

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 – 18 November 2010 [Attachment 1](#)
- COUNCILLOR REPORTS**
- 6 MATTERS REQUIRING DECISION
 - 6.1 Lot 17 North Bannister Wandering Rd, Wandering [Attachment 2](#)
 - 6.2 Subdivision Application - Lot 1584 North Bannister Wandering Road [Attachment 3](#)
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 - 6.9 List of Accounts – November 2010 [Attachment 9](#)
 - 6.10 Financial Reports – November 2010 [Attachment 10](#)
- 7 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
- 8 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING
- 9 INFORMATION BULLETIN ITEMS
- 10 DATE AND TIME OF NEXT MEETING
- 11 CLOSURE OF MEETING

**Minutes of the Ordinary Meeting held in the
Council Chambers, Wandering
on Thursday 16 December 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
M Whitely	CEO
G Mathewson	Works Supervisor (3:00pm – 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 18 November 2010

451:2010/11

Moved Cr Dowsett, Seconded Cr Price that the minutes of the Shire of Wandering Ordinary Meeting held 18 November 2010 to be confirmed as a true and correct record.

CARRIED 7-0

6. MATTERS REQUIRING COUNCIL DECISION

6.1 Lot 17 North Bannister Wandering Rd, Wandering

NAME OF APPLICANT: CEO
FILE REFERENCE: A392
AUTHOR: CEO

SUMMARY:

At the August 2010 Ordinary Meeting Council resolved in order to solve the long standing dispute with the above mentioned property that the property owners fulfil the following conditions to make their current illegal building compliant;

1. Make Town Planning Application to relocate the building envelope and;
2. Make Town planning Application for an oversized shed and;
3. Make application for a Building Approval Certificate in which Council would require a practising structural engineer to inspect and certify the shed structure and for the shed to be clad in new colourbond steel sheeting
4. All legal costs associated incurred by Council to be recovered from the owner(s) of the property
5. Council requires all of the above applications to be forwarded for approval within eight (8) weeks of the date of this resolution

COMMENT:

As at 10 December 2010 the following conditions are still to be met;

- While an application for a relocation of building envelope has been made, further information as to where the building envelope is to be located is still outstanding
- The shed requires to clad in colourbond, however details have been provided from the company doing the work that a deposit for the materials has been paid and the work is scheduled to be completed prior to Christmas
- Legal costs are still to be recouped
- More than 8 weeks has lapsed

Although more than 8 weeks have lapsed since the building conditions were given to Ms Lynleigh Gordes and Mr Ray Knight to alter the existing illegal building, a substantial amount of the work required to make the building compliant has been fulfilled and all other works to be completed have been arranged. It should also be noted that the owner(s) of the property have been quite proactive, especially in recent weeks, to fulfil the conditions imposed.

RECOMMENDATION:

That Council take no further court action on the basis that all of the outstanding building conditions are completed in a timely manner.

[Attachment 2](#)

452:2010/11

Moved Cr McNeil, Seconded Cr Barge that Council agree to remove the current order on the basis that all of the outstanding building conditions are completed in a timely manner.

CARRIED 7-0

6.2 Subdivision Application – Lot 1584 North Bannister Wandering Rd

NAME OF APPLICANT: WAPC
FILE REFERENCE: A141
AUTHOR: CEO

SUMMARY:

The Western Australian Planning Commission has received an application for the creation of a new "homestead lot" at Lot 1584 North Bannister Wandering Rd, Wandering. There is already an existing house on the above mentioned property and following the proposed creation of an additional new homestead lot there would be two separate titles of 5.32 hectares and 43.19 hectares.

COMMENT:

At the February 2010 Meeting Council agreed to support the proposed subdivision on the basis of creating a homestead lot as per the conditions stated in Clause 4.9 of the Development Control Policy 3.4 ruling.

RECOMMENDATION:

That Council support Application No. 143265 – Lot 1584 North Bannister Wandering Road, Wandering as submitted to the Western Australian Planning Commission.

[Attachment 3](#)

<p>453:2010/11 Moved Cr Barge, Seconded Cr McNeil that Council support Application No. 143265 – Lot 1584 North Bannister Wandering Road, Wandering as submitted to the Western Australian Planning Commission.</p> <p style="text-align: right;">CARRIED 7-0</p>

6.3 Proposed Amendments to the Local Government Act 1995

NAME OF APPLICANT: CEO
FILE REFERENCE: 18.1.18
AUTHOR: CEO

SUMMARY:

The Minister for Local Government has, through WALGA, requested feedback on a number of his proposed amendments to the Local Government Act 1995.

COMMENT:

In all seven amendments to the Local Government Act 1995 are proposed. Many of these proposed amendments would have been discussed previously by Council and the feedback form will not take very long to complete.

RECOMMENDATION:

That Council complete the feedback form at the Meeting for submission to WALGA by 7 January 2011.

[Attachment 4](#)

<p>454:2010/11 Moved Cr Kerr, Seconded Cr White that Council complete the feedback form at the Meeting for submission to WALGA by 7 January 2011.</p> <p style="text-align: right;">CARRIED 7-0</p>
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- 1 – WALGA
- 2 – Council set fees for all elected members
- 3 – Ministers Proposal
- 4- Agree with Minister
- 5 – Agree with Minister

6 – Agree with Minister

7 – Termination payments to be limited to 3 months unless as a result of amalgamations where a maximum of 12 months may apply

6.4 Regional Transition Group

NAME OF APPLICANT: CEO
FILE REFERENCE: 1.10.1
AUTHOR: CEO

SUMMARY:

Recently the Shire of Murray announced in a media release that they would be proposing to form a Regional Transition Group (RTG) with the Shires of Waroona and Boddington.

The Shire of Boddington formally discussed the invitation to form a RTG with the Shires of Murray and Waroona at their Council meeting held on Tuesday 23 November 2010. Gary Sherry, CEO Shire of Boddington has since sent the following attached letter to the Shires of Wandering and Williams.

The President, Deputy President and CEO's of the Shires of Wandering, Boddington and Williams have all been invited to attend the meeting scheduled for Wednesday 15 December 2010 in Williams at 9am to further discuss the matters raised in the letter from the Shire of Boddington. Further details of that meeting will be discussed at the Ordinary Council meeting.

COMMENT:

Council held discussions with all of the surrounding Shires and at the March 2010 Ordinary Meeting Council resolved to advise the Minister for Local Government that;

1. The Shire of Wandering will not be forming a Regional Transition Group with the Shires of Boddington, Pingelly and Brookton,
2. That the Shire of Wandering considered the Shire of Boddington as a Regional Transition Group partner but decided not to enter into an agreement with the Shire of Boddington with regards to forming a Regional Transition Group, and
3. The Shire of Wandering continue to pursue resource sharing opportunities with the Shire of Boddington and surrounding Shires

The decision to form a RTG is not a binding obligation to become amalgamated. It is an opportunity for respective parties to further investigate the costs and benefits expected to be derived by the community through amalgamations whilst receiving financial support to prepare such feasibility studies.

Neighbouring Shires that have entered into RTG agreements include;

1. Pingelly & Brookton
2. Town of Narrogin, Shire of Narrogin, Cuballing & Wickepin
3. Beverley, York, Quairading, Cunderdin & Tammin

The Shire of Boddington has previously expressed, and continues to express an interest in forming a relationship with neighbouring Shires to the east for a number of reasons, but predominately because they feel that the eastern Shires share a greater number of commonalities than other surrounding Shires. With the Shire of Boddington being approached by the Shires of Murray and Waroona to form a RTG, should Boddington agree to this arrangement then this would leave only the Shires of Wandering, Williams and Serpentine Jarrahdale in the surrounding district that have not opted to be involved in an RTG arrangement.

RECOMMENDATION:

For Council discussion and consideration.

[Attachment 5](#)

After much discussion Council AGREED to meet with Williams & Boddington

6.5 Forward Capital Works Plan

NAME OF APPLICANT: CEO
FILE REFERENCE: 12.1.9
AUTHOR: CEO

SUMMARY:

As a requirement to access funding under the 2010-11 Country Local Government Fund (CLGF) all local governments are required to prepare a Forward Capital Works Plan as well as update and/or implement other key documents such as asset management and long term financial plans. Funding of \$35,000 was received in the 2009/10 financial year through the CLGF to contribute towards the costs of preparing such plans. Forward Capital Works Plans (Plan) are to be adopted by Council and submitted to the Department of Regional Development and Lands by 31 December 2010.

COMMENT:

In accordance with the funding guidelines, the Plan does not contain asset purchases in relation to plant and equipment and does not contain any expenditure on infrastructure not owned by the Shire. The Plan illustrates the following components in relation capital works for infrastructure;

- Plan Overview and Summary
- Risk Assessment
- Purpose and Background of each Project
- Linkage to the Strategic Plan
- Funding Sources
- Significance of the Project

The key attributes of the Plan are to ensure the projects identified within the Plan are linked to the Strategic Plan of the organisation and where possible the projects identified are of regional significance. The Plan is in the final stages of completion and will be distributed at the meeting.

RECOMMENDATION:

That Council endorse the Forward Capital Works Plan for submission to the Department of Regional Development and Lands by 31 December 2010.

[\(Attachment to be distributed at the meeting\)](#)

455:2010/11

Moved Cr McNeil, Seconded Cr White that Council endorse the Forward Capital Works Plan for submission to the Department of Regional Development and Lands by 31 December 2010.

CARRIED 7-0

Kerr & White – 7/0 12:28pm

Returned from meeting at 2:04pm

6.6 Wagin Group Regional Waste Site

NAME OF APPLICANT: Wagin Regional Waste Group
FILE REFERENCE: 12.1.9
AUTHOR: Wagin Regional Waste Group

SUMMARY:

The Wagin Group was created in 2007 for the purpose of responding to the Waste Authority of WA's Zero Waste Plan (subsequently changed to Towards Zero Waste). The Group is made up of 12 member local governments – Cuballing, Dumbleyung, Lake Grace, Narrogin Town, Narrogin Shire, Pingelly, Wagin, Wandering, West Arthur, Wickepin, Williams and Woodanilling and represents a population of a little over 14,000 people generating an estimated 27,000 tonne per annum of waste.

The Group has effectively reached the crossroads in regards to discussions in establishing a Regional Landfill Site and can't proceed without known participation partners. Councils are being asked to consider and advise their continued support to the "Wagin Group" in the establishment of a Regional Landfill facility.

COMMENT:

The paper that has been prepared for Council is quite detailed, however other factors, including the following need to be discussed at a group level before a firm commitment can be made to the project;

- Shires committing to only the purchase of the land (\$500,000)
- All other costs at establishing the site being funded with the regional portion of CLGF funds
- Costs to establish the transfer stations also funded with the regional CLGF funds
- All transfer stations will be required to be manned
- A regional waste site will potentially be able to generate revenue in the long term

RECOMMENDATION:

For Council discussion.

[Attachment 6](#)

456:2010/11

Moved Cr McNeil, Seconded Cr Barge that Council express and interest but with many variables.

CARRIED 7-0

6.7 2009/10 Annual Report

NAME OF APPLICANT: CEO
FILE REFERENCE: 10.1.5
AUTHOR: CEO

SUMMARY:

Butler Settineri conducted their site visit on Tuesday 7 December 2010 in preparation to finalise the annual report. The Annual Report is currently being reviewed and will be tabled at the December meeting for adoption by Council with the view to hold Electors Meeting in early February 2011.

COMMENT:

Given that Council only has 56 days to hold the Electors Meeting after the annual report has been adopted this would mean that the latest that the Electors Meeting could be held would be Thursday 10 February 2011.

MINUTES FOR THE MEETING HELD 16 DECEMBER 2010

Since the financials will not be available until the meeting I have included a copy of the draft financials which are unlikely to be changed.

RECOMMENDATION:

That Council adopt the 2009/10 Annual Report and the Electors Meeting be held on Monday 7 February 2011 at the Wandering Community Centre.

[Attachment 7](#)

(Final Draft to be distributed at the meeting)

457:2010/11

Moved Cr Price, Seconded Cr Kerr that Council adopt the 2009/10 Annual Report and the Electors Meeting be held on Monday 7 February 2011 at the Wandering Community Centre.

CARRIED 7-0

6.8 Office Refurbishment

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

SUMMARY:

The draft office plans have been updated to include the increased area to the extensions on the northern and western sides as discussed at the November Ordinary meeting. There have also been some other minor adjustments to the plans but you will notice that the kitchen area and disabled toilet/toilet areas have been left as per the original plans to allow for easier access for disabled persons. Also included in the attachment are some 3D images of the proposed office refurbishment.

COMMENT:

A revised quote for the electrical work has been received which comes in considerably lower than the original tender and discussions have been had with John Earlam who has agreed to assist the CEO in preparing some costings for the project.

RECOMMENDATION:

For Council information.

[Attachment 8](#)

6.9 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 \$252,836.45 be passed for payment.

[Attachment 9](#)

458:2010/11

Moved Cr Schorer, Seconded Cr White 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 \$252,836.45 be passed for payment.

CARRIED 7-0

6.10 Financial Reports

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

SUMMARY:

Separately attached are the monthly Financial Statements for the period ending 30 November 2010.

RECOMMENDATION:

That Council endorse the monthly Financial Statements for the period ending 30 November 2010.

[Attachment 10](#)

459:2010/11

Moved Cr White, Seconded Cr Kerr that Council endorse the monthly Financial Statements for the period ending 30 November 2010.

CARRIED 7-0

WORK'S REPORT

The following activities were carried out during November;

Road Construction

Nil

Other Construction

Nil

Road Maintenance

Ricks Road
Mission Road
Fourteen Mile Brook
Codjatonine Mooterdine Road
Codjatonine Hasting Road
North Wandering Road

Gravel Sheeting

York Williams Road

Bitumen Patching

Nil

Tree Pruning

Nil

Townscape

Mowing and general maintenance of gardens
Mowed oval
Spraying weeds

Signs

Hotham Tourist Route (Dwarda Site)

Trees

MINUTES FOR THE MEETING HELD 16 DECEMBER 2010

Removal trees from;
York Williams Road
North Wandering Road
Wandering Narrogin Road
Mission Road

Miscellaneous

Rubbish Collection
Roadside Slashing
Spraying roadside verges

Traffic Counters

Dwarda East Road
Fourteen Mile Brook

MINUTES FOR THE MEETING HELD 16 DECEMBER 2010

Road traffic data for the last 9 months is shown below;

Name of Road	SLK	Start	Finish	Days	Total Cars	Average No. Cars Per Day
Bannister Rd	4.00	3/03/2010	24/03/2010	21	672	32
Bannister Rd	0.50	10/05/2010	25/05/2010	15	3005	200
Crossman Dwarda Rd	4.00	5/08/2010	25/08/2010	20	4213	211
Dwarda East Rd	5.00	25/03/2010	9/04/2010	15	566	38
Fourteen Mile Brook Rd	4.80	26/08/2010	23/09/2010	28	786	28
George Rd	7.00	27/05/2010	11/06/2010	15	411	27
Moramockinging Rd	2.50	13/04/2010	28/04/2010	15	786	52
North Bannister Wandering Rd	24.00	3/03/2010	24/03/2010	21	10142	483
North Wandering Rd	14.00	13/04/2010	28/04/2010	15	528	35
Reid Rd	1.20	10/05/2010	25/05/2010	15	781	52
Wandering Narrogin Rd	2.00	26/08/2010	23/09/2010	28	8516	304

Private Works

Nil

Proposed Works

Gravel Sheeting – various roads

Road Maintenance – various roads

Reconstruct Reid Rd crossing

Signs & Guide Posts – various roads

Road Construction – North Bannister Wandering Rd & Wandering Pingelly Road

Reseals – North Bannister Wandering Rd, North Wandering Rd & Wandering Pingelly Rd

PLANT REPORT

1. GRADERS

G1	Cat 12H Grader (B.Nairn) – 7402 hrs.....	27	hrs	2001	WD 483
G2	Cat 120M Grader (R.Ferguson) – 1415 hrs	85	hrs	2008	WD 300

2. TRUCKS

T1	Isuzu Giga Prime Mover (Outside Gang) –3736 kms	3,736	kms	2010	WD 458
T2	Isuzu Tandem Axle Truck (Outside Gang) – 36235 kms ..	1,047	kms	2007	WD 355
DC	Mitsubishi Crew Cab Truck (Outside Gang) – 25968 kms	2,003	kms	2009	WD 6

3. LOADERS AND TRACTORS

L1	Cat 924G Loader – 2066 hrs	83	hrs	2007	WD 118
TC1	John Deere 6515 Tractor – 214 hrs	18	hrs	2009	WD 229

4. ROLLERS

RL2	Volvo SP Roller - 856 hrs	4	hrs	2009	WD 182
RL4	Cat CS-563E Roller – 1048 hrs	29	hrs	2004	WD 219

5. UTILITIES AND SEDANS

U1	Holden Colorado Utility (P.Borg) – 3205 kms.....	3,098	kms	2010	WD 487
DC2	Toyota Hilux Crew Cab (G.Mathewson) – 2124 kms	2,124	kms	2010	WD 842
	Hotham Catchment Utility (Vacant) – 151798 kms	111	kms	2003	WD 440
	Holden Caprice (M.Whitely) – 10241 kms	3,553	kms	2010	0 WD

6. MISCELLANEOUS PLANT & GENERAL

F1	Fire Tender – 156348 kms	0	kms		WD 270
F2	Fire Tender – 2640 kms	108	kms		WD 821
F3	Fire Tender – 82105 kms	15	kms		WD 475
	Hustler Mower – 368 hrs	34	hrs	2009	No Plates

BUILDING MAINTENANCE REPORT

Houses:

13 Dunmall Drive (Martin Whitely)
Tidy up orchard area

14 Down Street (Gary Mathewson)
Dishwasher installed

8 Down Street (Kenrick Esbary)
Nil

1 Michibin Street (Toni Reitmajer)
Nil

1 Dowsett Street (Jodie Densham)
Nil

7 Gnowing Street (Ralph Ferguson)
Nil

Shire Buildings:

Shire Office
Top dressed front lawn
Mowing and general maintenance of front lawn

Shire Depot
Planted fruit trees

Telecentre
General maintenance of gardens

Caravan Park
Mowed oval
General tidy up

Cemetery
Mowing and general tidy up

Community Centre
General garden maintenance

Pumphreys Bridge
Installed new roof for public toilets

Public Toilets
Mowed lawn
General tidy up

Playground
General tidy up

Other
Nil

ENVIRONMENTAL HEALTH OFFICERS REPORT

The following is an update on various issues within the Health, Building, Town Planning and the Waste Control areas.

Building Licenses Issued

One new building licenses was issued during November

- L Gordes Lot 17 North Bannister Wandering Rd Shed

Lo17 North Bannister Wandering Rd, Wandering

Several meetings with Ray Knight and further email correspondence with Lynleigh Gordes has taken place during the month. Building applications for the building approval certificate, building envelope relocation and oversize shed have all been submitted with a balance of \$412.32 outstanding for the above mentioned applications. Certified drawings from David Cheong & Associates have also been received.

Lot 99 Echidna Close, Blackboy Springs

Attached is a recent memo given the CEO.

[EHO Attachment 1](#)

Swimming Pool Inspections

All swimming pool enclosure inspections due have been conducted

Leave

No leave was taken in November

Water Sampling

Samples collected from Tangle Foot Winery, Riverside Roadhouse & North banister Roadhouse. All samples were satisfactory.

Training

Nil

General Duties

Enquires from the public, general inspections and building inspections have been maintained during this period.

COUNCILLOR REPORTS

President Dowsett

Meetings Attended

Questions Without Notice

Brian Johns – thanks but no thanks
Overloading new truck

Deputy President Kerr

Meetings Attended

Questions Without Notice

Kubbine Rd clear trees

Councillor White

Meetings Attended

Questions Without Notice

Councillor McNeil

Meetings Attended

Questions Without Notice

Councillor Barge

Meetings Attended

Questions Without Notice

Councillor Price

Meetings Attended

Questions Without Notice

Toilets

Vintage Machinery Shed – concrete apron

Plaques for machinery

ADSL exchange - is that Wandering are on

What is the difference???

Councillor Schorer

Meetings Attended

Questions Without Notice

Reid Rd crossing

10. NEXT MEETING

Next Ordinary Council meeting to be held on Thursday 17 February 2011 commencing at 11:00am

11. CLOSURE OF MEETING

4.47pm