGA Central Country Zone

Questions Without Notice

Asked if laptops/IPads were going to be purchased for trial by councillors at Council Meetings

Councillor McNeil

Meetings Attended

WALGA Central Country Zone

Councillor Ferguson

Questions Without Notice

Asked if Council should start to commence further action for the maintenance of fire breaks within the community

8 MATTERS REQUIRING DECISION

8.1 Shire of Wandering Town Planning Scheme Review

NAME OF APPLICANT: Ms Tory Young
FILE REFERENCE: 28.1.1
AUTHOR: CEO

BACKGROUND

Council on a number of occasions discussed the need to review the current Shire of Wandering Town Planning Scheme No.3 to address certain inadequacies within the scheme. At the April 2014 Ordinary Meeting Council appointed Ms Tory Young to conduct a review of the Shire's current Town Planning Scheme.

COMMENT

Ms Tory Young will attend the meeting at 1.30pm to provide an overview of the existing Town Planning Scheme and conduct a workshop with Council to establish what areas of the Town Planning Scheme Council would like Ms Young to address during her review process. Information from Ms Young relating to the review of the Town Planning Scheme is shown at **Attachment 2**.

STATUTORY & TOWN PLANNING

Shire of Wandering Town Planning Scheme No.3

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

\$15,000 has been allocated in the 2014/15 Budget for review of the Town Planning Scheme and other associated costs for the review.

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That Council review the Shire of Wandering Town Planning Scheme No.3 with the view to providing direction to Ms Young as to the amendments Council would like to see take place during the review process.

[Attachment 2](#)

3:42pm - The meeting was closed by the Shire President for afternoon tea

4:07pm - The meeting was re-opened by the Shire President

COUNCIL DECISION – ITEM 8.1

Moved Cr Ferguson seconded Cr McNeil:

That Council review the Shire of Wandering Town Planning Scheme No.3 with the view to providing direction to Ms Young as to the amendments Council would like to see take place during the review process.

CARRIED 7/0

8.2 Shire of Wandering Corporate Plan 2014-2018

NAME OF APPLICANT: Shire of Wandering
FILE REFERENCE: 10.1.16
AUTHOR: CEO

BACKGROUND

The Corporate Business Plan (“CBP”) is a key component of the Integrated Planning Framework requirements that were introduced in 2013. The intent of the Integrated Planning Framework was to ensure improved strategic, financial and asset management planning across the WA local government sector.

COMMENT

The Corporate Business Plan outlines the priorities and strategies that Council will pursue over the next four years to deliver on the community vision documented within the Strategic Community Plan. During the recent review of the Plan, the strategies were amended to reflect a more current perception of the areas that would influence the Shire’s direction and community expectations over the next few years. These were in turn assessed against available financial and workforce resources.

The priority for each action has been considered in accordance with available resources, but Council may decide to advance or push back tasks as part of the review of the Plan. The CBP will continue be reviewed annually at staff workshops, thereby providing an opportunity to consider any change in priorities based on the circumstances that prevail at that time. Reporting against the measures will form part of Council’s regular reporting systems and also be included in the Annual Report.

Council has the option of:

1. Endorsing the Corporate Business Plan 2014 - 2018 without amendment; or
2. Amending any part of the Corporate Business Plan to reflect a change in priorities.

A simplistic approach to the above is that the Corporate Business Plan is reviewed annually each year during the budget process with the adopted budget forming the outcomes to be achieved in the same corresponding year of the Corporate Business Plan with future years to be reviewed on an ongoing basis.

STATUTORY & TOWN PLANNING

Section 5.56(1) and (2) of the Act requires that each local government is to plan for the future of the district, by developing plans in accordance with the regulations.

The new regulations also require each local government to include in its Annual Report any changes to either of the above plans.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Plan is the key driver for the annual budget and the long term financial plan. This linkage ensures that community priorities are adequately funded and that appropriate and endorsed rating strategies are in place to allow any financial impact on the community to be carefully considered.

There is also an ongoing cost associated with the review of the Corporate Business Plan and reporting on the performance measures for each of the actions within the Plan.

STRATEGIC IMPLICATIONS

- Corporate Business Plan
- Long Term financial Plan
- Plant Replacement Program
- Road Replacement Program
- Community Strategic Plan
- Workforce Plan

OFFICER RECOMMENDATION

That Council;

1. Endorses the Shire of Wandering Corporate Business Plan 2014 – 2018 as contained in appendix provided under separate cover; and
2. Approves for a local public notice being published in accordance with the requirements of the Local Government Act 1995 advising of the endorsement of the Corporate Business Plan.

[Attachment 3](#)

COUNCIL DECISION – ITEM 8.2

Moved Cr Kerr seconded Cr Dowsett;

That Council;

1. Endorses the Shire of Wandering Corporate Business Plan 2014 – 2018 as contained in appendix provided under separate cover; and
2. Approves for a local public notice being published in accordance with the requirements of the Local Government Act 1995 advising of the endorsement of the Corporate Business Plan.

CARRIED 7/0

8.3 Christmas Office / New Year’s Office Hours

NAME OF APPLICANT: Shire of Wandering
FILE REFERENCE: 1.2.2
AUTHOR: CEO

BACKGROUND

During the Christmas and New Year period the Shire Office will open during the break for the collection of mail however the majority of staff will be asked to take leave over this period. While mail will continue to

operate during this period licensing and EFTPOS bill payments will not be operational during the period 25 December 2014 – 4 January 2015. This works out to be four working days. With sufficient notification the community will be able to make alternate arrangements for licensing and other payments and a skeleton works crew will still be on board during the break for any road maintenance.

COMMENT

Staff will be required to take leave either annual leave or RDO's during this period and the proposed office hours will be as follows;

Monday 22 December	8.30am to 4.30pm
Tuesday 23 December	8.30am to 4.30pm
Wednesday 24 December	8.30am to 12.30pm
Thursday 25 December	Closed
Friday 26 December	Closed
Saturday 27 December	Closed
Sunday 28 December	Closed
Monday 29 December	11.00am – 2.00pm (mail only)
Tuesday 30 December	11.00am – 2.00pm (mail only)
Wednesday 31 December	11.00am – 2.00pm (mail only)
Thursday 1 January	Closed
Friday 2 January	Closed
Saturday 3 January	Closed
Sunday 4 January	Closed
Monday 5 January	8.30am to 4.30pm

STATUTORY & TOWN PLANNING

Nil

POLICY IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Notification of the office opening times will be published in the Wandering Echo, Shire Office and Noticeboard in the months leading up to Christmas.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That the information be received by Council.

COUNCIL DECISION – ITEM 8.3

Moved Cr Dowsett seconded Cr McNeil;

That the information be received by Council.

CARRIED 7/0

8.4 Department of Local Government & Communities

NAME OF APPLICANT: Brad Jolly, Department of Local Government & Communities
FILE REFERENCE: 18.1.14
AUTHOR: CEO

BACKGROUND

The President was sent a letter from the Department of Local Government and Communities (the “Department”) which is shown at **Attachment 4**.

COMMENT

The letter from the Department is seeking Council’s support to allow the Department to carry out a probity compliance audit within the Shire of Wandering with the view to the Department identifying risk areas and recommending process improvements.

There is no reason why Council should be concerned with the request made by the Department as the areas of interest outlined by the Department are reviewed annually during the normal audit process and forms much of the basis of the Compliance Audit Return which is completed every calendar year.

STATUTORY & TOWN PLANNING

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are costs associated with the probity compliance audit.

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That Council write to the Department of Local Government and Communities inviting the Department to undertake a probity compliance audit of the Shire of Wandering.

[Attachment 4](#)

COUNCIL DECISION – ITEM 8.4

Moved Cr McNeil seconded Cr Dowsett;

That Council write to the Department of Local Government and Communities inviting the Department to undertake a probity compliance audit of the Shire of Wandering.

CARRIED 7/0

8.5 List of Accounts – August 2014

NAME OF APPLICANT: Shire of Wandering
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

Shire of Wandering 2014/15 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 \$358,722.65 be passed for payment.

[Attachment 5](#)

COUNCIL DECISION – ITEM 8.5

Moved Cr Ferguson seconded Cr Whitely;

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 \$358,722.65 be passed for payment.

CARRIED 7/0

8.6 Financial Reports – August 2014

NAME OF APPLICANT: Shire of Wandering
FILE REFERENCE: 10.1.16
AUTHOR: CEO

BACKGROUND

Separately attached are the monthly Financial Statements for the period 31 August 2014.

COMMENT

Refer to Finance Report on page 13.

STATUTORY & TOWN PLANNING

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Shire of Wandering 2014/15 Budget

STRATEGIC IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That Council endorse the monthly Financial Statements for the period ending 31 August 2014.

[Attachment 6](#)

COUNCIL DECISION – ITEM 8.5

Moved Cr Dowsett seconded Cr Whitely;

That Council endorse the monthly Financial Statements for the period ending 31 August 2014.

CARRIED 7/0

9 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

10.1 Councillor Behaviour

Cr Dowsett advised the Presiding Person that he would like to discuss a matter relating to comments made by a Councillor in relation to the CEO.

Moved Cr Dowsett seconded Cr Gowland;

That Council discuss the matter relating to the behaviour of a Councillor towards the CEO.

CARRIED 7/0

Resolved by Council that it be noted that Cr McNeil made an official apology to the CEO in respect to calling the CEO a liar at the August 2014 Council Meeting.

10.2 Purchase of a New Multi Tyred Roller

Cr Gowland advised the Presiding Person that he would like to discuss a matter relating to the purchase of a new multi tyred wheel roller.

Moved Cr Gowland seconded Cr Ferguson;

That Council discuss the replacement of the Shire's Volvo Multi Tyred Wheel Roller.

CARRIED 7/0

COUNCIL DECISION – ITEM 10.2

Moved Cr Gowland seconded Cr Ferguson;

That Council call for Expressions of Interest for the purchase of a new Multi Tyred Wheel Roller and/or the trade in of the existing Volvo Multi Tyred Wheel Roller

CARRIED 7/0

11 NEXT MEETING

Next Ordinary Council meeting to be held on Thursday 18 September at 1:30pm

12 CLOSURE OF MEETING

6:16pm – The Presiding Person Shire closed the meeting

**These Minutes were confirmed at the Ordinary Council Meeting
on Thursday 16 October 2014.**

Signed:

Presiding Person at the meeting at which the minutes were confirmed

Date: