



**Minutes of the Ordinary Meeting of the
Wandering Shire Council held in the Council
Chamber on Thursday,
16 April 2009.**

1. **DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS**
The Shire President Cr Bruce Dowsett declared the meeting open at 2.10pm.

2. **RECORD OF ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE**

Present

Cr. B E Dowsett, President	South Ward
Cr. K J Price, Deputy President	South Ward
Cr. G G Kerr	North East Ward
Cr. J R McNeil	North East Ward
Cr. D White	Town Ward
Cr. C R Hardie	North Ward
Mr. G Powell	Chief Executive Officer
Ms. R Hawkins	Deputy Chief Executive Officer

Leave of Absence

Cr. K J Barge	Town Ward
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3. **DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS**

Nil

4. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

5. **PUBLIC QUESTION TIME**

Mr Ron Hemery spoke in support of his application for subdivision as detailed in Item 10.3.3.

6. **APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

- 7 **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

- 7.1 **18th March 2009 Ordinary Meeting of Council.**

Minutes from the Ordinary Meeting of 19th March 2009 have been circulated to Elected Members.

RECOMMENDATION

It is recommended that the Minutes of the Ordinary Council Meeting held on 19th March 2009 be confirmed.

Simple Majority Required

RESOLUTION 299:2008/09

Moved Cr Hardie seconded Cr McNeil

That the Minutes of the Ordinary Council Meeting held on the 19th March 2009 be confirmed subject alteration to “Public Question Timewith commemorative advertising and Hotham Way logos.”.

Carried 6:0

8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

9. PETITIONS, DEPUTATIONS & PRESENTATIONS

Nil

10. REPORTS

10.1 DELEGATE’S REPORT

10.1.1 Attendance of Councillors at the Central South Bowls Day in Quairading.

Cr Price reflected on the meeting the opening address by Darryl Richards regarding their policy on building blocks – 5 year building time frame. Cr Price also stated it cost Quairading \$100,000 to develop their rubbish tip.

10.1.2 Appointment of new Natural Resource Management Officer (Landcare)

Cr McNeil advised that a fax recently received indicated that it had cost \$10,000 to advertise this position which was not a budgeted item.

10.2 COMMITTEE REPORTS

10.3 CHIEF EXECUTIVE OFFICER’S REPORT

10.3.1(a) Common Seal Report

The table below lists all documents that have had the Common Seal affixed for the preceding month.

Date	Purpose
NIL	

10.3 CHIEF EXECUTIVE OFFICER’S REPORT

10.3.1 Road Inspection – Works Program

FILE REFERENCE:

DATE OF REPORT: 6 April, 2009

REPORT AUTHOR: CEO

SENIOR OFFICER: CEO
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Nil

BACKGROUND

Council resolved to undertake a road inspection prior to its April Ordinary Meeting.

COMMENT – GENERAL

At its last meeting, Council resolved to adopt for budgetary purposes a six year road construction and maintenance program. The roads listed should be considered for inclusion in the 2009/10 budget.

Additionally, there may be some maintenance work that needs to be undertaken (such as the flood way on Grahams Road and the verge clearing on George Road) without the need for a specific budget allocation. These items can be identified for later attention.

STATUTORY IMPLICATIONS

Local Government Act 1995.

STRATEGIC IMPLICATIONS

There are no strategic implications arising from this Item.

PUBLIC CONSULTATION

No public consultation has been undertaken in regards to this Item.

SOCIAL IMPLICATIONS

There are no social implications arising from this Item.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this Item.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

That Council confirm its road construction and maintenance programs for the 2009/10 financial year and identify maintenance items to be attended to.

Simple Majority Required

RESOLUTION 300:2008/09

Moved Cr Kerr seconded Cr Hardie

That Council confirm its road construction and maintenance programs for the 2009/10 financial year and identify maintenance items to be attended to.

Carried 6:0

Note: The following is to be taken into consideration by Staff when preparing the 2009/2010 budget and works program.

\$350,000 - 1.0 – 1.4km section North Bannister - Wandering Road
(north western side from Avon Downs) - Near Treasure's Bridge
- include tree pruning and clearing if possible when doing works.

\$15,000 George Road – clearing and work on culvert - \$15,000

\$25,000 Per year for pruning/clearing –
Roads to be listed by priority and work through over a period of years.
Roads with highest road count will get first priority.
(*First 3km of Ricks Road is bad at moment.*)

Councillors to submit a list of roads to the CEO for development of a 5 year program.

\$15,000 Gravel pit development – (Dozer)

Resheeting – York Williams

North Wandering Road, small washouts east of the six mile hill.

Extending seals -Traffic counts on Fourteen Mile Brook – South of Dwarda East (also in between Noombling Norrine and Watts)
and North Wandering Road.

Pingelly Road - reconstruct

Cr Price stated that he believed resheeting should be done in winter. It was also thought that major projects should commence before Christmas and that gravel could be put down during routine maintenance. Negotiations with landowners regarding possible gravel pit sites should commence early – Barry Hardie and the Mission are possibilities.

10.3.2 Local Government Structural Reform – Check List

FILE REFERENCE:	9.1.5
DATE OF REPORT:	6 April 2009
REPORT AUTHOR:	CEO
SENIOR OFFICER:	CEO
VOTING REQUIREMENTS:	Simple Majority
ATTACHMENTS:	Check List

BACKGROUND

The Hon Minister for Local Government announced in February that a reform process was to be undertaken in Western Australia with an objective of amalgamation.

COMMENT – GENERAL

At it's March Meeting Council resolved:

RESOLUTION 292:2008/09

Moved Cr Hardie seconded Cr White

That Council

- 1. Advise the Minister that Council is not in favour of amalgamation.**
- 2. Request the Minister to develop some specific criteria and guidelines that will assist the Council in developing reform initiatives.**
- 3. Supports the Chief Executive Officer to meet with Chief Executive Officers of neighbouring local governments to complete the Local Government Reform Checklist on behalf of the Shire of Wandering;**
- 4. Supports the Councils that make up the Dryandra Voluntary Regional Organisation of Councils in applying for funding assistance from the Department of Local Government and Regional Development for use of a facilitator/consultant to prepare an individual Reform Submission on behalf of the Shire of Wandering, participating DVROC Councils, and other neighbouring Councils that may wish to be involved;**
- 5. Confirm the Local Government Reform Checklist at its April 2009 meeting prior to it being forwarded to the Minister for Local Government.**
- 6. Endorses and supports the WALGA Motion adopted at the State Council Special Meeting held on 4 March 2009.**

Carried 7:0

Since the last meeting, it has become evident that the Minister will not be providing any specific guidelines for the reform process. This is of concern generally to the majority of local governments.

The CEO and Shire President attended two meetings of the DVROC. At the first meeting, some options for groupings of Councils were considered. These will provide guidance for further work. Additionally, it was agreed that funding be obtained from the State Government for the retention of a Consultant to prepare a submission on behalf of Council and an advertisement for expressions of interest appeared in The West Australian on Saturday 4th April, 2009.

It was announced during the preceding week that each Council will receive \$10,000 from the State Government. It is not known whether this funding will cover the cost of the consultancy and Council is advised that it may have to provide funding in its 2009/10 budget to meet the entire cost of the consultancy.

Work has been undertaken on the Check List and a draft is attached for Council's consideration and adoption. The deadline for its submission is 30th April.

Further information from the second DVROC Meeting will be provided at the Council Meeting.

STATUTORY IMPLICATIONS

Local Government Act 1995.

STRATEGIC IMPLICATIONS

There are no strategic implications arising from the Check List.

PUBLIC CONSULTATION

No public consultation has been undertaken in regards to this Item.

SOCIAL IMPLICATIONS

There are no social implications arising from this Item.

FINANCIAL IMPLICATIONS

There are no financial implications arising from the Check List but Council may need to budget further funding to complete a submission.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

That Council consider the draft Local Government Structural Reform Check List with a view to submitting a final version to meet the Hon. Minister's deadline of 30th April, 2009.

Simple Majority Required

RESOLUTION 301:2008/09

Moved Cr Hardie seconded Cr White

That Council consider the draft Local Government Structural Reform Check List with a view to submitting a final version to meet the Hon. Minister's deadline of 30th April, 2009.

Carried 6:0

10.3.3 Proposed Subdivision – Lot 60 York-Williams Road - Hemery

FILE REFERENCE:	Ass 408 & WAPC Ref:139507
DATE OF REPORT:	8 April 2009
REPORT AUTHOR:	CEO
SENIOR OFFICER:	CEO
VOTING REQUIREMENTS:	Simple Majority
ATTACHMENTS:	Nil

BACKGROUND

The WAPC has received an application to subdivide Lot 60 into two lots of approximately 79ha and 16ha respectively, both with frontage to York-Williams Road.

COMMENT – GENERAL

The reasons given for why the application should be supported include:

1. There is no proposed change to the land use
2. Both lots have frontage to a constructed road
3. Lots in the vicinity are similar or smaller in land area
4. There will be no detrimental environmental effect as a result of the subdivision.

The existing lot is an inverted ‘T’ shaped lot with frontage to the Hotham River with access from the York-Williams Road. It is proposed to excise a 16ha lot from the southern end of the lot. No reasons for the proposal are given although it is stated that the land use (rural) will not alter. From the application it would appear that no dwellings are located on the lot.

Council’s Local Planning Strategy does not preclude subdivision of rural land. The relevant sections of the Strategy are quoted below.

2.6 *State Planning Policy No. 2.5 – Rural Subdivision Policy*

State Planning Policy No. 2.5 (SPP2.5) (WAPC 2002) applies to rural and agricultural land in the State. The Policy is guided by the fundamental principles that:

- *The State’s priority agricultural land resource should be protected.*
- *Rural settlement opportunities should be provided if sustainable and of benefit to the community.*
- *The potential for land use conflict should be minimised.*
- *The State’s natural resources should be carefully managed.*

Under SPP2.5 local government is to:

- *identify and appropriately zone agricultural areas of State or regional significance and other agricultural areas;*
- *where necessary, identify and appropriately zone areas for rural-residential and rural smallholdings;*
- *identify and zone appropriately, areas of natural resources which require protection from incompatible development;*
- *wherever possible, provide planning direction for agriculturally-associated rural activities or land uses; and*

- *in the absence of a local planning strategy make recommendations to the Commission in respect to rural land subdivision having due regard to the objectives of this policy.*

There are no Agricultural Priority Management Areas identified in the Shire of Wandering. The LPS is to address rural land use, and rural-residential and rural smallholding areas.

<i>Pumphreys Bridge</i>	<i>Alkaline grey sandy duplexes</i>	<i>Low-fair</i>	<i>Low-fair</i>	<i>Low</i>	<i>Low</i>
	<i>Grey deep sandy duplexes</i>	<i>Fair</i>	<i>Fair</i>	<i>Low</i>	<i>Low</i>
	<i>Grey shallow loamy duplexes</i>	<i>Fair</i>	<i>Fair</i>	<i>Low</i>	<i>Low</i>
	<i>Saline wet soils</i>	<i>Very low</i>	<i>Very low</i>	<i>Very low</i>	<i>Very low</i>

5.1.1 Protection of Agricultural Areas

Aside from State Forest, agriculture is the most significant land use within the Shire of Wandering in terms of both land area and economic value. It is a general perception that agricultural land should be protected from incompatible development – a concept that is the basis of Statement of Planning Policy 2.5 – Agricultural and Rural Land Use Planning (SPP2.5) (WAPC 2002). SPP2.5 proposes zones for agricultural land as follows:

- *Priority agriculture zone*
- *General agriculture zone*

Priority agriculture land is defined by SPP2.5 as being land which:

- has been identified by State agencies and the local government in consultation with the community as an agricultural area of State or regional significance; or*
- has been identified in a local planning strategy as being an area of local agricultural significance; and*
- is not already an existing Rural-Residential or Rural-Smallholdings development.*

The Shire does not include land that has been delineated to be of State or regional agricultural significance. There are areas within the Shire that may be identified as having local agricultural significance.

The capability of soils within the Shire to support agriculture is largely dependent on the underlying geology. From a broad analysis of Table 3 – General Land Evaluation, it can be concluded that large areas of the Shire are not highly capable for some agricultural activities, particularly on the areas of lateritic uplands, minor valleys with upland terrain and valley floors. The soils associated with major valleys dissected into underlying basement rocks contain areas associated with higher capability for agriculture. The Marradong, Dryandra, and Quindanning land system units represent the most capable agricultural land within the Shire.

It should be noted again however, that the capability assessment in this local planning strategy has used broad scale mapping, and that detailed localised land capability assessment should be undertaken on a case by case basis to support proposed developments.

5.1.2 Diversification of Agriculture

Farmers within the Shire are encouraged by DOA to investigate the diversified use of land. Forestry is also being promoted by the Forest Products Commission and DOA as a land care tool to contain land degradation such as waterlogging and increasing salinity.

Horticulture requires deep, medium textured and gravel-free soils with free drainage, flat terrain, and good water supply. Whilst there are areas of flat terrain in the Shire, some are subject to waterlogging and surface salinity. Water supplies are also limited, particularly in the eastern part of the Shire where rainfall is less and groundwater may be saline. Some consideration also needs to be given to climatic implications, particularly winter chilling and frost susceptibility.

Soils developed from basement rocks are more fertile than those derived from weathering of the lateritic profile. Some soils within valleys are susceptible to winter waterlogging due to poor subsurface drainage and the presence of clay soils.

Diversification into cropping can be accommodated on a large scale on suitable agricultural land within the Shire, however, more intensive forms of agriculture may be appropriate in smaller areas of high quality land. The land evaluation indicates that the Marradong land system units offer the best opportunity for agriculture and potential for more intensive agriculture. However, the Dryandra and Quindanning systems are also suitable for general agricultural purposes.

It is important to note that more specific localised land capability assessment would be required prior to the establishment of more intensive agricultural land uses, with emphasis on soil suitability and water availability.

10.2 Rural and Agricultural

The strategy plan is attached as Figure 10. Information relating to use of rural land is in plans prepared by the Department for Planning and Infrastructure with input from the Department of Agriculture and Food and include:

- o Annual Horticulture*
- o Perennial Horticulture*
- o Salinity risk*
- o Flood Risk*
- o Water Erosion Risk*
- o Wind Erosion Risk*

These plans are included as Attachments for ease of reference. The opportunities and constraints for rural land arising from broad mapping is largely dependent on the proposed landuse and ultimate form of development.

There may be constraints applicable to broad agriculture which provides opportunities for alternative or complementary rural related landuses.

The Council supports continuation of broad acre farming as the principle land use in the district. It will support other rural uses that complement and do not have the potential to constrain broad acre farming. Specifically the Council will be mindful of the need for buffer separation for some uses to avoid nuisance from dust, spray drift, odour, and noise.

In assessing proposals Council will consider the generic buffers outlined in EPA Guidance for the Assessment of Environmental Factors – Separation Distances between Industrial and Sensitive Landuses.

The district appears to be well suited to farm diversification including viticulture, commercial tree plantations and agroforestry, some aquaculture depending on water supply, and crops such as olives. It will be essential for proposals for crops dependent on a water supply (other than rainfall) to demonstrate a sustainable water supply from within the same lot.

The operators of an established vineyard and winery have developed facilities for visitors, including short stay accommodation. The Council supports such development.

More intensive agricultural uses require smaller land area than for broad acre farming, although lot size allowance must be made for sustainable water supply (where appropriate), a dwelling, and farm buildings. In many cases existing farming properties are made up with a number of separate lots for which individual Title is available. Subject to land suitability and sustainable water supply, these lots may be suitable for intensive agricultural production without the need for subdivision or re-zoning. The landuse of 'Intensive Agriculture' is permissible in the Rural zone and is subject to planning approval.

However, in all probability land suitability assessment and water supply assessment will also point to larger parcels of land in which case applications for subdivision are likely. The Council's recommendations to the WAPC on such applications will be based on detailed investigations of land suitability and water supply, and the land requirements appropriate for the proposed form of intensive agriculture.

The WAPC Policy DC 3.4 "Subdivision of Rural Land" addresses subdivision for intensive uses agriculture in the following terms:

It is WAPC Policy that the subdivision of rural and agricultural land for closer settlement (rural-residential and rural smallholdings) and more intensive agricultural uses should be properly planned through the preparation of regional and local planning strategies and provided for in local planning schemes prior to subdivision.

Areas in the Shire suitable for intensive agriculture are broadly identified in Figure 10 of this Local Planning Strategy.

The Commission may require re-zoning of land to facilitate subdivision for more intensive agricultural use unless the proposal complies with the criteria in WAPC Policy DC 3.4. Land may be re-zoned to 'Rural Residential' to facilitate subdivision for more intensive agricultural uses.

The WAPC's Policy DC 3.4 includes requirements for subdivision for "homestead lots" to enable an existing house on a farm to continue to be occupied provided that:

- (a) The land is in the Wheatbelt agricultural policy area.*
- (b) The population in the locality is declining or relatively static¹.*
- (c) The homestead lot has an area between 1 and 4ha, or up to 20 ha where it is desirable to respond to the landform or to include existing outbuildings or water sources.*
- (d) There is an adequate water supply for domestic, land management and fire management services.*
- (e) The homestead lot fronts a constructed road.*
- (f) The homestead lot contains an existing residence.*
- (g) A homestead lot has not been excised from the farm in the past.*

Criteria for subdivision for "conservation lots" as set out in the WAPC's Policy DC 3.4 include that the vegetation has been identified and agreed as worthy of protection in an approved strategy, catchment plan, or a specific assessment by an appropriate expert be conducted in accordance with principles contained in schedule 5 of the Environmental Protection Act 1986.

This Local Planning Strategy does not include vegetation assessment to the level of detail necessary for subdivision for conservation. It will be necessary for each proponent to prepare a specific assessment having regard for the criteria set out in the Commission's Policy DC 3.4.

As stated in the Strategy, Council supports broad acre farming as the principle land use and this application, in the absence of further information justifying the application in the context of the Strategy, it is recommended that the WAPC be advised that Council does not support the application.

STATUTORY IMPLICATIONS

Town Planning and Development Act 1928

STRATEGIC IMPLICATIONS

There are no strategic implications arising from this Item.

PUBLIC CONSULTATION

No public consultation has been undertaken although the WAPC has referred the application to other State agencies.

¹ By comparing census collection districts (CCD) for any given area.

SOCIAL IMPLICATIONS

There are no social implications arising from this Item.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this Item.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

That the WAPC be advised that Council does not support the application to subdivide Lot 60 York-Williams Road as it is seen as fragmentation of broadacre agricultural land and does not meet the strategic requirements of the Shire of Wandering Local Planning Strategy.

Simple Majority Required

RESOLUTION 302:2008/09

Moved Cr McNeil seconded Cr Hardie

That WAPC be advised that Council does not support the application to subdivide Lot 60 York-Williams Road as it is seen as fragmentation of broad acre agricultural land and does not meet the strategic requirements of the Shire of Wandering Local Planning Strategy, however Council would favourably consider the realignment of the boundaries of Lots 60 and adjoining Lot 7054.

Carried 4:2

10.4 **FINANCE**

10.4.1 **Shire of Wandering – Financial Statement and Accounts for Payment**

FILE REFERENCE:	10.1.16 Finance General
DATE OF REPORT:	9 April 2009
REPORT AUTHOR:	Deputy CEO
SENIOR OFFICER:	CEO
VOTING REQUIREMENTS:	Simple Majority
ATTACHMENTS:	Statement of Financial Activity. Budget vs Actual Variance Report. Accounts for Payment.

BACKGROUND

It is a requirement of the Local Government Act 1995 that monthly and quarterly financial statements are presented to Council, in order to allow for proper control of the Shire's finances. In addition, Council is required to review the Municipal Budget on a six monthly basis to ensure that income and expenditure is in keeping with budget forecasts. It should be noted that the budget is monitored on a monthly basis in addition to the requirement for a six monthly review.

The attached financial statements and supporting information are presented for the consideration of Elected Members and Council staff welcomes enquiries in regard to the information contained within these reports.

COMMENT - GENERAL

In order to prepare the attached financial statements, the following reconciliations and financial procedures have been completed and verified;

- Reconciliation of all bank accounts.
- Reconciliation of the Rates Book, including outstanding debtors and the raising of interim rates.
- Reconciliation of all assets and liabilities, including payroll, taxation and postal services.
- Reconciliation of the Sundry Debtors Ledger.
- Reconciliation of the Sundry Creditors Ledger.
- Reconciliation of the Stock Ledger.
- Completion of all Works Costing transactions, including allocation of costs from the Ledger to the various works chart of accounts.

Upon completion of the above reconciliations and procedures, various matters have been identified as requiring the attention of Council, in accordance with the following Resolution of Council, adopted at the 19th of October 2006 Ordinary Meeting of Council. These matters are addressed in the Budget vs Actual Variance Report included within the Statement of Financial Activity.

“RESOLUTION 088:2006/07

Moved Cr Barge seconded Cr Kerr

That in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996 (as amended) Council adopt a measurement of \$500 or 5% for the purposes of reporting on material variances between budgeted and actual income and expenditure in the monthly Statement of Financial Activity and all other financial reports that may be required by Council.

Carried 7:0”

Overview of Rates

Rates revenue received to 31 March 2009 total \$507,008. Approximately 88% of rates raised were paid by the due date of 2nd October 2008. This represents an increase of approximately 5% of anticipated receipts. Discount of \$49,433 has been applied which is less than anticipated in the budget and a result of more ratepayers choosing the instalment option. This year 25 ratepayers have selected the instalment option, an increase of 14. As at 31 March 2009 the total rates outstanding were \$17,120.

STATUTORY IMPLICATIONS

Local Government Act 1995 Section 5.25 (1)

Local Government (Financial Management) Regulations 1996

The attached statements are prepared in accordance with the requirements of the Local Government Act 1995.

STRATEGIC IMPLICATIONS

There are no strategic implications arising from this Item.

PUBLIC CONSULTATION

No public consultation has been undertaken in regards to this Item.

SOCIAL IMPLICATIONS

There are no social implications arising from this item.

FINANCIAL IMPLICATIONS

Other than the matters identified in the Budget vs Actual Variance Report, income and expenditure is proceeding as per budget forecasts and the end of year position should be as per that projected in the 2007/08 Municipal Budget, assuming all projects proceed and are completed in this timeframe.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

That Council;

- 1. Receive the March 2009 monthly financial report incorporating the Statement of Financial Activity and Budget vs Actual Variance Report.**
- 2. Endorse the Accounts for Payment as per the attached Payment Listing totalling \$390,125.04 Municipal Fund and \$0.00 Trust Fund.**

Simple Majority Required

RESOLUTION 303:2008/09

Moved Cr Price seconded Cr Kerr

That Council;

- 1. Receive the March 2009 monthly financial report incorporating the Statement of Financial Activity and Budget vs Actual Variance Report.***
- 2. Endorse the Accounts for Payment as per the attached Payment Listing totalling \$390,125.04 Municipal Fund and \$0.00 Trust Fund.***

Carried 6:0

- 10.5** **ENVIRONMENTAL HEALTH OFFICER'S/ BUILDING INSPECTOR'S REPORT**
- 10.5.1** **Environmental Health Officer's Report – April**
Nil.
- 10.5.2** **Building Inspector's Report – April**
Nil.
- 11.** **ELECTED MEMBERS' ROADWORKS REPORTS**
- 11.1.1** **Cr McNeil – New Section Road**
Cr McNeil was concerned that wood was not being pulled out of the gravel. When speaking with staff he was advised it was because we were short of casual labour. Cr McNeil suggested looking at temporary accommodation at the caravan park so we could employ outsiders.
- 12.** **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
Nil
- 13.** **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**
- 14.** **QUESTIONS & DISCUSSIONS WITHOUT RESOLUTIONS**
- 14.1.1** **Cr Price – Firebreaks**
Cr Price advised in prohibited and restricted periods there is to be no camp fires
- 14.1.1** **Bush Fire Advisory Committee Meeting**
Next Meeting, Tuesday, 12th May 2009.
- 14.1.1** **Reform Meeting – 4 May 2009**
Councillors were requested to advise Let the CEO by next Thursday night if they were attending this meeting. Cr Hardie will be attending.
- 14.1.1** **Local Government Week**
Councillors were urged to confirm their attendance at 2009 Local Government Week as soon as possible.

15. INFORMATION BULLETIN



COUNCILLORS INFORMATION BULLETIN – April 2009

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1. **Chief Executive Officer's Information Report**
 - 1.1. Planning Approvals issued by CEO using Delegated Authority from Council.
 - 1.2. WALGA Information Bulletins
 - 1.3. Hotham Catchment
 - 1.4. WALGA Regional Road Group Report – March 2009
 - 1.5. John Castrilli's Portfolio News
 - 1.6. State Transport Corridors – Strategy Reports
 - 1.7. WALGA – Central Country Zone
2. **Building Surveyor's Report and Environmental Health Officer's Report**
3. **Staff**
4. **Works Information Report**
5. **Plant Information Report**
6. **Outwards Correspondence**

1. **CHIEF EXECUTIVE OFFICER'S INFORMATION REPORT**

1.1 **Planning Approvals Issued By CEO using Delegated Authority from Council (Property File)**

Month	Permit #	Address	Building	Owner
August 2008	3	Lot 97 Echidna	Shed	Young
December 2008	7	Lot 90 Redgum	House	Passmore/Wilding
December 2008	8	Lot 31 Charlton	Shed	Carter
January 2009	10	Lot 92 OConnell	Shed	Cumper
February 2009	13	Lot 96 Echidna	Shed	Meakins
March 2009	16	Lot 101 Echidna	Shed	Slann

1.2 **WALGA Information Bulletins**

23 March 2009

HEADLINES

- ◀ [MEETING WITH MINISTER FOR ENERGY; TRAINING](#)
- ◀ [WA GRAIN FREIGHT REVIEW](#)
- ◀ [SOCIAL HOUSING TASKFORCE](#)
- ◀ [REVIEW OF ENGINEERING STANDARDS FOR SUBDIVISIONS](#)
- ◀ [6TH INTERNATIONAL WATER SENSITIVE URBAN DESIGN CONFERENCE AND 3RD HYDROPOLIS](#)
- ◀ [TRAINING AND DEVELOPMENT UPDATE](#)
- ◀ [2011 CENSUS OF POPULATION AND HOUSING](#)
- ◀ [COASTWEST GRANTS NOW OPEN](#)

MAILBAG

- ◀ SHARED-USE AGREEMENTS BETWEEN LOCAL GOVERNMENT AND THE DEPARTMENT OF EDUCATION
- ◀ INFO PAGE - USED MOTOR OIL COLLECTION, RECYCLING AND FUNDING FOR LOCAL GOVERNMENT
- ◀ MWAC INFORMATION BULLETIN – MARCH 2009 ISSUE 123
- ◀ LG WINTER PROMOTION FLYER
- ◀ GRAIN FREIGHT NETWORK LOCAL ROAD EVALUATION STUDY – UPDATE
- ◀ MIRACLE RECREATION EQUIPMENT
- ◀ STRATEGIC PUBLIC LIBRARY PARTNERSHIP AGREEMENT STEERING COMMITTEE UPDATE

30 March 2009

HEADLINES

- ◀ [MEETING WITH HON ROBYN MCSWEENEY MLC](#)
- ◀ [LGMA/WALGA REFORM STRATEGY WORKSHOP](#)
- ◀ [BANNERS IN THE TERRACE 2009](#)
- ◀ [BIODIVERSITY PLANNERS FORUM](#)
- ◀ [GREEN ENERGY PROCUREMENT](#)
- ◀ [MAIN ROADS INTEGRATED SERVICES AGREEMENTS](#)
- ◀ [CULTURALLY INCLUSIVE DISABILITY SERVICES STANDARDS WORKSHOPS](#)
- ◀ [REVISED PLANNING GUIDELINES – ACID SULFATE SOILS](#)

MAILBAG

- ◀ ECONOMIC BRIEFING MARCH 2009
- ◀ STRATEGIC PUBLIC LIBRARY PARTNERSHIP AGREEMENT STEERING COMMITTEE UPDATE
- ◀ PLANNING & COMMUNITY DEVELOPMENT NEWS
- ◀ DPI CONSULTATION PAPER – BUILDING A BETTER PLANNING SYSTEM
- ◀ COZERO - VCS OFFSETS
- ◀ CJD EQUIPMENT – VOLVO MOTOR GRADERS
- ◀ LGMA/WALGA REFORM STRATEGY WORKSHOP REGISTRATION FORM & FLYER

6 April 2009

HEADLINES

- ◀ [REGIONAL AND LOCAL COMMUNITY INFRASTRUCTURE PROGRAM](#)
- ◀ [LGIS SCHEME RULES AMENDMENTS - REMINDER](#)
- ◀ [BANNERS IN THE TERRACE 2009](#)
- ◀ [2009 NATIONAL LOCAL GOVERNMENT ASSET MANAGEMENT & PUBLIC WORKS ENGINEERING CONFERENCE](#)
- ◀ [2009 ROAD SAFETY RESEARCH, POLICING AND EDUCATION CONFERENCE](#)
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- ◀ [HOONS ON LOCAL ROADS](#)
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MAILBAG

- ◀ INFO PAGE - FINANCIAL SUSTAINABILITY ASSESSMENTS
- ◀ THE REFORM REPORT – BULLETIN # 5
- ◀ WESTERN COUNCILLOR ISSUE 26
- ◀ LGMA/WALGA REGISTRATION FORM AND FLYER
- ◀ INFO PAGE - LOCAL GOVERNMENT CONVENTION 2009
- ◀ STATE ADMINISTRATIVE TRIBUNAL FAXBACK
- ◀ NATIONAL LOCAL GOVERNMENT ASSET MANAGEMENT CONFERENCE BROCHURE
- ◀ FIRE AND EMERGENCY SERVICES AMENDMENT BILL 2009

1.3 **Hotham Catchment**

Update letter to members advising of recruitment process for new NRMO and unforeseen advertising costs.

1.4 **WALGA Regional Road Group Report – March 2009**

A copy of the report will be made available to interested Councillors.

1.5 **John Castrilli's Portfolio News**

The Minister's newsletter touches on some local government reform issues.

1.6 **State Transport Corridors – Strategy Reports**

High level reports have been prepared for the Perth-Albany corridor and can be viewed at www.dpi.wa.gov.au/cityregionalplanning/14459.asp

1.7 **WALGA – Central Country Zone**

Minutes of the meeting held in Quairading on 20th March are available to interested Councillors.

2. **ENVIRONMENTAL HEALTH OFFICER'S REPORT/BUILDING SURVEYOR'S REPORT (13.1.2) (2.2.4)**

Environmental Health Officer/ Building Surveyor's Activity Report

2.1 **Environmental Health**

More liaison with applicant wishing to set up a boning room/butcher shop (Andrew Munday). Written informal proposal submitted. Liaison with Health Department of Western Australia concerning proposal.

Septic Tank Approvals

APPROVAL NUMBER	OWNER	ADDRESS
14	M Cornish	Loc 19735 North Wandering Road
15	Pullen	Loc 27267 Noombling Norrine Road

Septic Tank Inspections

OWNER	ADDRESS
Passmore/Wilding	Lot 90 Redgum Court
Boulazeris	Lot 90 Moramocking Road
Cornish	Loc 19735 North Wandering Road

Water Samples

Water samples taken from Tanglefoot Winery – Courier did not pick up sample. Will redo after Easter.

Other Environmental Health Matters

Nil

2.2 **Building Surveyor**

Numerous appointments with prospective builders

Building Inspections

Building inspections are ongoing. Several buildings completed – fit for habitation – Valuer General to be notified.

Building Approvals

Building Permits have been issued as follows:

LICENSE NUMBER	OWNER	ADDRESS	TYPE	VALUE
14	M Cornish	Lot 19735 Nth Wandering	Transportable	\$80,000
15	Pullen	Loc 27267 Noombling Norrine	House	\$260,000
16	Slann	Lot 101 Echidna Close	Shed	\$9,600

3. **STAFF**

3.1 **Leave and Overtime Report**

Leave taken for months of March 2009 is as follows:

LEAVE TYPE	HOURS
Annual Leave	1.45 hours
Sick Leave	36.3 hours
Bereavement Leave	Nil hours
Long Service Leave	Nil hours
Leave Without Pay	Nil hours
Overtime	13 hours

4. **WORKS REPORT** – 10 March 2009 to 7 April 2009

4.2 **Construction**

North Bannister Wandering Rd Reconstruction (E157501) has been ongoing this month.

Seal coat has been applied to North Bannister Wandering Rd (E157502)

4.3 **Maintenance**

Several trees and branches have been removed. A bus turnaround on North Wandering Rd has been sheeted.

Maintenance carried out on machinery and plant this month included;

G2, Cat 120M Grader, Oil leak repaired on air compressor.

U1, Toyota Hilux 4 x 4 Ute, battery replaced.

ROM, Hustler Mini Z ride on mower, 100 hour service.

T2, Isuzu, FVZ1400 Tip Truck, warranty repair on fuel injection wiring.

Stihl Post Hole Auger, service and tune.

Bitumen patching

North Bannister Wandering Rd, has had patches put in place.

Maintenance Grade

York Williams Rd has had section dragged, Bannister Rd has been dragged.

Signs

An emergency sign has been sourced and fitted to the Community Centre kitchen area, School Bus signs have been erected on North Bannister Wandering Rd.

Depot

The new demountable facility has had plumbing and electricity connections made. Electrical safety tagging of equipment has been carried out.

Town

Mowing has been carried out this month with ongoing spraying of Stinkweed within the town area and also at the cemetery, African love grass has been mown and sprayed on the cricket oval. Repairs have been made to the reticulation at the Administration Centre.

Next Jobs

Completion of North Bannister Wandering Rd reconstruction, several seal coats to be applied, reconstruction of Watts St. Dragging of gravel roads.

4.4 **Private Works**

Nil

4.5 **Fuel Quotes (11.1.1)**

One order was placed as per Council Item 7.1.5 (17 September 1992) as follows;

30 March 2009

Diesel

Caltex	\$1.2049
Great Southern Fuel Supplies	did not quote
Fuel Distributors of WA	\$1.167

An order for 4500 litres was issued to Fuel Distributors of WA.

4.6 **Traffic Counts**

No traffic data has been collected this month.

4.7 **Roadwork's Requests Received**

Nil

4.8 **Councillors Roadwork's Requests from Previous Meeting/s**

5. **PLANT REPORT**

5.1 **Caterpillar 12H 3306 6NC25698 Grader** – WD.483 – G1 – 6,052hrs (28 hrs for month)

5.2 **Caterpillar 120M Grader (Serial No B9C00395)** – WD.300 – G2 – 135hrs (77 hrs for month)

5.3 **Isuzu FVZ1400 Tandem Axle Truck** – WD.458 – T1 – 26,050km (1,446kms for month)

5.4 **Isuzu FVZ1400 Tandem Axle Truck** – WD.355 – T2 – 10,854km (1,459kms for month)

5.5 **Mitsubishi FE649EWSRFAA Crew Cab Truck** – DC – 129,537km (338kms for month)

5.6 **Caterpillar 924G Loader** – WD.118 – L1 – 920hrs (64 hrs for month)

5.7 **John Deere 6510 Tractor** – WD.229 – TRA – 3,476hrs (11 hrs for month)

5.8 **Multipac VP200 SP Roller (Serial No 1447)** – WD.182 – R2 – 7,809hrs (14 hrs for month)

5.9 **Caterpillar CS-563E Roller (Serial No ASA00505)** – WD.219 – R4 – 792hrs (40 hrs for month)

5.10 **Caprice Sedan –0WD** – 6500km

5.11 **Toyota Hilux 3.0D LN167R 4 x 4 Utility** – WD.487–U1 – 180,681kms (1,645kms for month)

5.12 **Isuzu FSS Wandering Town 2.4B Fire Truck** – WD.281 – 1,632 km (6kms for month)

5.13 **Isuzu FSS500 Fire Truck (VIN J202129)** – WD.475- 81,466km (5kms for month)

5.14 **Hustler Mini Z Zero Turn Mower (Serial No 7070336)** - 109 hrs (0 hrs for month)

5.15 **Davleco Vib Steel Drum Drawn Roller/Lister HR3** – WD.598 – RL3 – 105 hrs (0 hrs for month)

Other

Moore Multi Tyred Drawn Roller - RL1

Stihl 009AV, 034AV @ 039AV Chainsaws, Whipper Snipper

Sewell B200 Road Broom

Drag

6. OUTWARD CORRESPONDENCE

Date	Addressee	
13/03/2009	Bruce Dowsett	Receipt for golf club
13/03/2009	Shire of Quairading	Payment for Bowls Day
13/03/2009	Mr D Hill	Unlawful building 104 O'Connell
13/03/2009	Mr T Slann	Shed Application 101 Echidna
17/03/2009	Isabella Nistor	Firebreaks
24/03/2009	ATO	Change of Tax details - Davies
25/03/2009	Wandering Playgroup	RFR Funding Application Letter
25/03/2009	SAC	RFR Indigenous Training
27/03/2009	Filtrex Wastewater Solutions	Septic Tank Application
27/03/2009	Darren Chambers	Septic Tank Application
1/04/2009	G Parson	Bush Fire Permit Book
3/04/2009	Alexander Planning Consultants	EOI documentation
7/04/2009	DPI	Monthly phone reimbursement

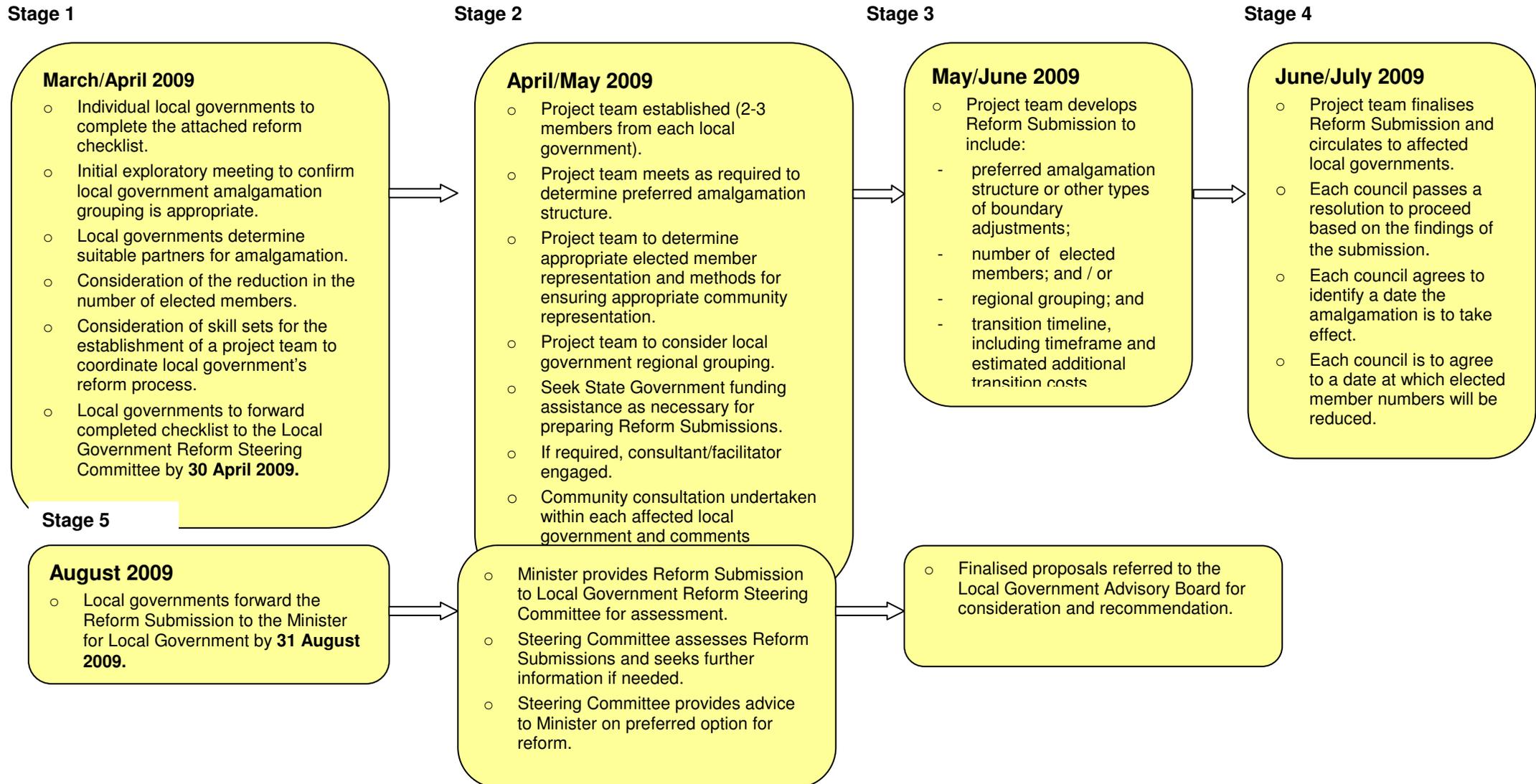
16. MEETING CLOSURE

There being no further business, the Chairman closed the meeting at 5:30pm.

These Minutes were confirmed by Council at the Ordinary Council Meeting on Thursday, 21 May 2009.

CR B E DOWSETT, Chairman

Timeframe for Reform Submission to the Minister



Local Government Reform Checklist			
Guiding principle ²	Are these elements in place at your organisation?		Explanatory comment
	Yes	No	
1. Long term strategic planning			
○ Your local government has a five year (or longer) strategic plan in place.		No	Council intends to undertake a comprehensive planning process in 2009/10
○ Your local government has a five year (or longer) financial management plan in place that is linked to the plan for the future.		No	See above.
○ Your local government has detailed three/five year business plans.	Yes		A number of statutory business plans were prepared for commercial activities undertaken by Council such as residential and industrial subdivisions.
2. Detailed asset and infrastructure management planning			
○ Your local government has an inventory of all infrastructure and assets and has an accompanying maintenance and renewal plan in place.	Yes		Council has an inventory completed and a plant replacement plan in place. Maintenance and renewal plans for other classes of assets have not been prepared.
○ Asset maintenance and replacement gaps have been identified and addressed in the financial plan.		No	

² It is understood that some of these principles are not mandatory, however reflect principles of best practice.

Local Government Reform Checklist			
Guiding principle	Are these elements in place at your organisation?		Explanatory comment
	Yes	No	
3. Future financial viability and planning			
o Your local government has adequate reserve funds for future capital works and plant replacement.	Yes		Council has significant cash backed reserves. Identified capital works and plant replacement will be funded from reserves or revenue.
o Your local government income stream including rates, fees, charges and grants can satisfy your long term community service and operational needs and without grants represents at least 40% of your total revenue.	Yes		Operating grants, subsidies and contributions comprise approx. 40% of Revenue from Ordinary Activities. (Based on 2007/08 Financial Statements)
o Your local government has financial management plans indicating: <ul style="list-style-type: none"> - existing debt levels; - depreciation allocations compared to allocations on asset replacement and renewal; - operating deficit compared to rates revenue; - amount of reserve funds compared to expenses/asset values; and - adverse financial trends. 			<ul style="list-style-type: none"> - Council is debt free - 2007/08 depreciation was \$523000, \$361500 allocated to roads and \$742600 spent on maintenance. Expenditure generally exceeds depreciation. - There is no operating deficit - See above - No adverse financial trends were identified during audit.
Local Government Reform Checklist			
Guiding principle	Include figures		Explanatory comment

4. Equitable governance and community representation		
o Indicate the number of vacancies at the 2007 ordinary local government elections.	3	Three vacancies of a total of 7 Councillors.
o Indicate how many vacancies at the 2007 ordinary local government elections were uncontested.	3	
o Indicate the ratio of elected members to community population.	7 Councillors:500 total estimated population	
o Indicate the percentage of voter turnout at the most recent local government elections.	63 & 81%	Percentages shown for elections in 2 wards in 2005.
5. Proficient organisational capacity		
o Indicate the number of staff vacancies and the period these vacancies have continued in each of; - senior management; - middle management; and - senior operational staff positions.	Nil	All vacancies that have occurred have been filled.

Local Government Reform Checklist			
Guiding Principle	Are these elements in place at your organisation?		Explanatory comment
	Yes	No	
○ Your local government has an employee attraction and retention strategy.		No	
○ Your current staff engage in annual professional training and development opportunities.	Yes		
○ Your local government currently experiences delays in meeting statutory reporting functions and / or requests extensions.		No	
○ Your local government processes residential building licence applications within 20 working days.	Yes		
○ Under delegations your local government processes development applications within 20 working days.	Yes		
○ All other development applications are processed within 40 working days.	Yes		

Local Government Reform Checklist			
Guiding principle	Are these elements in place at your organisation?		Explanatory comment
	Yes	No	
6. Effective political and community advocacy for service delivery			
○ Your local government has funding or other partnerships in place with programs and services sourced by the State Government.	Yes		Council is a DPI licensing agency, operates a library under agreement.
○ Your local government has funding or other partnerships in place with programs and services sourced by the Federal Government.	Yes		Council is a Post Office agency.
○ Your local government has funding partnerships in place with the private sector to enhance service delivery.	Yes		All refuse removal and recycling is undertaken by private sector contract.
○ The relationship between local government boundaries and relevant State and Commonwealth Agency boundaries are appropriate for effective decision making.	Yes		Existing boundaries are appropriate for local government decision making although wards will be abolished for the next election.
○ In the past 2 years your local government has attracted investment that has led to economic growth and job creation.	Yes		Investment has occurred because of proximity to the Boddington Gold Mine.

Local Government Reform Checklist			
Guiding principle	Are these elements in place at your organisation?		Explanatory comment
	Yes	No	
<ul style="list-style-type: none"> ○ Your local government has community consultation strategies in place, both on-going and project specific. 	Yes		Newsletters, fax and email groups
7. Understanding of and planning for demographic change			
<ul style="list-style-type: none"> ○ Your local government's population trend for the past five years has been: <ul style="list-style-type: none"> - declining - stable - growing 			Based on ABS data population increase is approximately 4% per annum.
	Yes		
<ul style="list-style-type: none"> ○ Your local government's projected population for the next five years will be: <ul style="list-style-type: none"> - declining - stable - growing 			It is anticipated that population will continue to increase because of mining activity in the region and migration from the nearby metropolitan area.
	Yes		
<ul style="list-style-type: none"> ○ Your local government has plans in place for demographic change. 		No	Although the percentages are significant, numbers can be accommodated within existing infrastructure.

Local Government Reform Checklist			
Guiding principles	Are these elements in place at your organisation?		Explanatory comment
	Yes	No	
8. Effective management of natural resources			
○ Your local government, by itself or in partnership, has resource management plans to address changing environmental conditions.		No	
9. Optimal community of interest			
○ Your local government provides services and facilities to communities with a similar community of interest.	Yes		The Shire has one town site. As a rural based Council with some rural residential development, community of interest is cohesive.
10. Optimal service delivery to community			
○ Your local government has the capacity to improve / increase service delivery in response to community expectation and associated demand.	Yes		Growth will increase the rate base which can also be increased as rates are comparatively low.

Local Government Reform Checklist			
Guiding principles	Are these elements in place at your organisation?		Explanatory comment
	Yes	No	
11. Membership of an effective regional grouping			
○ Your local government is a member of a regional grouping of two or more local governments to plan and deliver services regionally.	Yes		Council is a member of the informally structured DVROC.
○ Indicate your regional grouping preference, identifying participating local governments.	Dryandra Voluntary ROC Shires of Pingelly, Cuballing, Narrogin, Wickepin	N/A	For reasons of the reform process the Town of Narrogin has been participating.
12. Previous Structural Reform			
○ Have you gained any benefits from structural reform measures taken with other local governments to date?		No	No reform measures undertaken to date except for minor resource sharing.
13. Conclusion			
○ After completing the checklist, are you of the view that amalgamation or any other type of structural reform is necessary for your local government?			Council holds the view that it is currently sustainable and reserves the right to comment on amalgamation until the August submission is completed.