

ORDER OF BUSINESS

1. Declaration of Opening/Announcement of Visitors

12:04pm – The President welcomed all present, introduced Mr Stuart Fraser from the Department of Local Government as an observer for the day and declared the meeting open.

2. Record of Attendance/Apologies/Leave of Absence

Attendance:

GG Kerr	President
BE Dowsett	Deputy President
JC Schorer	Councillor
KJ Barge	Councillor
JR McNeil	Councillor
J Price	Councillor
C Ferguson	Councillor
M Whitely	CEO

Guests:

S Fraser	Observer	Department of Local Government
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3. Public Question Time

Nil

4. Applications for Leave of Absence

Nil

5. Confirmation of Minutes of Previous Meetings

Shire of Wandering Ordinary Meeting held 21 February 2013

Cr Ferguson left the meeting at 12:39pm to obtain a copy of the November 2012 Minutes and returned back to the meeting at 12:44pm

Shire of Wandering Ordinary Meeting held 21 February 2013

751:2012/13

Moved Cr Dowsett, Seconded Cr McNeil that the February minutes are confirmed as a true and accurate record, however it be documented that there was disagreement on the recording of the motion for Agenda Item 8.2. This was in relation to a second motion for Agenda Item 8.2 being moved however the Seconded for the motion is unknown. The second motion moved was; That Council give the CEO permission to install a pool on the basis that;

1. All costs associated with the installation of the pool in the first instance are paid by the CEO
2. All establishment and ongoing running costs associated with the pool including the replacement of equipment would be the responsibility of the current CEO during his tenure
3. Council to discuss at the end of the current CEO's tenure the decision to either purchase the pool at cost from the CEO or request that the pool is removed

Further, that the February motion was moved by Cr Barge and carried 4/3.

CARRIED 7-0

MINUTES FOR THE MEETING HELD 18 APRIL 2013

Shire of Wandering Ordinary Meeting held 21 March 2013

752:2012/13

Moved Cr Dowsett, Seconded Cr Barge that that the minutes of the Shire of Wandering Ordinary Meeting held 21 March 2013 be confirmed as a true and correct record.

CARRIED 7-0

Bush Fire Advisory Annual General Meeting held 9 April 2013

753:2012/13

Moved Cr Schorer, Seconded Cr Ferguson that that the minutes of the Bush Fire Advisory Annual General Meeting held 9 April 2013 be received.

CARRIED 7-0

6. COUNCILLOR REPORTS

President Kerr

Meetings Attended

Regional Road Group Hotham Dale Sup Group Meeting
Interviews for Works Supervisor

Deputy President Dowsett

Meetings Attended

Interviews for Works Supervisor

Questions Without Notice

Crossman Dwarda Rd
Waste Oil Facility

Councillor Ferguson

Meetings Attended

CBH Growers Forum

Questions Without Notice

Acknowledged Cr Price's efforts in organising CBH forums and liaising with CBH
Wind rows in people's driveways
Rubbish in parking bays on North Bannister Wandering Rd

Councillor McNeil

Questions Without Notice

Culvert on Codjatotine Hastings Rd (South of Glens Rd)
Culvert on Codjatotine Hastings Rd blocked with concrete
Avondale – have indicated that they have machinery for the shed but would like to sign a MOU
Have the Drip Trays for Machinery Shed been ordered
Trestle table at Community Centre
Brick paving at Community Centre
Floodlight for old Roads Board
Storm Damage piles still need to be moved from Price property on Codjatotine Mooterdine Rd

Councillor Barge

Questions Without Notice

Guide post at corner of CWA

Councillor Price

Meetings Attended

CBH Growers Forum

Questions Without Notice

York Williams Rd
Road Sign at Carabin / York Williams Rd
Blocked culvert outside property on York Williams Rd
Does the Shire have a Chair inventory at Community Centre
Is the Wandering Echo self-funding
January cardboard waste
Skate Park
Website – Shire Shorts need to be updated
Community communication needs to be improved
Feedback from Max Watts that a certificate for the Shire's Citizen of the Year Award would be appreciated
Is there or should the Shire look at getting a plaque or honour board to recognise the Citizen of the Year

Councillor Schorer

Meetings Attended

BHP Worsley Alumina Community Liaison Committee

Questions Without Notice

Moramocking Road
Double white line on Wandering Pingelly Rd turning onto Fourteen Mile Brook Rd

7. MATTERS REQUIRING COUNCIL DECISION

7.1 Appointment of Authorised Brigade Officers

NAME OF APPLICANT: CEO
FILE REFERENCE: 4.1.1
AUTHOR: CEO

SUMMARY:

The Annual General Meeting of the Shire of Wandering Bush Fire Advisory Committee Meeting was held on Wednesday 9 April 2013 at the Wandering Community Centre. One of the items of business at this Meeting was the appointment of Authorised Officers for the 2013/14 fire season, with Council now required to confirm or change the recommendations from this Committee.

RECOMMENDATION:

That Council endorse the recommendation from the Shire of Wandering Bush Fire Advisory Committee to appoint the following officers to the nominated positions;

Chief Bush Fire Control Officer	Mr P Monk
Deputy Chief Bush Fire Control Officer	Mr M Schorer
Vehicle Movement Ban Officers	Mr P Monk Mr GR Parsons Mr T Treasure Cr BE Dowsett Mr GH Parsons Mr M Whitely
Clover Burning Permit Officers	Mr P Monk Mr A Turton
Fire Control Officers – Hastings	Mr G Parsons Mr GH Parsons Mr C Ferguson Mr R Bostock Mr A Turton
Fire Control Officers – Wandering	Mr T Hardie Mr T Treasure Mr B Ferguson Mr S Watts
Fire Control Officers – Codjatatine	Mr P Monk Mr M Schorer Mr D Warburton Mr B Penny
Fire Control Officers – Wandering Town	Mr B Whitely
Dual Appointments – Brookton	Mr GR Parsons
Dual Appointments – Brookton	Mr P Monk
Dual Appointments – Pingelly	Mr R Bostock
Dual Appointments – Pingelly	Mr P Monk
Dual Appointments – Cuballing	Mr B Penny
Dual Appointments – Cuballing	Mr P Monk
Dual Appointments – Boddington	Mr T Hardie
Dual Appointments – Boddington	Mr P Monk
Dual Appointments – Williams	Mr T Hardie
Dual Appointments – Williams	Mr P Monk

Cr Kerr commended Cr Dowsett on his 36 years of service as a fire control officer in the Shire of Wandering

754:201/13

Moved Cr McNeil, Seconded Cr Price that Council endorse the recommendation from the Shire of Wandering Bush Fire Advisory Committee to appoint the following officers to the nominated positions;

Chief Bush Fire Control Officer	Mr P Monk
Deputy Chief Bush Fire Control Officer	Mr M Schorer
Vehicle Movement Ban Officers	Mr P Monk Mr GR Parsons Mr T Treasure Cr BE Dowsett Mr GH Parsons Mr M Whitely
Clover Burning Permit Officers	Mr P Monk Mr A Turton
Fire Control Officers – Hastings	Mr G Parsons Mr GH Parsons Mr C Ferguson Mr R Bostock Mr A Turton
Fire Control Officers – Wandering	Mr T Hardie Mr T Treasure Mr B Ferguson Mr S Watts
Fire Control Officers – Codjatonine	Mr P Monk Mr M Schorer Mr D Warburton Mr B Penny
Fire Control Officers – Wandering Town	Mr B Whitely
Dual Appointments – Brookton	Mr GR Parsons
Dual Appointments – Brookton	Mr P Monk
Dual Appointments – Pingelly	Mr R Bostock
Dual Appointments – Pingelly	Mr P Monk
Dual Appointments – Cuballing	Mr B Penny
Dual Appointments – Cuballing	Mr P Monk
Dual Appointments – Boddington	Mr T Hardie
Dual Appointments – Boddington	Mr P Monk
Dual Appointments – Williams	Mr T Hardie
Dual Appointments – Williams	Mr P Monk

CARRIED 7-0

7.2 Dryandra Country Visitors Centre

NAME OF APPLICANT: Dryandra Country Visitors Centre
FILE REFERENCE: 18.1.11
AUTHOR: CEO

SUMMARY:

A letter has been received from the Dryandra Country Visitor Centre seeking a financial contribution of \$10,500 for the 2013/14 financial year.

The financial assistance is a contribution towards the implementation of the South East Wheatbelt Marketing Strategy (\$5,000) and participation in Australia's Golden Outback (\$5,500).

COMMENT:

An amount of \$5,000 was requested for the 2012/13 financial year and at the June 2012 Ordinary Meeting Council resolved to make a contribution of \$2,500.

Since the June 2012 Ordinary Meeting Council have discussed on a number occasions the benefit derived in contributing to the Dryandra Country Visitors Centre. The general consensus from current and past committee delegates is that these funds could be better utilised elsewhere within the Shire of Wandering.

RECOMMENDATION:

That while Council are supportive of the Dryandra Country Visitors Centre, however the Shire of Wandering will not be making a financial contribution for the 2013/14 as Council are of the belief that these funds can be better resourced within the Shire in helping to promote the region.

[Attachment 4](#)

755:2012/13

Moved Cr Dowsett, Seconded Cr McNeil that Council are supportive of the Dryandra Country Visitors Centre, however the Shire of Wandering will not be making a financial contribution for the 2013/14 as Council are of the belief that these funds can be better resourced within the Shire in helping to promote the region.

CARRIED 6-1

7.3 Regional Road Group Program

NAME OF APPLICANT: CEO
FILE REFERENCE: 33.1.21
AUTHOR: CEO

SUMMARY:

As part of the 2014/15 road project applications for the Regional Road Group the Main Roads requests that all Shires submit a copy of their 5 year road program with their applications. Projects funded under the Main Roads Regional Road Group program is state funding whereby 2/3rds of the project costs are met by Main Roads and the remaining 1/3rd funded by the local authorities. The maximum allocation available to all Shires in the Regional Road Group Wheatbelt South area is \$350,000.

COMMENT

Projects for the 2013/14 financial were submitted to Main Roads in September 2012 so we are now looking at the 2014/15 financial year.

As a starting point I have prepared a 5 year road program relating to the roads eligible under the Regional Road Group where I have identified various sections of road that could be considered and have provided an estimate of the costs involved for each project (**Attachment 5**). The reality being that many of the priorities identified will change over the life of the 5 year program but the spreadsheet can be used as a starting point for Council discussion and identifies the difficulties in trying to prioritise the road projects for each financial year with the funding resources available.

MINUTES FOR THE MEETING HELD 18 APRIL 2013

All roads eligible for Regional Road Group funding can be submitted for the 2014/15 financial year as the Multi Criteria Assessment (MCA), being road counters, is complete for the roads eligible for funding.

Roads eligible for funding under the Regional Road Group program are;

North Banister Wandering Road
Wandering Pingelly Road
Pumphreys Rd
Wandering Narrogin Road
Crossman Dwarda Road
York Williams Rd
Fourteen Mile Brook Road
Dwarda East Road
North Wandering Road (from Wandering School to Kubbine Rd)
Kubbine Road

RECOMMENDATION:

For Council information and discussion.

[Attachment 5](#)

Mr Stuart Fraser left the meeting at 1.55pm and returned at 2:00pm

Council discussed at great length the road priorities for funding consideration for 2014/15 and beyond under the Regional Road Group Program. Council resolved to adopt the 2014/15 projects and update the remaining years with the view to reassessing projects for the 2015/16 program in 12 months' time.

756:2012/13

Moved Cr Dowsett, Seconded Cr McNeil that Council submit the following projects for the 2014/15 Regional Road Group Program;

- 1. Crossman Dwarda Rd – SLK 6.50 to SLK 8.12**
- 2. York Williams Rd – SLK 73.45 to SLK 84.73**
- 3. North Bannister Wandering Rd – SLK 2.00 to 4.00**

The above projects submitted were as tabled in the Shire of Wandering 5 Year Road Replacement Program 2012/13 to 2017/18.

CARRIED 7-0

7.4 Review of Delegations

NAME OF APPLICANT: CEO

FILE REFERENCE: 1.4.1

AUTHOR: CEO

SUMMARY:

The Local Government Act 1995 (Section 5.46) requires a local authority to review all delegations made under the Act at least once every financial year. In order to carry out its functions efficiently and effectively, Council has the ability to delegate its powers and duties to the Chief Executive Officer or to another staff member as deemed appropriate.

COMMENT:

Council last reviewed its delegations on 20 September 2012 and a copy of the endorsed delegations is shown at **Attachment 6**.

The review undertaken by staff in preparation of this report has revealed that most of the delegations are appropriate and provide an effective framework for the efficient operation of the Shire through the responsible discharge of those powers and duties delegated by Council. Council's policies are currently being reviewed to ensure that any limitations on delegation are clearly stated and policies are consistent with reviewed delegations.

MINUTES FOR THE MEETING HELD 18 APRIL 2013

The current Delegation Register is a mixture of procedures, policies and delegations. The Department of Local Government produced an operational guideline in January 2007 on Delegations (**Attachment 6**). The guideline was developed in response to enquiries from local governments regarding the nature of delegations, how to go about determining whether to use delegations and other related matters. The guideline recommends what should be delegated

A decision to delegate a power or duty should be made by local governments only after thorough consideration of whether the delegation will facilitate the effective operation of the local government. This will therefore depend on the particular circumstances of each local government.

A local government Council is unable to deal with all of the numerous issues and duties concerning its local government. As far as is possible and reasonable, Councils should be predominantly concerned with dealing with higher level policy matters for their local governments.

Duties and powers which are operational in nature, but exercise discretion should be delegated to the CEO. Powers and duties can be delegated to CEOs with comprehensive conditions attached. The conditions limit the exercise of powers or discharge of duties to circumstances prescribed by the council.

- For example, a permit application which does not satisfy the conditions attached to a delegation, must be referred to the council for determination

The *Local Laws Manual (2005)*, *Local Laws WA*, *Western Australian Local Government Association*, *Western Australia (Australia)* at Section 2, page 10, provides a useful example of a recommendation to council for the delegation of certain powers with conditions attached, as follows:

“That the administration of this Local Law including any enforcement action and collection of the annual licence fee be delegated to the CEO, but that the exercise of the following powers be reserved to the Council:

- (a) issue or refusal of a licence under clause...;*
- (b) determination of a licence period under clause...;*
- (c) cancellation of a licence under clause...;*
- (d) renewal or refusal to renew a licence under clause...; and*
- (e) determination of any security under clause...”*

Delegations with conditions are also frequently made in relation to employees other than the CEO for acquiring assets on behalf of a local government. An example is where the CEO delegates an employee with the power to purchase goods and services to a value of \$1,000 - any proposed purchases which would exceed this limit would need to be referred to the CEO for approval.

The principal consideration for a local government when deciding if it should delegate a power or duty is whether the delegation will improve the efficiency of the local government's operations whilst ensuring that its policies are consistently implemented.

Local governments also need to consider the content of their local laws and whether delegation may be necessary, in some circumstances. However, “authorised persons” can normally carry out the ‘policing’ powers in local laws.

The current Delegation Register adopted on 20 September 2012 is a mixture of procedures, policies and delegations. The new delegations register presented to Council in March 2013 and again in April 2013 has been provided in accordance with the Local Government Operational Guideline. The new delegations register ensures compliance with The Local Government Act 1995 and the Local Government Operational Guideline.

The following examples are provided:

- 1. Building Notices – current delegation as per 20 September 2012**
 - a. Recommended to be replaced by new delegation BLD1 which is now in accordance with the Building Act 2011 and section 5.45 of the Local Government Act 1995**

2. **Payment of wages & Creditors – current delegation as per 20 September 2012 is actually not a delegation, it is either a policy of Council or a procedure.**
 - a. **Recommended delegation FMR1 which is now in accordance with Local Government (Financial Management) Regulations 1996, r. 12 and Section 5.42 of the Local Government Act 1995. The procedures on payment of wages & creditors and cheque signing are included under the Council Policy section of the delegation.**

RECOMMENDATION:

That Council;

1. Notes the review of the Delegation Register, and
2. Endorses the delegations to the Chief Executive Officer and other staff as contained within the Delegation Register

[Attachment 6](#)

757:2012/13

Moved Cr Schorer, Seconded Cr Kerr that Council;

1. **Notes the review of the Delegation Register, and**
2. **Endorses the delegations to the Chief Executive Officer and other staff as contained within the Delegation Register**

CARRIED 5-2

7.5 Community Strategic Plan

NAME OF APPLICANT: CEO
FILE REFERENCE: 1.1.21
AUTHOR: CEO

SUMMARY:

As part of the Integrated Planning process, Council is required to develop a Strategic Community Plan. The Community Strategic Plan establishes the community's vision for the future, including aspirations and service expectation and has regard to current and future resource capacity, demographic trends and strategic performance measurement which Council aims to achieve through the Annual Budget each year.

The Draft Community Strategic Plan 2013-2023 was tabled at the March 2013 Ordinary Meeting where Council resolved to endorse the Draft Community Strategic Plan 2013-2023 as presented with the document to be advertised for public comment for a two week period until Friday 5 April 2013.

COMMENT:

The period for public comment has now closed and no submissions were received for Council consideration. Several minor grammatical changes have been to the draft document and the Community Strategic Community Plan 2013-2023 can now be adopted by Council.

RECOMMENDATION:

That Council endorses the Strategic Community Plan 2013-2013.

[Attachment 7](#)

758:2012/13

Moved Cr Price, Seconded Cr Ferguson that Council endorses the Strategic Community Plan 2013-2013.

CARRIED 7-0

7.6 Integrated Planning

NAME OF APPLICANT: CEO
FILE REFERENCE: 1.1.21
AUTHOR: CEO

SUMMARY:

The Shire of Wandering has an obligation to complete the Integrated Planning Framing required by the Department of Local Government. The framework includes the completion of Strategic Community, Corporate Business, Asset Management, Long Term Financial and Workforce Plans which are to be completed for implementation by 1 July 2013.

The framework document is being introduced to address some of the following concerns:

- Ensure community input is explicitly and reliably generated.
- Provide the capacity for location specific planning where appropriate.
- Inform the long term objectives of the local government with these inputs.
- Identify the resourcing required to deliver against the long term objectives.
- Clearly articulate long term financial implications and strategies.

The following documents need to be prepared as part of the Integrated Planning Process;

- Community Strategic Plan
- Corporate Business Plan
- Asset Management Plan
- Workplace Plan
- Long Term Financial Plan

To date only the Community Strategic Plan has been completed.

COMMENT:

Indicative pricing from surrounding Shires in engaging external consultants for Integrated Planning compliance are within the range of \$35,000 - \$50,000 for Asset Management Plans, \$14,000 - \$20,000 for Long Term Financial Plans, \$10,000 - \$20,000 for Workforce Plans and \$25,000 for Corporate Plans. I have requested pricing from a range of approved consultants for the implementation of the various Plans for Wandering and have requested that this pricing be forwarded to me prior to the meeting.

With some assistance from external sources the CEO will be able to help with the implementation of the Corporate Business Plan, Workforce Plan and Long Term Financial Plan which will significantly reduce the costs in implementing the framework requirements. However with the introduction of new Accounting Standards for the Fair Value treatment of Assets the CEO does not have the expertise to complete the Asset Management Plan and this will need to be completed by a specialist in this field.

If Local Governments do not comply with the Integrated Planning Framework the Department of Local Government have indicated the risk profile of the local government will be updated to reflect that it was non-compliant with the Integrated Planning Framework requirements. This may then lead to proactive compliance activities such as Probity Audits into Council governance or Better Practice Reviews to gather information about compliance at a specific level. Changes to a local government's risk profile may also be taken into account during investigations by the Department.

An amount of \$30,000 was allocated in the 2012/13 Budget to assist Council with the Integrated Planning Framework and other internal procedural compliance matters. Regardless of how Council are to proceed in complying with the Integrated Planning requirements there will need to be some level of assistance from external contractors to meet 1 July 2013 deadline.

RECOMMENDATION:

For Council discussion and action.

759:2012/13

Moved Cr Dowsett, Seconded Cr McNeil that Council appoint JT Professional Services to complete the Workforce Plan, Corporate Plan and Long Term Financial Plan for a combined fee of \$12,000 and Dominic Carbone & Associates for the Asset Management Plan on the basis that their final price does not significantly vary from the price of \$18,600 they have tentatively quoted.

CARRIED 7-0

7.7 Strategic Waste Regional Landfill Site

NAME OF APPLICANT: The Wagin Voluntary Group of Councils
FILE REFERENCE: 13.1.6
AUTHOR: John Case, Project Manager Strategic Waste

SUMMARY:

The Wagin Group of Councils last met on the 15th February where a motion was carried that the Group engage a lawyer (Barrister/Solicitor) to draw up an appropriate MOU that is acceptable to both the landowners and Group members for the purchase of land suitable for a regional landfill site, conditional with the relevant approvals. The draft of the MOU has been circulated for comment/modification and all parties' changes have been included in the final document. The document is now offered for signature with a landowner's deadline of 30 days (11th May, 2013) included.

BACKGROUND:

The Wagin Group of Councils Strategic Waste Project Manager has continued to keep the project moving towards fruition.

It was anticipated that within the financial year, the following project milestones will be achieved

1. Regional Landfill Site selected
2. Negotiations concluded with landowner on costs
3. A legal agreement between member councils drawn up
4. DEC application submitted
5. Firm capital costs established
6. Draft operating procedures created

COMMENT:

A site suitable for the Groups needs has been sourced. The site will require subdivision and planning approval from the local government concerned. The Groups proposals for the development of the site has been discussed with the DEC at a meeting in Northam and we were issued with a check sheet that the Works Approvals would require completed. The requirements of the DEC appear achievable for the site.

FINANCIAL IMPLICATIONS

This item is to be included in the 2013/2014 budgets.

STATUTORY IMPLICATIONS

Environmental Protection Act 1986
Environmental Protection (Rural landfill) Regulations 1997
Waste Avoidance and Resource recovery Act 2007
Local Government Act 1995

POLICY IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

This item has long term strategic value to the Wagin Group of Councils.

VOTING REQUIREMENTS

Absolute Majority

RECOMMENDATION:

MINUTES FOR THE MEETING HELD 18 APRIL 2013

That Council approve and sign the attached MOU for the Strategic Waste Project with due consideration that it will involve an equal share for future land acquisition from participating Local Governments in the 2013-2014 Budget.

[Attachment 8](#)

759:2012/13

Moved Cr Schorer, Seconded Cr Price that Council approve and sign the attached MOU for the Strategic Waste Project with due consideration that it will involve an equal share for future land acquisition from participating Local Governments in the 2013-2014 Budget.

CARRIED 7-0

7.8 List of Accounts – March 2013

NAME OF APPLICANT: Finance Officer
FILE REFERENCE: N/A
AUTHOR: Finance Officer

SUMMARY:

Attached is a list of accounts for Council consideration.

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 \$1,014,998.28 be passed for payment.

[Attachment 9](#)

760:2012/13

Moved Cr Schorer, 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 \$1,014,998.28 be passed for payment.

CARRIED 7-0

7.9 Financial Reports – March 2013

NAME OF APPLICANT: CEO
FILE REFERENCE: N/A
AUTHOR: CEO

SUMMARY:

Separately attached are the monthly Financial Statements for the period 31 March 2013.

RECOMMENDATION:

That Council endorse the monthly Financial Statements for the period ending 31 March 2013.

[Attachment 10](#)

761:2012/13

Moved Cr Dowsett, Seconded Cr Schorer that Council endorse the monthly Financial Statements for the period ending 31 March 2013.

CARRIED 7-0

Council adjourned for afternoon tea at 3:11pm

Council returned from afternoon tea at 3:31pm

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

8.1 Bowling Green / Multi-Purpose Court Co-Located Facility

NAME OF APPLICANT: CEO
FILE REFERENCE: 2.1.1
AUTHOR: CEO

SUMMARY:

A submission was made in September through the Community Sporting and Recreation Facilities Fund (CSRFF) funding operated by the Department of Sport and Recreation for the Bowling Green / Multi-Purpose Court project. This project was adopted in the 2012/13 Budget on the basis that the project was dependant on funding being successful from DSR for the project to proceed.

COMMENT:

Notification was received in February 2013 that the Shire of Wandering had been successful in obtaining \$147,429 (Budgeted Amount \$133,333) from the Department of Sport and Recreation. The funding agreement has subsequently been signed and funds need to be expended by 30 June 2014.

As a requirement for the funding application Expressions of Interest for the project were called in September 2012 from which estimates and a basic concept plan were included in the submission.

Now that Council have been successful in obtaining funding the project more detailed Expressions of Interest can be called for a range of options in constructing the Bowling Green / Multi-Purpose Court Co-Located Facility.

Calling for Expressions of Interest will allow Council more flexibility when discussing concept plan options with interested parties.

RECOMMENDATION:

For Council discussion and consideration.

762:2012/13

Moved Cr McNeil, Seconded Cr Ferguson that Council call for Expressions of Interest for the construction of the Bowling Green / Multi-Purpose Co-Located Facility with the following three options to be explored;

- 1. A 4 rink bowling green, tennis court and multi-purpose court as per the current concept plan.**
- 2. A reverse design of the current concept plan above being a tennis court, multi-purpose court, 4 rink bowling green configuration.**
- 3. Resurface the existing tennis courts and construct the bowling green separately on the western bank opposite the Community Centre.**

CARRIED 7-0

8.2 Resignation of Finance Officer

NAME OF APPLICANT: CEO
FILE REFERENCE: 1.2.1.25
AUTHOR: CEO

COMMENT:

Cara Ryan, Finance Officer, has handed her resignation in and will be finishing up with the Shire on a full time basis at the start of May where she will commence her new role at the Shire of Williams as the Manager of Finance. Cara has offered to help out the Shire until June working a couple of days a week until a replacement for her position is found.

COMMENT:

I have concerns that a suitable replacement for Cara's position will be difficult to find. The Shire of Williams recently advertised for a Deputy CEO and a suitable candidate was not found. Following that process the Shire of Williams advertised for a Manager of Finance, a position higher than a Senior Finance Officer and had a more competitive field to choose from. It is my suggestion that in the first instance Council advertises for a more senior position to fill the vacant Finance Officer role in an attempt to find a suitably qualified candidate with a strong finance background.

RECOMMENDATION:

For Council discussion and consideration.

763:2012/13

Moved Cr Dowsett, Seconded Cr Ferguson that Council advertise for a Manager of Administration & Finance with a salary package in the range of \$91,700 - \$97,150.

CARRIED 6-1

11. NEXT MEETING

Next Ordinary Council meeting to be held on Thursday 16 May 2013 at 1:30pm

12. CLOSURE OF MEETING

There being no further business the meeting was closed at 5.27pm

**These Minutes were confirmed by Council at the Ordinary Council Meeting
on Thursday 16 May 2013.**

CR G G KERR, President