



Minutes of the Ordinary Meeting of the Wandering Shire Council held in the Council Chamber on Thursday, 18 June 2009.

1. **DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS**

The Shire President Cr Bruce Dowsett declared the meeting open at 11.00am

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. K J Barge	Town Ward
Cr. C R Hardie	North Ward
Mr. G S Powell	Chief Executive Officer
Ms. R Hawkins	Deputy Chief Executive Officer

**Apologies**

Nil

3. **DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS**

Nil

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

Nil

5. **PUBLIC QUESTION TIME**

Nil

6. **APPLICATIONS FOR LEAVE OF ABSENCE**

***RESOLUTION 322:2008/09***

***Moved Cr Kerr seconded Cr McNeil***

***That Cr White be granted a leave of absence from the July Ordinary Meeting of Council.***

***Carried 7:0***

7 **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

7.1 **21 May 2009 Ordinary Meeting of Council.**

Minutes from the Ordinary Meeting of 21 May 2009 have been circulated to Elected Members with the Agenda.

**RECOMMENDATION**

**It is recommended that the Minutes of the Ordinary Council Meeting held on 21 May 2009 be confirmed.**

**Simple Majority Required**

**RESOLUTION 323:2008/2009**

**Moved Cr Price seconded Cr Hardie**

**That the Minutes of the Ordinary Council Meeting held on the 21 May 2009 be confirmed.**

**Carried 7:0**

**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 Cr Hardie at the Hotham Way Committee meeting.**

Cr Hardie attended the Hotham Way Committee meeting held on Tuesday, 16 June 2009. She advised the Committee will be producing 25,000 brochures at a cost of approximately \$10,000. Cr Hardie tabled the new brochure stating that businesses will be asked to contribute \$100 to place an advertisement.

**10.1.2 Attendance of Cr McNeil at the Hotham Catchment Landcare Committee meeting.**

Cr McNeil attended the meeting held on Monday, 15 June 2009 and reported that there was enough funding to keep the Land Care Officer employed until January 2010. There is no funding for any projects so time is being spent trying to establish where funding may be available. There will be no SWCC funding, however the Department of Agriculture have \$30m to be distributed but have not determined what the criteria will be. The Committee has offered the Land Care Officer a further six month contract which would end in December. He has not made a decision to date.

Cr Price questioned the value of continuing with the project as it has struggled in recent years. It was generally agreed that previous Land Care Officers would source funding and assist landowners to complete applications but this is not happening however probably due to no funding being available and the time that has elapsed between appointments.

The Next meeting will be held in August 2009.

**10.1.3 Cr Dowsett attended the farewell drinks for the Works Supervisor, David Carstairs**

Cr Dowsett presented David with a gold watch and thanked him for his many years of service.

**10.1.4 Attendance of Cr Dowsett and the Chief Executive Officer at the DVROC Local Government Reform meeting held at the Pingelly Shire Offices on Tuesday, 16 June 2009.**

The Chief Executive Officer tabled the "status quo" report as it relates to the Shire of Wandering and the Executive Summary.

The next steps will be to work out 3 scenarios (models) looking at the five rural Councils and the Town of Narrogin. These scenarios will be:

- 2 Councils – Wandering and Pingelly (but could be any two rural councils coming together);
- Amalgamating all 6 Councils;
- The Town of Narrogin and surrounding rural councils.

It is intended that once the report is finalised by the consultants, there will be a period of public consultation, followed by consideration by Councils and then a submission forwarded to the Minister by the end of August 2009.

The Minister continues to offer little comment on reform however he has mentioned that he is targeting governance costs.

**10.2 COMMITTEE REPORTS**

Nil.

**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.

<b>Date</b>	<b>Purpose</b>
12 June 2009	Transfer of Land Document – Lot 108 Dunmall

**RECOMMENDATION**

That Council endorses the action of the Shire President and the Chief Executive Officer in affixing the Common Seal to the documents listed above, in accordance with Resolution 239:2008/09.

**Simple Majority Required**

**RESOLUTION 324:2008/09**  
*Moved Cr Hardie seconded Cr White*  
 That Council endorses the action of the Shire President and the Chief Executive Officer in affixing the Common Seal to the documents listed above, in accordance with Resolution 239:2008/09.  
**Carried 7:0**

**10.3.1 Council Offices - Extension**

**FILE REFERENCE:** 2.1.7  
**DATE OF REPORT:** 9 June 2009  
**REPORT AUTHOR:** CEO  
**SENIOR OFFICER:** CEO  
**VOTING REQUIREMENTS:** Absolute Majority  
**ATTACHMENTS:** Nil

**BACKGROUND**

At its May Meeting, Council resolved to decline all tenders received for extensions and refurbishment of the Council Offices.

**COMMENT – GENERAL**

Subsequent to the May Meeting, contact was made with a Perth-based builder to determine whether the project was still feasible and to seek a revised quotation for the works and generally outlined in the tender specification.

A simplified quotation has been received and has been forwarded to Councillors under separate cover.

**STATUTORY IMPLICATIONS**

Local Government Act 1995 and Regulations as outlined hereunder.

**Division 2 – Tenders for providing goods or services (s. 3.57)**

*[Heading inserted in Gazette 2 Feb 2007 p. 245.]*

**11. Tenders to be invited for certain contracts**

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
  - (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act;
  - (b) the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA;
  - (ba) the local government intends to enter into a contract arrangement for the supply of goods or services where —
    - (i) the supplier is either —
      - (I) an individual whose last employer was the local government; or
      - (II) a group, partnership or company comprising at least 75% of persons whose last employer was that local government;
    - (ii) the contract —
      - (I) is the first contract of that nature with that individual or group; and
      - (II) is not to operate for more than 3 years;and
    - (iii) the goods or services are —
      - (I) goods or services of a type; or
      - (II) (in the opinion of the local government) substantially similar to, or closely related to, goods or services of a type, that were provided by the individual (or persons) whilst employed by the local government;
  - (c) within the last 6 months —
    - (i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications; or

- (ii) the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer;
- (d) the contract is to be entered into by auction after being expressly authorised by a resolution of the council of the local government;
- (e) the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government;
- (ea) the goods or services are to be supplied —
  - (i) in respect of an area of land that has been incorporated in a district as a result of an order made under section 2.1 of the Act changing the boundaries of the district; and
  - (ii) by a person who, on the commencement of the order referred to in subparagraph (i), has a contract to supply the same kind of goods or services to the local government of the district referred to in that subparagraph;
- (f) the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or
- (g) the goods to be supplied under the contract are —
  - (i) petrol or oil; or
  - (ii) any other liquid, or any gas, used for internal combustion engines.

*[Regulation 11 amended in Gazette 29 Apr 1997 p. 2145; 26 Jun 1998 p. 3447; 25 Feb 2000 p. 970-1; 29 Jun 2001 p. 3130; 31 Mar 2005 p. 1054-5; 2 Feb 2007 p. 245-6.]*

#### **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 financial implications arising from this Item which need to be considered as the tenders substantially exceeded the architect's estimate as does the revised quotation. Specific authorisation in the form of a Council Resolution will be required should Council wish to proceed with the project.

#### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications arising from this Item.

#### **RECOMMENDATION**

**That Council consider the confidential attachment and resolve by absolute majority whether it wishes to proceed with the project in a revised form.**

**Absolute Majority Required**

**RESOLUTION 325:2008/2009**

**Moved Cr Kerr seconded Cr Barge**

**That Chief Executive Officer be directed to liaise with the Architect to prepare an amendment to the plans and specifications and recall tenders.**

**Carried 7:0**

**RESOLUTION 326:2008/09**

**Moved Cr Kerr seconded Cr Hardie**

**That the meeting adjourn for lunch at 12:25pm.**

**Carried 7:0**

The meeting resumed at 2:10pm with all members present.

**10.3.2 Register of Standing Council Delegations**

**FILE REFERENCE:**

**DATE OF REPORT:** 9 June 2009

**REPORT AUTHOR:** CEO

**SENIOR OFFICER:** CEO

**VOTING REQUIREMENTS:** Absolute Majority

**ATTACHMENTS:** Delegations Register

**BACKGROUND**

The Local Government Act 1995 requires Council to annually review its delegations. A copy of the existing delegation is attached.

**COMMENT – GENERAL**

Staff have reviewed the register and offer the following comments:

1.Orders – That the CEO, DCEO and Works Supervisor be delegated authority to sign orders for goods and services within the constraints of the budget and as prescribed by Section 3.57 (tenders).

Delegated authority to engross legal documents in accordance with the Policy adopted by Council in November 2008 is required to be added to the Register:

15. Common Seal – That the CEO and Shire President be authorised to use the Common Seal of the Shire of Wandering in accordance with the Policy adopted in November 2008.

**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 the Register of Delegations as attached and as amended in the body of this Report be adopted and reviewed prior to the end of the 2009/10 financial year.**

**Absolute Majority Required**

**RESOLUTION 327:2008/2009**

**Moved Cr Hardie seconded Cr McNeil**

**That the Register of Delegations as attached and as amended in the body of this Report be adopted and reviewed prior to the end of the 2009/10 financial year.**

**Carried 7:0**

**10.3.3 Local Government Reform – BDO Kendall Report – Shire of Wandering**

**FILE REFERENCE:**

**DATE OF REPORT:** 10 June 2009

**REPORT AUTHOR:** CEO

**SENIOR OFFICER:** CEO

**VOTING REQUIREMENTS:** Simple Majority

**ATTACHMENTS:** Nil

**BACKGROUND**

At the last Council Meeting there was discussion on the local government reform process and the procedure leading to completion of a report to meet the Hon. Minister’s deadline of 30 August.

**COMMENT - GENERAL**

At a recent meeting of the Local Government reform committee with the Consultants, BDO Kendalls, a timetable was agreed for the completion of the submission to the Hon. Minister by the end of August, 2009. Information on the project timelines etc are available from the BDO website. Councillors wishing to access the site should contact the CEO.

The initial report on each Council is to be available on Monday 15 June and a meeting will be held on 16 June to consider the reports and to discuss the next steps in the process.

A copy of the report will be available at the Council Meeting and the Shire President and CEO will provide a verbal report on the meeting of the 16 June.

**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 the information be noted.**

**Simple Majority Required**

**RESOLUTION 328:2008/2009**  
**Moved Cr Hardie seconded Cr McNeil**  
**That the information be noted.**

**Carried 7:0**

**10.3.4 Fire Control Officers – Dual Registration – Shire of Pingelly**

**FILE REFERENCE:**

**DATE OF REPORT:** 10 June 2009

**REPORT AUTHOR:** CEO

**SENIOR OFFICER:** CEO

**VOTING REQUIREMENTS:** Simple Majority

**ATTACHMENTS:** Nil

**BACKGROUND**

The Shire of Pingelly has requested that the following Fire Control Officers be registered by the Shire of Wandering in the same capacity:

- Mark Watts
- Alan Parsons
- Graeme Watts
- Des Morrison
- Rodney Shaddick
- Neville Giles



**COMMENT – GENERAL**

Council is required by the Act to formally appoint Fire Control Officers. Gazettal of the Fire Break Order and Fire Control Officers and local advertising is yet to occur. Should Council resolve to appoint the above named, this can be included in the one advertisement. Other adjoining Councils have already advised names of dual registered FCO's.

**STATUTORY IMPLICATIONS**

Bush Fires Act 1954

**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 the above named Fire Control Officers be appointed as dual registered Fire Control Officers with the Shires of Pingelly and Wandering as requested by the Shire of Pingelly.**

**Simple Majority Required**

**RESOLUTION 329:2008/2009**

*Moved Cr White seconded Cr Barge*

*That the following Fire Control Officers be appointed as dual registered Fire Control Officers with the Shires of Pingelly and Wandering as requested by the Shire of Pingelly;*

*Mark Watts, Alan Parsons, Graeme Watts, Des Morrison, Rodney Shaddick and Neville Giles.*

*Carried 7:0*

**RESOLUTION 330:2008/2009**

*Moved Cr Kerr seconded Cr Barge*

*That the following Fire Control Officers be appointed as dual registered Fire Control Officers with the Shire of Wandering and the relevant Shires be advised of same;*

*Graeme Parsons and Richard Bostock – Shire of Pingelly*

*Bruce Penny – Shire of Cuballing*

*Peter Monk and Bruce Dowsett – Shire of Williams*

*Tim Hardie – Shire of Boddington.*

*Carried 7:0*

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

<b>FILE REFERENCE:</b>	10.1.16 Finance General
<b>DATE OF REPORT:</b>	12 June 2009
<b>REPORT AUTHOR:</b>	Deputy CEO
<b>SENIOR OFFICER:</b>	CEO
<b>VOTING REQUIREMENTS:</b>	Simple Majority
<b>ATTACHMENTS:</b>	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 19<sup>th</sup> 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 May 2009 total \$510,626. Approximately 88% of rates raised were paid by the due date of 2<sup>nd</sup> 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 May 2009 the total rates outstanding were \$13,881.29.

**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 May 2009 monthly financial report incorporating the Statement of Financial Activity and Budget vs Actual Variance Report.
2. Endorse the Accounts for Payment as presented in the attached Payment Listing.

**Simple Majority Required**

**RESOLUTION 331:2008/2009**  
**Moved Cr Price seconded Cr White**  
**That Council;**

1. Receive the May 2009 monthly financial report incorporating the Statement of Financial Activity and Budget vs Actual Variance Report.
2. Endorse the Accounts for Payment as presented in the attached Payment Listing.

**Carried 7:0**

**10.5      ENVIRONMENTAL HEALTH OFFICER'S/ BUILDING INSPECTOR'S REPORT**

**10.5.1      Environmental Health Officer's Report – June 2009**  
Nil.

**10.5.2      Building Inspector's Report – June 2009**  
Nil.

**11.      ELECTED MEMBERS' ROADWORKS REPORTS**

**11.1.1      Cr Kerr: Kubbine Road**  
Cr Kerr requested that Kubbine Road be graded to fix the potholes.

**11.1.2 Cr McNeil: North Wandering Road**

Cr McNeil commented that the culvert by Cornish’s on North Wandering Road is blocked. There is also a Manna Gum on the corner of North Wandering Road which needs cutting down.

Blue metal is stripping off the North Bannister Wandering Road and Cr McNeil requested that the matter be investigated.

**11.1.3 Cr White: Culverts Blocked**

Cr White advised that some of the culverts on Bannister Road are blocked. The Chief Executive Officer advised that there were a few culverts blocked throughout the Shire and the works crew will attend to this in the near future.

**12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

Nil

**14. QUESTIONS & DISCUSSIONS WITHOUT RESOLUTIONS**

**14.1.1 Public Conveniences – Watts Street**

The Chief Executive Officer advised that minor modifications have been made to the original plans for the public toilets at Watts Street to reduce costs along with savings by utilising the skills of the works crew. The total cost will be under \$100,000.

***RESOLUTION 332:2008/2009***

***Moved Cr Price seconded Cr McNeil***

***That the Chief Executive Officer prepare the necessary tender documents for the construction of the public conveniences at Watts Street in accordance with the original specifications.***

***Carried 5:2***

**14.1.2 Huntley Mine Site Tour**

The Chief Executive Officer was requested to obtain further details on the invitation to tour the mine site with a preference for a tour in early to mid August.

**15. INFORMATION BULLETIN**

**15.1.1 Land Fill Levy**

***RESOLUTION 333:2008/2009***

***Moved Cr Price seconded Cr Hardie***

***That the State Government be advised that Council strongly opposes the State Government’s recent 300% increase in the landfill levy because of the impact on metropolitan Council’s fees and charges and the likelihood that a precedent will be set and the levy will be extended to rural and regional Western Australia.***

***Carried 7:0***

**15.1.2 Septic Tanks – Dunmall Drive**

Cr Price requested an update on the status of the Septic Tanks in the Dunmall Drive subdivision.

**RESOLUTION 334:2008/2009**

**Moved Cr Price seconded Cr McNeil**

**That the Chief Executive Officer seek the assistance of the local Member of Parliament, Hon Terry Waldron for the inclusion of the Wandering town site in the sewerage infill programme.**

**Carried 7:0**

**15.1.3 Wandering Caravan Park**

**RESOLUTION 335:2008/2009**

**Moved Cr White seconded Cr McNeil**

**That provision be made in the 2009/2010 Draft Municipal Budget of \$10,000 to upgrade the caravan park to ensure compliance with the caravan park and camping grounds legislation as outlined below in the Information Bulletin.**

**Carried 7:0**

**15.1.4 Wandering Rubbish Tip**

It was agreed that a donation be made to the Wandering School of \$250 if the students undertake an ‘emu bob’ at the tip.

**15.1.5 Designated Fire Wood Area**

Cr Barge requested that a letter be written to DEC asking for a Designated Fire Wood Area to be provided and developed closer to Wandering.



# COUNCILLORS INFORMATION BULLETIN – June 2009

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  - 1.2. WALGA Issues Update
  
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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)**

Lot 22 O'Connell – relocation of 2<sup>nd</sup> building envelope with conditions.

1.2 **WALGA Issues Update****18 May 2009****HEADLINES**

- ◀ MEETING WITH MEMBERS OF PARLIAMENT – WA GRAIN FREIGHT RAIL NETWORK
- ◀ MEETING WITH COMMISSIONER OF THE DEPARTMENT OF CORRECTIVE SERVICES
- ◀ OPPORTUNITY FOR WHEATBELT COUNCILS
- ◀ WALGA REGIONAL EVENTS
- ◀ OFFICER TRAINING AND DEVELOPMENT UPDATE
- ◀ MISUSE OF ALCOHOL AND THE COST TO LOCAL GOVERNMENT - PILOT PROJECT
- ◀ LGIS WORKCARE AND LIABILITY SCHEMES RULES AMENDMENTS
- ◀ CHILD CARE SECTOR FORUMS 2009
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- ◀ INFO PAGE – DRAFT PLANNING GUIDELINES FOR PEDESTRIAN ACCESS WAYS
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**25 May 2009****HEADLINES**

- ◀ WALGA REGIONAL LUNCH EVENTS
- ◀ FEDERAL AND STATE GOVERNMENT BUDGETS
- ◀ 300 PER CENT INCREASE IN LANDFILL LEVY PROPOSED
- ◀ EMERGENCY SERVICES LEVY (ESL) – DECLARATION OF RELEVANT DAY
- ◀ OPPORTUNITY FOR WHEATBELT COUNCILS
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- ◀ WALGA REGIONAL LUNCH REGISTRATION FORM
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- ◀ INVITATION TO THE 2009 GOVERNOR'S PRAYER BREAKFAST
- ◀ ECONOMIC BRIEFING – MAY 2009 BUDGET EDITION
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- ◀ INFO PAGE – GRAIN RAIL INFRASTRUCTURE UPDATE

**8 June 2009****HEADLINES**

- ◀ MEETING WITH MINISTER FARAGHER: LANDFILL LEVY
- ◀ GRAIN FREIGHT NETWORK UPDATE

- ◄ CREATING NEW FUTURES THROUGH COMMUNITY CENTRED ECONOMIES
- ◄ WALGA REGIONAL LUNCH EVENT
- ◄ HARMONISATION OF DISABILITY PARKING PERMIT SCHEMES IN AUSTRALIA
- ◄ OPPORTUNITY FOR WHEATBELT COUNCILS
- ◄ INFRASTRUCTURE PROGRAM SUCCESS
- ◄ CAPTIVATE TOOLKIT – INCLUSIVE RECREATION FOR ALL
- ◄ SGFLEET INTRODUCES MICHAEL WALSH

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- ◄ TRAINING AND DEVELOPMENT QUARTERLY CALENDAR JULY-SEPTEMBER 2009

**1 June 2009**

**HEADLINES**

- ◄ WALGA REGIONAL LUNCH EVENTS
- ◄ WALGA PANDEMIC MANAGEMENT PLAN
- ◄ AUSTRALIAN COUNCIL OF LOCAL GOVERNMENT
- ◄ SUBMISSIONS OF MOTIONS AND VOTING REGISTRATION – WALGA AGM
- ◄ USED OIL COLLECTION REBATE SCHEME
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- ◄ FREE ELECTRONIC WASTE RECYCLING EVENT
- ◄ CTM – CORPORATE TRAVEL MANAGEMENT

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- ◄ REVIEW OF TOWN PLANNING REGULATIONS 1967 AND MODEL SCHEME TEXT DISCUSSION PAPER
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- ◄ REVIEW OF CURRENT STATE LOCAL GOVERNMENT PUBLIC LIBRARY SERVICE FRAMEWORK AGREEMENT
- ◄ INFO PAGE – BUILDING EDUCATION REVOLUTION

**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**

**Septic Tank Approvals**

<b>APPROVAL NUMBER</b>	<b>OWNER</b>	<b>ADDRESS</b>
13/09	D and E Pullen	Loc 27267 Noombling Norrine Rd
14/09	M Cornish	Loc 19735 Nth Wandering Rd
15/09	G and A Hardie	Lo5391 Noombling Norrine Rd

Septic Tank inspections carried out at M Cornish property and at the property of K Hayes at lot 105 Dunmall Drive.

**Food Premises Inspections**

Nil



**Other Environmental Health Matters**

Due to the apparent failure of the septic system at Lot 105 Dunmall Drive and the possibility that the system at lot 102 Dunmall Drive is not containing the effluent within the property boundary, it is being considered that all septic systems within this estate will be required to be one that treats the effluent to a higher standard than the normal septic system.

This will have a two - fold effect in that the effluent will be better able to be contained within the property boundaries and if it should escape, it will not have the same health or environmental consequences.

2.2 **Building Surveyor**

**Building Inspections**

Carried out periodically at premises issued with a building permit.

**Building Approvals**

Building Permits have been issued as follows:

DATE	LICENSE NUMBER	OWNER	ADDRESS	TYPE	VALUE
	17	G and A Hardie	799 Noombling Norrine Rd	Transportable House	\$130,000
	18	Papadopolous/Naisbitt	Lot 103 O'Connell Rd	Colorbond Shed	\$15,000
	19	I and K Price	Lot 1 Pollard Rd	Colorbond Shed	\$18,000

**General Matters**

A report on the caravan park as to its compliance is attached for information:

Wandering Caravan Park

Inspected on 5 March 2009

The caravan park has been in existence for a considerable period of time and does not comply with the regulations (Caravan Parks and Camping Grounds Regulations 1997) in a number of areas.

A list of the general requirements follows:

REGULATION	REQUIREMENT	COMPLIES/DOES NOT COMPLY
17	Designated car park 1/20 bays Minimum of 4 car park bays	Does not comply No designated car park
18	1/10 <sup>th</sup> of the site to be recreational area	Does not comply No rec. area. (Oval adjacent)
24	Showers to contain: Area for dressing Lockable door Seat Hot running water Adequate ventilation	Does not comply Provided No lockable door Provided Provided Provided
25	Babies bath to be supplied: 45l capacity Stainless steel Drain plug .45m of waterproof bench Mixing taps Wheel chair accessible.	Does not comply. No baby bath or bench provided.
26	Hand basin requirements:	Does not comply

	Drain plug Hot and cold running water Towel rail and hooks nearby Mirror and shelving	None provided No hot water to basins Provided Mirrors provided, no shelves
27	Power points: At least one to be wheelchair accessible	Does comply One power point wheelchair accessible
28	Toilet doors to open outwards or be readily removed.	Does comply Open inwards but readily removed (lift off hinges)
29	Napkin disposal facility.	Does not comply. None provided.
30	Laundry facilities: Washing machine with hot & cold water Trough 0.3 m2 of ironing bench Electric drier or 60m clothes line Slop hopper	Does not comply Provided  Provided None Provided One rotary clothes line (length unknown) Not provided
31	Washing up facilities for campers: 1trough/20 camp sites Trough to be stainless steel 45 litres capacity Hot and cold water 0.5m2 waterproof bench	Does not comply No washing up facilities provided.
32	Ablution block to be lit at night 100 lumens (160 lumens for laundries) Grounds to be lit at night	Unknown  Unknown
33	Fire fighting equipment: Fire hose reel Fire extinguisher	Does not comply <b><u>Provided but locked</u></b> Provided
34	Fire fighting equipment: Accessible and ready at all times	Does not comply Fire hose reel locked
35	Electricity supply: All site to be supplied unless exempted by Shire	Unknown. No sites identified
42	Water Supply: Each site to be supplied with water supply	Unknown. No sites identified
46	Waste water disposal: Each site to be within 10m of sullage waste water dump point	Does not comply No sullage points
47	Chemical dump point: To be a communal chemical soil waste dump point	Does not comply No chemical waste point
49	Rubbish bin of min. 80l at site	Does comply

	Bins to be vermin and water proof	Bin and recycling bin provided
50	Telephone to be available at all times unless exempted by Shire	Does not comply No phone provided
52	Fires to be lit only in a place set aside for that purpose	Unknown

The caravan park does not have a high usage however the regulations set down minimum requirements and these should be adhered to whether it is a high usage park or not.

Some of the sections that don't comply are insignificant (car parking arrangements, recreational facilities) whereas some like hot water to hand basins, locks for privacy, napkin disposal facilities, sullage points or a slop hopper and accessible fire hose reel would be considered a necessity.

In addition it was noted that there is no mosquito proof cowl on top of the vent which could lead to mosquito breeding and the gutters were rusted out.

I am unsure why the fire hose reel is locked however if a fire was to break out in a van and there was no way to put it out because it was locked there could be huge implications.

One of the external power points (for caravan connection) did not have a weather proof cover over it which could be dangerous if it was inclement weather.

Having said all that the facility was very clean and tidy although dated.

3. **STAFF**

3.1 **Leave and Overtime Report – May/June 2009.**

Leave taken for months of May and June are as follows:

<b>LEAVE TYPE</b>	<b>HOURS</b>
Annual Leave	50.5 hours
Sick Leave	44.5 hours
Bereavement Leave	Nil hours
Long Service Leave	Nil hours
Leave Without Pay	23.5 hours
Overtime	1 hours

4. **WORKS REPORT – May/June 2009**

4.2 **Construction**

Construction program has been completed for the year with the only works not completed being part reconstruction of Watts Street. This will be undertaken as part of the 2009/10 program.

4.3 **Maintenance**

Reformation has been completed on Moramocking, Reid, Black Boy Gully, O'Connell, Wandoo, Dwarda East, 14 Mile Brook and Watts Roads and is progressing on Noombling Norrine.

Regrowth clearing has been completed on Dwarda - Crossman and is underway on Ricks Road.

**Bitumen patching**

Patching has been commenced on North Bannister – Wandering and completed on Wandering – Pingelly Roads.

**Maintenance Grade**

Winter grading program is now underway.

**Signs**

Nil

**Depot**

Minor works undertaken around new building.

**Town**

Nil

**Next Jobs**

Winter grading program will proceed

Clearing on Watts Road

Gravel resheeting on 14 Mile Brook and Noombling Norrine Roads

Spraying program will proceed

4.4 **Private Works**

Nil

4.5 **Fuel Quotes (11.1.1)**

**Diesel**

Caltex	\$1.2122
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Great Southern Fuel Supplies	\$1.2238
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Fuel Distributors of WA	\$1.2374
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An order for 4500 litres was issued to Caltex

4.6 **Traffic Counts**

No traffic counts have been undertaken

4.7 **Roadwork's Requests Received**

No requests have been received

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

Not known. Will be reviewed.

5. **PLANT REPORT**

5.1 **Caterpillar 12H 3306 6NC25698 Grader** – WD.483 – G1 – 6229hrs (97 hrs for month)

5.2 **Caterpillar 120M Grader** – WD.300 – G2 – 279hrs (73 hrs for month)

5.3 **Isuzu FVZ1400 Tandem Axle Truck** – WD.458 – T1 – 27773km (728kms for month)

5.4 **Isuzu FVZ1400 Tandem Axle Truck** – WD.355 – T2 – 12426km (747kms for month)

5.5 **Mitsubishi FE649EWSRFAA Crew Cab Truck** – WD.6 – 132870km (2160kms for month)

5.6 **Caterpillar 924G Loader** – WD.118 – L1 – 1030hrs (79hrs for month)

5.7 **John Deere 6510 Tractor** – WD.229 – TC1 – 3506 (11hrs for month)

5.8 **Volvo SP Roller** – WD.182 – RL2 – 86hrs (40hrs for month)

5.9 **Caterpillar CS-563E Roller (Serial No ASA00505)** – WD.219 – RL4 – 839hrs (11hrs for month)

5.10 **Caprice Sedan** – 0.WD – 12200kms

5.11 **Toyota Hilux 3.0D LN167R 4 x 4 Utility** – WD.487 – 185104kms (2560kms for month)

5.12 **Isuzu FSS Wandering Town 2.4B Fire Truck** – 1CPF913 – 1698 km (0kms for month)

5.13 **Isuzu FSS500 Fire Truck (VIN J202129)** – WD.475- 81515km (0kms for month)

5.14 **Hustler Mini Z Zero Turn Mower (Serial No 7070336)** - 117 hrs (6 hrs for month)

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

**6. OUTWARD CORRESPONDENCE**

<b>Date</b>	<b>Addressee</b>	<b>Subject</b>
18/05/09	OPUS	Annual Bridge Maintenance Inspections
18/05/09	Taskers	Shades and Flagpole
18/05/09	Hotham Catchment Landcare Committee	Funding Statement
18/05/09	Joshua Thomson	Application for Finance Officer position
19/05/09	Landgate	2009 General Valuation
19/05/09	Dept of Local Governments & Regional Development	Royalties for Regions-Country Local Government Fund
19/05/09	20.20 Pty Ltd	Recent Activities of 20*20
19/05/09	WALGA	Graders Towing Trailers in remote Areas
19/05/09	WALGA	Planning Bulletin 57/2009
19/05/09	WALGA	National Broadband Network
19/05/09	WALGA	Councils Urged to Support Local Shops
19/05/09	WALGA	Issue #19.09
20/05/09	CBH Group	Deed of agreement CBH and Shire
20/05/09	Ian and Katherine Price	Building documents for proposed shed
20/05/09	Gray & Lewis	Amendment 3 Documents for Execution
25/05/09	WALGA	State Council Agenda
25/05/09	WA Planning Commission	Preparation of Ag Wheatbelt Regional Strategy
25/05/09	Shire of Brookton	Central Country Zone Golf Day 2009
25/05/09	FESA	Emergency Services
25.05.09	Gray & Lewis	Pennington Road
29/05/09	Dept of Sport and Rec	Annual Client Survey 2009
29/05/09	LGMA	LGMA Council Corporate Membership 09/10
02/06/09	Dept for Planning and Infrastructure	Month of April
02/06/09	Dept of Water	Old Pumphreys Bridge
02/06/09	Disability Services Commission	Review of the Disability Service Act 19930
02/06/09	WALGA	Western Councillor Issue #28
02/06/09	Greg Ryan	Building Application
05/06/09	Dept for Planning and Infrastructure	Advice of Electronic Trust
05/06/09	Combined Property Settlements	Lot 108 Dunmall Street Wandering
05/06/09	Australian Local Government Association	Business Papers
05/06/09	Small Business Centre	Funding Proposal
05/06/09	Builders Registration Board	Certificate 10 Mellows Street Wandering
08/06/09	BCITF	RE: Amendments to the Building
08/06/09	FESA	Building Plans- Assessment by FESA
08/06/09	Main Roads WA	Invoice Arrangements
08/06/09	Dawsons Funeral Home	Request for Grave Preparation
09/06/09	WALGA	Issue #22.09
09/06/09	Gov of WA Sport and Rec	Client Management System
09/06/09	Australian Local Government Association	Invitation to National General Assembly
09/06/09	Minister local Government	Local Government Reform- Update
10/06/09	State Library of WA	State Library Courier Service
11/06/09	Celebrate WA	WA Week 19-25 Oct 2009
11/06/09	WALGA	The Reform Report
11/06/09	Australia Post	Armed Robbery Alert
11/06/09	FESA	2009 Firefighter Award
11/06/09	Minister for Child Protection	National Volunteer Week
11/06/09	Dept Local Gov and Regional Development	Country Local Government Fund
11/06/09	Gov of WA Dept of Indigenous Affairs	Reconciliation Action Plans
12/06/09	Westrac	Iron and Soot Lab Results
12/06/09	Daniel and Juliet Young	Application for Planning Approval
12/06/09	WA Local Gov Grant Commission	2009/10 Financial Assistance Grants

12/06/09	FESA	Primary and incidents report
12/06/09	Disability Services Commission	Inclusion Plan Reporting
12/06/09	Dept Sport and Rec	Community Sporting and Recreation Fund
12/06/09	Dept Planning and infrastructure	Licence and Third Party Insurance Label

**16. MEETING CLOSURE**

There being no further business, the Chairman closed the meeting at 4:25 pm.

**These Minutes were confirmed by Council at the Ordinary Council Meeting on 16 July 2009.**

**CR B E DOWSETT, Chairman**