

## **ORDER OF BUSINESS**

- 1 DECLARATION OF OPENING /ANNOUNCEMENT OF VISITORS**
- 2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
- 3 PUBLIC QUESTION TIME**
- 4 APPLICATIONS FOR LEAVE OF ABSENCE**
- 5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**
  - 5.1 Shire of Wandering Ordinary Meeting – 21 April 2011 [Attachment 1](#)
  - 5.2 Bush Fire Advisory Committee – 10 May 2011 [Attachment 2](#)
- 6 COUNCILLOR REPORTS**
- 7 MATTERS REQUIRING DECISION**
  - 7.1 Appointment of Authorised Brigade Officers
  - 7.2 Appointment of Dual Fire Control Officers
  - 7.3 Western Australian Local Government Convention [Attachment 3](#)
  - 7.4 WALGA – Notice of Annual General Meeting [Attachment 4](#)
  - 7.5 Development Assessment Panels [Attachment 5](#)
  - 7.6 Schorer Road Industrial Subdivision [Attachment 6](#)
  - 7.7 Wheatbelt Land Use Planning Strategy [Attachment 7](#)
  - 7.8 Subdivision Application – Lot 16 Pennington Rd, Wandering [Attachment 8](#)
  - 7.9 Subdivision – Lots 27206 & 4462 Codjototone Hastings Rd [Attachment 9](#)
  - 7.10 List of Accounts – April 2011 [Attachment 10](#)
  - 7.11 Financial Reports – April 2011 [Attachment 11](#)
- 8 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 9 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**
- 10 INFORMATION BULLETIN ITEMS**
- 11 DATE AND TIME OF NEXT MEETING**
- 12 CLOSURE OF MEETING**

**Minutes of the Ordinary Meeting held in the  
Council Chambers, Wandering  
on Thursday 19 May 2011**

**1. Declaration of Opening/Announcement of Visitors**

11:03am - The President welcomed all present and declared the meeting open.

**2. Record of Attendance/Apologies/Leave of Absence**

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Attendance:

BE Dowsett	President
GG Kerr	Deputy President
KJ Price	Councillor
DF White	Councillor
JC Schorer	Councillor
JR Mcneil	Councillor
KJ Barge	Councillor
M Whitely	CEO
G Mathewson	Works Supervisor (3:56pm – close)

Apologies:

**3. Public Question Time**

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As there were no members of the public present there were no questions asked.

**4. Applications for Leave of Absence**

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Nil

**5. Confirmation of Minutes of Previous Meetings**

**Shire of Wandering Ordinary Meeting held 21 April 2011**

497:2010/11

Moved Cr Barge, Seconded Cr Price that the minutes of the Shire of Wandering Ordinary Meeting held 21 April 2011 to be confirmed as a true and correct record.

**CARRIED 7-0**

**Bush Fire Advisory Committee Annual General Meeting held 10 May 2011**

498:2010/11

Moved Cr Kerr, Seconded Cr Barge that the minutes of the Bush Fire Advisory Committee Annual General Meeting held 10 May 2011 be received.

**CARRIED 7-0**

## **6. COUNCILLOR REPORTS**

### **President Dowsett**

#### Meetings Attended

Bush Fire Advisory Meeting  
Local Government Forum

### **Deputy President Kerr**

#### Meetings Attended

Bush Fire Advisory Meeting

### **Councillor McNeil**

#### Questions Without Notice

Culvert on North Wandering opposite Potts Rd  
Suckers on North Bannister Wandering Rd past Avon Downs  
Codjatonine Hastings Rd  
North Wandering Rd tracks  
Licensing the Ride on Mower  
Cemetery plaques  
Discussed possible future usages for the existing CBH site  
Trusses, signage and brick paving for the cemetery

### **Councillor Barge**

#### Meetings Attended

Bush Fire Advisory Meeting

#### Questions Without Notice

Advised Council of plans for the Wandering Town Brigade to fit a sink at the fire shed

### **Councillor Price**

#### Questions Without Notice

Informed Council of the detailed process he was recently involved in for the reassessment of UV Valuations and requested that the CEO find out what information directly relating to ratepayers within the Shire can be provided to the public.

### **Councillor Schorer**

#### Questions Without Notice

Requested that Popanyinning West Rd be added to the proposed works for 2011/12 Road Program

## 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 10 May 2011 in the Shire Council Chambers. One of the items of business at this Meeting was the appointment of Authorised Officers for the 2011/12 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 G Parsons Mr R Chomley Cr BE Dowsett Mr G Parsons Mr B Ferguson
Clover Burning Permit Officers	Cr B Dowsett Mr P Monk Mr A Turton
Fire Control Officers – Hastings	Mr GR Parsons Cr G Kerr Mr C Ferguson Mr R Bostock Mr A Turton
Fire Control Officers – Wandering	Mr T Hardie Cr B Dowsett 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 G Kerr
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 B Dowsett
Dual Appointments – Williams	Mr P Monk

499:2010/11

Cr McNeil, Seconded Cr Barge 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 R Chomley
	Cr BE Dowsett
	Mr GH Parsons
	Mr B Ferguson
Clover Burning Permit Officers	Cr B Dowsett
	Mr P Monk
	Mr A Turton
Fire Control Officers – Hastings	Mr GR Parsons
	Cr G Kerr
	Mr C Ferguson
	Mr R Bostock
	Mr A Turton
	Mr GH Parsons
Fire Control Officers – Wandering	Mr T Hardie
	Cr B Dowsett
	Mr B Ferguson
	Mr S Watts
Fire Control Officers – Codjatown	Mr P Monk
	Mr M Schorer
	Mr D Warburton
	Mr B Penny
Fire Control Officers – Wandering Town	Mr B Whitely
Dual Appointments – Brookton	Cr G Kerr
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	Cr B Dowsett
Dual Appointments – Williams	Mr P Monk

CARRIED 7-0

## 7.2 Appointment of Dual Fire Control Officers

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

**SUMMARY:**

Council are required to endorse the appointment of Fire Control Officers who are to act in a dual capacity from surrounding Local Governments. The following people have been nominated from the respective Councils:

Pingelly Anthony Turton, Alan Parsons, Malcolm Cunningham, Graeme Watts, Rodney  
Shaddick & Neville Giles  
Brookton Ross Evans & Len Simmons

**COMMENT**

To date there have not been any people nominated from the Shire of Williams, Shire of Cuballing or the Shire of Boddington.

**RECOMMENDATION:**

That the following persons be appointed as Dual Fire Control Officers for the Shire of Wandering;  
Pingelly Anthony Turton, Alan Parsons, Malcolm Cunningham, Graeme Watts, Rodney  
Shaddick & Neville Giles  
Brookton Ross Evans & Len Simmons

**500:2010/11**

**Moved Cr McNeil, Seconded Cr Kerr that the following persons be appointed as Dual Fire Control Officers for the Shire of Wandering;**

**Pingelly Anthony Turton, Alan Parsons, Malcolm Cunningham, Graeme Watts, Rodney  
Shaddick & Neville Giles  
Brookton Ross Evans & Len Simmons**

**CARRIED 7-0**

## 7.3 Western Australian Local Government Convention

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**NAME OF APPLICANT:** CEO  
**FILE REFERENCE:** 1.4.5  
**AUTHOR:** CEO

**SUMMARY:**

The programme for the 2011 Western Australian Local Government Convention and Trade Exhibition has now been released and is attached for council information. The convention commences on Thursday 4 August 2010 and concludes on Saturday 6 August 2011.

**COMMENT:**

The cost of registration is \$1,125 per delegate for early registrations with an additional cost of \$77 and \$180 per delegate for those wishing to attend the breakfast with Justin Langer and Gala Dinner at the conclusion of the convention.

Early registrations close by 13 June 2011 and the deadline for registering for the convention is 11 July 2011. Suggested accommodation options range from \$145 - \$570 per night.

**RECOMMENDATION:**

For Council discussion.

[Attachment 3](#)

***Cr Price expressed an interest in attending the AGM and registering for the Saturday program. RESOLVED that the CEO register Cr Price for Saturday, AGM and partner program.***

## 7.4 WALGA – Notice of Annual General Meeting

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**NAME OF APPLICANT:** WALGA  
**FILE REFERENCE:** 18.1.3  
**AUTHOR:** CEO

**SUMMARY:**

Member Local Governments are invited to submit motions for inclusion on the Agenda for consideration at the 2011 Annual General Meeting to be held on 6 August 2011 during Local Government Week

**COMMENT:**

The Annual General Meeting for the Western Australian Local Government Association will be held from 1.00pm to 5.00pm on Saturday 6 August 2011. Attendance at the Annual General Meeting is free of charge to all member Local Governments, excluding the cost of lunch and all delegates must register their attendance in advance.

**RECOMMENDATION:**

For Council information and discussion.

[Attachment 4](#)

**501:2010/11**

**Moved Cr White, Seconded Cr Kerr that Cr Price and Cr Dowsett be appointed as voting delegates for the WALGA Annual General Meeting.**

**CARRIED 7-0**

## 7.5 Development Assessment Panels

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**NAME OF APPLICANT:** CEO  
**FILE REFERENCE:** 28.1.1  
**AUTHOR:** Joe Douglas & Carlo Famiano, Urban & Rural Perspectives

**SUMMARY:**

This report recommends that Council consider and provide nominations for two Joint Development Assessment Panel (JDAP) members and two alternate JDAP members for the Wheatbelt Region.

**BACKGROUND:**

In March 2009 the Department of Planning released the *Building a Better Planning System* consultation paper which sets out the broader planning agenda for the reform of the Western Australian planning system. One of the reform initiatives was the introduction of Development Assessment Panels (DAPs) to determine significant development applications in an attempt to simplify and speed up planning approvals (see Attachments 1 & 2).

The new *Planning and Development (Development Assessment Panels) Regulations 2011* (i.e. DAP Regulations) were introduced on 24 March 2011. The DAPs will commence operation on 1 July 2011.

Each designated DAP within the State comprises a mix of three (3) technical experts and two (2) local government representatives with the power to determine applications for development approval in place of the relevant decision maker (i.e. the local government). The local government representatives will only be required to sit on a DAP where the application is for a development within their local government area.

**COMMENT:**

The new DAP Regulations require local governments to submit nominations to the Minister for Planning for two (2) DAP members and two (2) alternate (i.e. deputy) DAP members. Local governments have until 13 June 2011 to submit their nominations otherwise the Minister for Planning is empowered to nominate members for the local government.

## MINUTES FOR THE MEETING HELD 19 MAY 2011

Each DAP member will be appointed for a term of no more than two (2) years at a time. All nominated members will be required to attend a training workshop on planning law and Codes of Conduct.

It will be mandatory for a local government to refer a development proposal which has a total value of more than \$7 million to a DAP for determination. Exclusions to this mandatory requirement include proposals for the development of single houses and associated outbuildings, less than 10 grouped or multiple dwellings and development by the local government or the Western Australian Planning Commission.

When an application is lodged with a local government which has a value between \$3 million and \$7 million the applicant may nominate that the proposal be determined by a DAP rather than the local government.

Once an application is lodged which requires determination by a DAP, the local government is required to carry out an assessment of the development proposal in accordance with its current operative Local Planning Scheme, including public consultation where required. A report is then prepared by the local government with a recommendation which is then referred to the Department of Planning for processing and referral to the relevant DAP for consideration and final determination.

It is anticipated that DAPs will meet fortnightly or monthly during normal weekday business hours depending upon the number of applications required to be determined.

Based on the development threshold of \$7 million it is likely that very few development proposals in the Shire of Wandering will need to be determined by the Joint Development Assessment Panel for the Wheatbelt Region. It is estimated that there would not be more than one (1) or two (2) development applications per year in the Shire requiring determination by the Wheatbelt Region DAP.

### **FINANCIAL IMPLICATIONS:**

The DAP Regulations prevent a nominated DAP member from attending a DAP meeting without first completing mandatory training. Any DAP member who successfully completes the required training course will be entitled to receive payment of \$400.00 from the Department of Planning for attending a DAP meeting inclusive of any travel expenses.

An application to be assessed by a DAP will require the lodgement of two fees: one for the local government being its prescribed planning application fee and the other for the DAP.

### **RECOMMENDATION:**

That Council resolve to nominate the following members and alternate members as the Shire of Wandering's local government representatives for the Joint Development Assessment Panel for the Wheatbelt Region and forward details of these nominations to the Minister for Planning for consideration:

#### Members

1. Councillor:
2. Councillor

#### Alternate Members

1. Councillor:
2. Councillor:

#### [Attachment 5](#)



502:2010/11

Moved Cr Kerr, Seconded Cr Price that Council resolve to nominate the following members and alternate members as the Shire of Wandering's local government representatives for the Joint Development Assessment Panel for the Wheatbelt Region and forward details of these nominations to the Minister for Planning for consideration:

**Members**

1. Cr Dowsett
2. Cr Barge

**Alternate Members**

1. Cr McNeil
2. Cr Schorer

**CARRIED 7-0**

## **7.6 Proposed Subdivision – Lot 51 Ferguson Way**

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**NAME OF APPLICANT:** CEO  
**FILE REFERENCE:** 2.1.10  
**AUTHOR:** CEO

**SUMMARY:**

A letter has been received from the Western Australian Planning Commission seeking comment from Council in relation to the subdivision application for the above property. Council would be aware that the proposal has been submitted so that the land earmarked for future industrial subdivision can be excised from the existing lot in order for title of the land to be transferred to the Shire of Wandering.

**COMMENT:**

I have responded to the Western Australian Planning Commission that Council are supportive of the subdivision application.

**RECOMMENDATION:**

For Council information.

[Attachment 6](#)

## **7.7 Wheatbelt Land Use Planning Strategy**

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**NAME OF APPLICANT:** CEO  
**FILE REFERENCE:** 28.1.1  
**AUTHOR:** CEO

**SUMMARY:**

The Department of Planning, on behalf of the Western Australia Planning Commission, has prepared a land use planning strategy for the Wheatbelt. The strategy plans for people and population in the region, facilitates economic development, considers settlement, land supply and infrastructure needs and seeks to protect the natural and cultural environment. Submissions on the draft strategy close on 1 July 2011. The Draft Wheatbelt Land Use Planning Strategy is tabled in the attachment.

**COMMENT:**

The Shire of Narrogin has expressed deep concern over the existence of such a strategy and a copy of the letter sent to the Minister for Planning is attached.

The Wheatbelt Regional Profile, from which the Draft Wheatbelt Land Use Planning Strategy document is derived, is a very broad and includes an assessment of existing approvals, existing housing supply and identifies the major growth areas. There is not a lot of specific information about Wandering, however there is mention in the document to Wandering recording the fifth largest number of planning approvals in the Wheatbelt region for the selected period.

MINUTES FOR THE MEETING HELD 19 MAY 2011

The Strategy re-enforces the main thrust of the existing Draft State Planning Policy 2.5 and Draft WAPC DC 3.4 relating to rural subdivision with a focus that:

- New housing and industries to be aligned in those areas that have services
- Rural living areas to be close to towns and be provided with reticulated water
- Growth should be maximised in infill areas

It also re-enforces the WAPC position that future scheme reviews and amendments are to be guided by local planning strategies. It is probably also seen as an opportunity for the WAPC to reinforce their new position on water requirements and their stronger focus on infill rather than expansion. There are not many specific recommendations for areas, rather a range of policy statements on the WAPC's position on general issues, like water supply. It should not undermine the shire any more than the draft state planning policies already do, unless there is an over arching plan and the Shire of Narrogin's concerns are realised.

Council may wish to make a submission to the Western Australian Planning Commission on the Draft Wheatbelt Land Use Planning Strategy. This may be along the lines of questioning the need for such a Strategy that encompasses such a large number of local governments that face such differing planning issues within the Wheatbelt.

**RECOMMENDATION:**

For Council discussion.

[Attachment 7](#)

***Cr Kerr left the meeting at 11:57pm***

**503:2010/11**

**Moved Cr Schorer, Seconded Cr Price that Council supports the views demonstrated by Shire of Narrogin and make a submission on the draft policy along the similar view taken by Cr Chadwick from the Shire of Narrogin.**

**CARRIED 6-0**

***Cr Kerr returned to the meeting at 12:03pm***

**504:2010/11**

**Moved Cr McNeil, Seconded Cr Kerr that Council adjourn for lunch at 12:05pm and to view the new horse sculpture in the town park development.**

**CARRIED 7-0**

**Council returned from lunch and commenced the meeting again at 2:04pm.**

***After the lunch break Council conducted the CEO performance appraisal. The CEO left the room at 2:15pm and returned to the meeting at 2:58pm.***

***The President gave the CEO some feedback from the review process and there was some general discussion between the CEO and Council.***

**505:2010/11**

**Moved Cr White, Seconded Cr McNeil that Council are satisfied that the key performance indicators in the CEO's contractual agreement have been fulfilled and that a pay increase in line with CPI be awarded.**

**CARRIED 7-0**

## **7.8 Subdivision Application – Lot 16 Pennington Rd, Wandering**

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**NAME OF APPLICANT:** Western Australian Planning Commission  
**FILE REFERENCE:** 172  
**AUTHOR:** CEO

**SUMMARY:**

A letter from the Western Australian Planning (WAPC) has been received advising the subdivision application for the above land development has been refused. WAPC have indicated that they are not prepared to rezone the land as they are not of the view that there is not a demand for rural based industry based on their perception that there has not been any previous “lot take up” by rural business however they are prepared to generally support excision of the hay plant onto a separate lot via subdivision.

**COMMENT:**

No further comment is required by Council.

**RECOMMENDATION:**

For Council information only.

[Attachment 8](#)

## **7.9 Subdivision – Lots 27206 & 4462 Codjatown Hastings Rd**

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**NAME OF APPLICANT:** Carlton Surveys  
**FILE REFERENCE:** A138/A328  
**AUTHOR:** CEO

**SUMMARY:**

A letter has been received from Carlton Surveys requesting confirmation from Council that Condition 1 of the Subdivision Approval for the above locations being “All buildings and effluent disposal systems having the necessary clearance from the new boundaries as required under the relevant legislation” has been complied with.

**COMMENT:**

There are no buildings or effluent disposal systems near the proposed boundaries and the matter has been addressed by the Building Officer who considers that the conditions have been met.

**RECOMMENDATION:**

For Council information.

[Attachment 9](#)

## **7.10 List of Accounts – April 2011**

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**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 \$235,061.66 be passed for payment.

[Attachment 10](#)

506:2010/11

Moved Cr Schorer, Seconded Cr Kerr 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 \$235,061.66 be passed for payment.

CARRIED 7-0

## 7.11 Financial Reports – April 2011

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

**SUMMARY:**

Separately attached are the monthly Financial Statements for the period ending 30 April 2011.

**RECOMMENDATION:**

That Council endorse the monthly Financial Statements for the period ending 30 April 2011.

[Attachment 11](#)

507:2010/11

Moved Cr Kerr, Seconded Cr White that Council endorse the monthly Financial Statements for the period ending 30 April 2011.

CARRIED 7-0

## 9. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil

## 10. NEXT MEETING

Next Ordinary Council meeting to be held on Thursday 16 June 2011 commencing at 11:00am

## 11. CLOSURE OF MEETING

There being no further business the meeting closed at 5:12pm

These Minutes were confirmed by Council at the Ordinary Council Meeting on Thursday 16 June 2011.

CR B E DOWSETT, Chairman