

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**
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- 6 MATTERS REQUIRING DECISION**
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**Minutes of the Ordinary Meeting held in the
Council Chambers, Wandering
on Thursday 18 November 2010**

1. Declaration of Opening/Announcement of Visitors

11:00am - The President welcomed all present and declared the meeting open.

2. Record of Attendance/Apologies/Leave of Absence

Attendance:

BE Dowsett	President
GG Kerr	Deputy President
KJ Price	Councillor
DF White	Councillor
KJ Barge	Councillor
JC Schorer	Councillor
JR Mcneil	Councillor (11:04am – close)
M Whitely	CEO
P Haas	EHO/BS (11:00am – 11:52am)
G Mathewson	Works Supervisor (3:55pm – close)

Apologies:

Nil

3. Public Question Time

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

4. Applications for Leave of Absence

Nil

5. Confirmation of Minutes of Previous Meetings

Shire of Wandering Ordinary Meeting held 21 October 2010

437:2010/11

Moved Cr Kerr, Seconded Cr Schorer that the minutes of the Shire of Wandering Ordinary Meeting held 21 October 2010 to be confirmed as a true and correct record.

CARRIED 7-0

6. MATTERS REQUIRING COUNCIL DECISION

6.1 Carport – Lot 42 No 13 Michibin Street Wandering

NAME OF APPLICANT: C & J Caldwell
FILE REFERENCE: 11
AUTHOR: EHO/BS

SUMMARY:

An application for building licence has been received to locate a 10 x 5 freestanding carport within the front set back area of the Lot facing Michibin Street. The Lot is located on the corner of Michibin and Gnowing Streets, Wandering. The area is zoned Residential R10 under the Town Planning scheme and the setbacks nominated under the Residential Design Codes is 7.5m from a primary street and 3m from a secondary street.

The owner proposes installing the carport set back 2.4 metres from the Lot boundary facing Michibin Street. The carport is steel framed with a trimdek roof.

COMMENT

From a building viewpoint there is no concern with the application because the building is located the requisite distances from boundaries for the fire safety provisions of the Building Code of Australia Volume 2 and a building licence could be issued.

The Residential Design Codes clause 6.2.3 performance criteria P3 states *The setting back of carports and garages so as not to detract from the streetscape or appearance of dwellings, or obstruct views of dwellings from the street and vice versa.* The acceptable development A 3.4 states *carports within the street setback area, provided that the width of the carport does not exceed 50 per cent of the frontage at the building line and the construction allows an unobstructed view between the dwelling and street, right-of- way or equivalent.* Frontage is defined under the Residential Planning Codes as *The width of a lot as the primary street setback line, provided that in the case of battle axe or other irregularly shaped lots, it shall be as determined by the council.*

The lot is located on a corner and is truncated for the corner but it appears that at the primary street setback line the lot is approximately 21 metres. The width of the carport is 10 metres which is 50 per cent of the frontage and thus is in conformance with Clause 6.2.3 Acceptable Development A 3.4.

RECOMMENDATION:

That Council approves the construction of a carport within the front set back area of Lot 42 No 13 Michibin Street Wandering subject to payment of the requisite Town Planning Application fee.

[Attachment 2](#)

438:2010/11

Moved Cr Schorer, Seconded Cr Kerr that Council seek town planning further advice before making a decision on the proposed carport for 13 Michibin Street, Wandering

CARRIED 7-0

6.2 Temporary Accommodation – Lot 12 Albany Highway, Bannister

NAME OF APPLICANT: G Anderson
FILE REFERENCE: 13.152 & A 472
AUTHOR: CEO/EHO

SUMMARY:

Glen Burke and Geraldine Anderson have written to Council seeking permission for temporary accommodation in the form of a caravan to be utilised at Lot 12 Albany Highway, Bannister.

COMMENT

This is covered by Regulation 11 of the Caravan parks and Camping Grounds Regulations 1997. Council can approve camping on land for up to three months in any 12 month period under Regulation 11 (2) (a). Anything over this time will need to be approved by the Minister 11 (2) (b). Council can approve camping on land up to 12 months if the building is a dwelling as an owner builder on the land 11 (2) (c). Any longer time frames need to be approved by the Minister.

From a health view point a toilet shower laundry trough as well as a system to treat sewerage would need to be installed prior to any approval being given.

Initially Mr Burke indicated he was going to build the residence as soon as he had completed the workshop on site and live in the van whilst he did so. Obviously his plans have changed.

Below is the full wording of Regulation 11 of the Caravan parks and Camping Grounds Regulations 1997;

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.

RECOMMENDATION:

For Council discussion.

[Attachment 3](#)

439:2010/11

Moved Cr McNeil, Seconded Cr Barge that Council approves the request for temporary accommodation on the following basis;

- 1. That approval for the temporary accommodation is for a period no longer than 3 months**
- 2. A Building application is to be submitted during this 3 month period**
- 3. All building and health requirements are complied with, and**
- 4. Any other statutory requirements are fulfilled**

CARRIED 5-2

6.3 Harvest Ban Line

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

SUMMARY:

There was discussion at the Bushfire Advisory Committee Meeting in May 2010 that there was a need for a designated harvest ban line and SMS service to be implemented in the Shire of Wandering. At that particular meeting the CEO indicated that pending Council approval he was keen to introduce a harvest ban line which would be located at the Shire Offices. A voice recording would continually be updated and landowners could call the number to get updates on the status of harvest bans and bans on the movement of vehicles.

COMMENT

The harvest ban line would be monitored predominately by the Shire, however there should also be another person from outside the Shire (ie. Chief Bush Fire Control Officer, Fire Control Officer or dignitary) that would be able to access the Shire Offices in the event that no-one from the Shire was available to update the harvest ban line message.

Provision was made in the budget for a designated harvest ban line and the ongoing costs are only minimal for the line rental and the SMS service.

RECOMMENDATION:

That Council agree to implement a designated harvest ban line and SMS service for the 2010/11 fire season.

440:2010/11

Moved Cr Price, Seconded Cr Barge that Council agree to implement a designated harvest ban line and SMS service for the 2010/11 fire season.

CARRIED 7-0

6.4 Fire Safety Messages

NAME OF APPLICANT: Danni Astbury, RadioWest
FILE REFERENCE: 4.1.1
AUTHOR: CEO

SUMMARY:

The Shire of Wandering has been invited to participate in their fire safety message program for the 2010/11 fire season. The cost of the program will be \$275 (GST Inclusive) and will feature 3 commercials each week on RadioWest Narrogin for the period between 22 November 2010 and 14 January 2011.

COMMENT

There was nothing in the original budget for the advertising program, however there are still some funds remaining that were received for the Shire's fire awareness program that could be used for the fire safety messages.

RECOMMENDATION:

That Council agree to contribute \$275 (GST Inclusive) for the Shire of Wandering to participate in RadioWest's 2010/11 Fire Safety Message program.

[Attachment 4](#)

441:2010/11

Moved Cr Price, Seconded Cr McNeil that Council do not participate in RadioWest's 2010/11 Fire Safety Message program.

CARRIED 7-0

6.5 Total Fire Bans – Harvesting & Vehicle Movement Bans

NAME OF APPLICANT: Geoff McKeown, Shire of Narrogin
FILE REFERENCE: 4.1.1
AUTHOR: CEO

SUMMARY:

Mr Geoff McKeown, CEO Shire of Narrogin recently wrote to inform Council of a decision made by the Shire of Narrogin to change the wording used when broadcasting Vehicle Movement Bans on the radio due to the confusing nature of FESA being responsible for implementing Total Fire Bans and Local Governments responsible for imposing Harvesting & Vehicle Movement Bans.

COMMENT

It is important to keep any fire messages succinct and easy to understand and if Council agree to implement the harvest ban line then a simple message as chosen by the Shire of Narrogin should be seriously considered.

RECOMMENDATION:

In the event that Council proceed with the designated harvest ban line, the wording "the Shire of Wandering imposes a ban on the movement of vehicles and machinery in paddocks and any other activity likely to cause a fire" be used.

[Attachment 5](#)

442:2010/11

Moved Cr Schorer, Seconded Cr Kerr that Council use the wording “the Shire of Wandering imposes a ban on the movement of vehicles and machinery in paddocks and any other activity likely to cause a fire” on the designated harvest ban line.

CARRIED 7-0

6.6 Town Maintenance Vehicle

NAME OF APPLICANT: CEO
FILE REFERENCE: 22.1.1
AUTHOR: CEO

SUMMARY:

Council received the new Holden Colorado town maintenance vehicle several weeks ago as agreed at the last Council meeting. An additional feature which would be very useful would be a tipper fitted to the existing steel tray. This would assist with general maintenance around the town, rubbish removal and also reflects well with Occupational Health Standards within the workforce. The cost to fit a tipper to the existing tray would be \$3,800 + GST. It is envisaged that Council will keep the current town maintenance vehicle for a period of 10 years as per the Plant Replacement Program.

COMMENT

Provision for \$30,000 was allowed in the budget for the Works Supervisor and Town Maintenance vehicle changeovers, of which \$26,200 was spent. This leaves \$3,800 that could be used to fit a tipper to the new Holden Colorado if Council sees a need for such an attachment.

RECOMMENDATION:

That Council proceed with fitting a TL Engineering tipper to the 2010 Holden Colorado for a cost of \$3,800 + GST.

[Attachment 6](#)

443:2010/11

Moved Cr Barge, Seconded Cr McNeil that Council proceed with fitting a TL Engineering tipper to the 2010 Holden Colorado for a cost of \$3,800 + GST.

DEFEATED 3-4

6.7 Outdoor Cinema

NAME OF APPLICANT: CEO
FILE REFERENCE: 24.1.2
AUTHOR: CEO

SUMMARY:

Following the completion of the oval refurbishment further research was made into the availability of outdoor cinemas. The purpose of the outdoor cinema would be for the Shire to host movie nights and other events on the grassed area of the oval at the Community Centre. The cinema could also be used as an effective means of fund raising for various community groups who would be able to use the equipment to host their own movie nights and/or events.

The cost of the outdoor cinema is \$8,500 + GST which includes delivery from New South Wales.

There has also been keen interest from other Shires to hire the outdoor cinema to host similar events in their town. Other Shires have indicated that the cost to hire a similar outdoor cinema for movie nights ranges from \$1,000 - \$2,500 per night.

COMMENT

There is provision in the budget for \$8,500 for the purchase of an outdoor cinema.

RECOMMENDATION:

That Council proceed with the purchase of a Ben Hur 2.1 Premium Outdoor Cinema package for the cost of \$8,500 + GST from Cinemalite.

[Attachment 7](#)

444:2010/11

Moved Cr Kerr, Seconded Cr Price that Council break for lunch at 12:30pm.

CARRIED 7-0

The meeting recommenced after the lunch break at 2:04pm

445:2010/11

Moved Cr Schorer, Seconded Cr Barge that Council proceed with the purchase of a Ben Hur 2.1 Premium Outdoor Cinema package for the cost of \$8,500 + GST from Cinemalite.

CARRIED 4-3

6.8 Oval Refurbishment

NAME OF APPLICANT: CEO
FILE REFERENCE: 24.1.2
AUTHOR: CEO

SUMMARY:

The oval refurbishment is complete and the newly rolled turf is now well established and continuing to flourish. Watering is down to once a day and within the next couple of weeks this will be reduced to twice a week. At the end of October the total cost of the refurbishment was \$148,079, versus a total budget of \$150,000 for the project. With a few minor expenses still to be paid in November the total cost of the project is expected to be approximately \$155,000.

COMMENT

Over the course of the 3 ½ days that the turf was laid and the fence installed there were over 70 volunteers that gave up in excess of 1,000 hours of their time. It was great to see such a positive response from the community and everyone that was involved is to be congratulated for their efforts.

RECOMMENDATION:

For Council information.

6.9 Christmas/New Year Office Hours

NAME OF APPLICANT: CEO
FILE REFERENCE: 1.2.2
AUTHOR: CEO

SUMMARY:

It is proposed that while the Shire Office remains open during the Christmas and New Year period that the majority of staff take leave over this period. Mail will continue to operate during this period however the proposal is to close licensing and not to receive payments during the period from 25 December 2010 – 4 January 2011, which works out to be only three 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 or RDO's during this period.

RECOMMENDATION:

That Council authorise the CEO to make the necessary staffing arrangements over the Christmas and New Year period.

446:2010/11

Moved Cr Price, Seconded Cr Kerr that Council authorise the CEO to make the necessary staffing arrangements over the Christmas and New Year period.

CARRIED 7-0

6.10 Vintage Machinery Shed

NAME OF APPLICANT: CEO
FILE REFERENCE: 20.1.6
AUTHOR: CEO

SUMMARY:

The wire mesh and cladded double gates have now been installed and the shed will be concreted on the 17th & 18th of November 2010. The double gates were not proposed in the original order and as a result the additional scope of works will cost a little over \$6,000.

COMMENT

Now that the shed is nearing completion the machinery to be displayed in the shed needs to be sourced promptly so that we don't have an empty display shed sitting there for any length of time.

RECOMMENDATION:

For Council discussion.

Council had various discussions on the machinery to be displayed in the shed as well as discussions as to where the machinery would be sourced. Council AGREED that a Committee would be formed to fast track the process and both Cr McNeil and Cr Barge were nominated by Council to be on the Committee. Council also AGREED that the CEO be authorised to contact Mr Charlie Strickland to paint and seal the concrete floor.

6.11 Office Refurbishment

NAME OF APPLICANT: CEO
FILE REFERENCE: 2.1.7
AUTHOR: CEO

SUMMARY:

The CEO met with local architect Carly Bradford on 3 November 2010 to look at various refurbishment ideas for the Shire Offices. Ms Bradford is currently preparing several different design plans which will be circulated at the meeting.

RECOMMENDATION:

For Council discussion.

Council adjourned the meeting at 3:30pm for a citizenship ceremony for Wayne Passmore. Following the ceremony and afternoon the meeting resumed again at 3:50pm

6.12 List of Accounts

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 \$784,314.64 be passed for payment.

[Attachment 7](#)

447:2010/11

Moved Cr Schorer, Seconded Cr McNeil 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 \$784,314.64 be passed for payment.

CARRIED 7-0

6.13 Financial Reports

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

SUMMARY:

Separately attached are the monthly Financial Statements for the period ending 31 October 2010.

RECOMMENDATION:

That Council endorse the monthly Financial Statements for the period ending 31 October 2010.

[Attachment 8](#)

448:2010/11

Moved Cr Kerr, Seconded Cr Barge that Council endorse the monthly Financial Statements for the period ending 31 October 2010.

CARRIED 7-0

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

Nil

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

8.1 Strategic Plan

NAME OF APPLICANT: CEO
FILE REFERENCE: 1.1.20
AUTHOR: CEO

SUMMARY:

The draft Strategic Plan has been available at the Shire Offices for public comment since the October meeting. There have been comments submitted to the Shire and the Strategic Plan can now be formally adopted by Council.

COMMENT

The strategic plan will remain at the Shire Offices for public comment, however any feedback received after the Strategic Plan has been adopted will not be updated in the Shire of Wandering Strategic Plan 2010-15 until the plan is reviewed at a later date.

RECOMMENDATION:

That Council adopts the Shire of Wandering Strategic Plan 2010-15.

449:2010/11

Moved Cr Schorer, Seconded Cr White that Council adopts the Shire of Wandering Strategic Plan 2010-15.

CARRIED 7-0

8.2 Subsidised Rent – 8 Down Street, Wandering

NAME OF APPLICANT: Cr Ken Barge
FILE REFERENCE: 1.1.20
AUTHOR: CEO

SUMMARY:

Cr Barge made a suggestion that in light of the recent accident and the injuries sustained by Rachel Atthowe accident that would require her to undertake an extensive recovery program, Council consider reducing their rent at 8 Down Street as a means of offering some financial support during this difficult period.

RECOMMENDATION:

That Council reduces the rent for Kenrick Esbary & Rachel Atthowe at 8 Down Street, Wandering from \$240 week to \$100 week for a period of 12 weeks, effectively immediately, and Council will review the matter in a further 12 weeks time.

450:2010/11

Moved Cr McNeil, Seconded Cr White that Council reduce the rent for Kenrick Esbary & Rachel Atthowe at 8 Down Street, Wandering from \$240 week to \$100 week for a period of 12 weeks, effectively immediately and Council will review the matter in a further 12 weeks time.

CARRIED 7-0

9. COUNCILLOR REPORTS

President Dowsett

Meetings Attended

Regional Road Group Hotham Sub Group

Questions Without Notice

Pumphreys Bridge Solar pump is pumping continuously at the moment and requires attention

Councillor Barge

Questions Without Notice

Pumphreys Bridge toilets

York Williams north of the Wandering Narrogin Rd

Suggested that Council consider reducing the rent for Kenrick Esbary & Rachel Atthowe

Councillor Price

Questions Without Notice

Pumphreys Bridge

That Council give consideration to underground power in the main street

10. NEXT MEETING

Next Ordinary Council meeting to be held on Thursday 16 December 2010 commencing at 11:00am

11. CLOSURE OF MEETING

There being no further business the meeting closed at 6:27pm

**These Minutes were confirmed by Council at the Ordinary Council Meeting
on Thursday 16 December 2010.**

CR B E DOWSETT, Chairman