



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

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

The Shire President Cr Bruce Dowsett declared the meeting open at 11.11am

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. 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

Leave of Absence

Cr White

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**

7. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

7.1 **18 June 2009 Ordinary Meeting of Council.**

Minutes from the Ordinary Meeting of 18 June 2009 have been circulated to Elected Members with the Agenda.

RECOMMENDATION

It is recommended that the Minutes of the Ordinary Council Meeting held on 18 June 2009 be confirmed.

Simple Majority Required

RESOLUTION 336:2008/2009*Moved Cr Hardie seconded Cr Kerr**That the Minutes of the Ordinary Council Meeting held on the 18 June 2009 be confirmed subject to those attending being amended to include Cr White.**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 Cr Barge at the Men's Shed meeting held in Pingelly**

Cr Barge attended a meeting to discuss the establishment of a Men's Shed. He advised it was well attended considering the very little promotion it had received. Cr Barge advised he will be attending a Conference in Mukinbudin in September.

10.1.2 Attendance of Cr Dowsett at the Lions Changeover Dinner

Cr Dowsett attended the Lions Changeover Dinner at the Wandering Brook Estate.

10.1.3 Attendance of Cr Dowsett , Cr Hardie and the Chief Executive Officer at the Workshop to Discuss Amalgamations held in Cuballing

Cr Hardie advised that they attended a meeting in Cuballing with representatives from WALGA and the Local Government Department to discuss potential amalgamations. Representatives from Boddington, Williams, Wandering, Pingelly, Cuballing, Wickepin and Narrogin Shire attended with the Narrogin Town attending a later meeting. The general consensus remains that no Councils are willing to enter into voluntary amalgamation.

10.1.4 Meeting between the Shire President and Chief Executive Officer of the Shire of Serpentine-Jarrahdale and Cr Dowsett and the Chief Executive Officer

Cr Dowsett and the Chief Executive Officer met with representatives of the Shire of Serpentine Jarrahdale to discuss amalgamation options mainly to satisfy compliance with the Minister's requirement to consult with neighbouring Councils. There is no intention to voluntarily amalgamate with the Shire of Serpentine-Jarrahdale although Council may be requested to give consideration to them acquiring a portion of land at the north western corner of the Shire abutting the boundary of the Shire of Serpentine Jarrahdale and adjacent to Albany Highway.

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.

Date	Purpose
13 July 2009	Contract – Construction of Watts St Ablution Facility

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 337:2008/09

Moved Cr Hardie seconded Cr Barge

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 6:0

10.3.1 Pumphrey's Bridge Reserve – Use by Noongar Community

FILE REFERENCE: 24.1.3/1.5.2
DATE OF REPORT: 24 June, 2009
REPORT AUTHOR: CEO
SENIOR OFFICER: CEO
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Nil

BACKGROUND

The CEO met with Noongar representatives on-site at Pumphrey's Bridge some months ago at which it was indicated that the group wished to use the area on an on-going basis and foreshadowed a meeting in the future to discuss details.

COMMENT – GENERAL

The CEO met with representatives and South West Aboriginal Land and Sea Council staff on 23 June, 2009. Community representatives headed by Mr Jock Abraham advised that they wished to use the Pumphrey's Bridge area on Saturday 10th October, 2009 for a 'back to country' day which will also involve the sale of food etc and aboriginal handicrafts. It is anticipated that approximately 100 people will attend on the day with approximately 20 people staying overnight. Security will be provided. The event will be advertised and all local residents will be welcome.

The group sought to advise Council of its intentions, seek some assistance from Council and to advise of the long term intentions for the area.

The group will provide transportable toilets for the day to supplement those existing, their own water supply and power generation equipment. They have sought Council assistance with rubbish bins and litter removal. Drums can be provided with a skip bin to remove bulk rubbish. Council's contractor could provide the bin and empty it.

Into the future, the group wishes to use the area on a more frequent basis for similar events. It wishes to locate a plaque at the entrance to the Reserve identifying the site as one of significance and listing families with a connection to the area. The final location and design of the plaque and its mountings are still under consideration.

It is also considering building a campers kitchen and has a long term vision of providing chalet accommodation. This will be subject to providing power to the site and an adequate water supply as well as amending the purpose of the Reserve. Funding will also need to be obtained. Council assistance in sharing the cost of a power connection to the site may be sought in the future.

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 social implications arising from this Item for the Noongar community.

FINANCIAL IMPLICATIONS

There are minor financial implications arising from this Item should Council wish to provide litter removal for the event.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

- 1. That Council provide rubbish bins and a skip bin at its cost for the community event to be held on 10th October, 2009**
- 2. That the future intentions of the Noongar community for the Pumphrey's Bridge Reserve be noted.**

Simple Majority Required

RESOLUTION 338:2009/10

Moved Cr McNeil seconded Cr Hardie

- 1. That Council provide rubbish bins and a skip bin at its cost for the community event to be held on 10th October, 2009**
- 2. That the future intentions of the Noongar community for the Pumphrey's Bridge Reserve be noted.**

Carried 6:0

10.3.2 Roads 2025 – Significant Road Network Review

FILE REFERENCE:	12.1.2
DATE OF REPORT:	25 June 2009
REPORT AUTHOR:	CEO
SENIOR OFFICER:	CEO
VOTING REQUIREMENTS:	Simple Majority
ATTACHMENTS:	Map

BACKGROUND

The significant road network is reviewed annually. Main Roads WA is seeking comment from Council by 4 September should it wish to amend the list of roads within its jurisdiction.

COMMENT – GENERAL

A copy of the map outlining all roads within MRWA regional area is attached. At its 2008 review, no amendments were made and activities since would not indicate that any change is warranted at this time.

However, Council should maintain a 'watching brief' over the situation to ensure that any changes to grain freight arrangements are taken into consideration when further reviews are undertaken.

What does remain of concern is the funding available to maintain the network. Funding is currently allocated to the North Bannister-Wandering Road leaving little if any funding available to maintain let alone extend the sealed road network. An increasing number of complaints are being received about the condition of unsealed roads, particularly 14 Mile Brook and York-Williams, as they are being used by heavy transport.

Little can be done at this stage apart from taking the opportunity to lobby for additional funding at every opportunity.

STATUTORY IMPLICATIONS

Local Government Act 1995.

STRATEGIC IMPLICATIONS

There are no strategic implications arising from this Item at this time.

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 MRWA be advised that Council does not wish to alter its Significant Road Network at this time.

Simple Majority Required

RESOLUTION 339:2009/10

Moved Cr Hardie seconded Cr Barge

That MRWA be advised that Council does not wish to alter its Significant Road Network at this time.

Carried 6:0

RESOLUTION 340:2009/10

Moved Cr Kerr seconded Cr Barge

That the meeting adjourn for lunch at 12:20pm.

Carried 6:0

The meeting resumed at 2:20pm with all members except Cr Barge present.

10.3.3 Permission to Collect Native Seed

FILE REFERENCE:	20.1.1
DATE OF REPORT:	25 June 2009
REPORT AUTHOR:	CEO
SENIOR OFFICER:	CEO
VOTING REQUIREMENTS:	Simple Majority
ATTACHMENTS:	Nil

BACKGROUND

Greening Australia seeks permission to collect seed from land vested in the management authority of the Shire of Wandering for a 12 month period from 1 July, 2009.

All staff are trained and licensed under the Wildlife Conservation Act, 1950.

COMMENT – GENERAL

At its August 2008 meeting, Council resolved to allow a private company to collect seeds but only from road reserves and not other Reserves under Council control and management. The company was looking for a specific species whereas Greening Australia wishes to collect native seed for revegetation projects across the region. It can be argued that its activities would be broader in nature and hence would not detrimentally affect one species, thus approval to collect seed from all Reserves could be considered.

STATUTORY IMPLICATIONS

Local Government Act 1995.
Wildlife Conservation Act 1950

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 grant approval to Greening Australia to harvest seed from Council controlled Reserves for a 12 month period commencing 1 July 2009 subject to harvesting complying with any conditions that may be imposed by the Department of Conservation and Environment.

Simple Majority Required

RESOLUTION 340:2009/10

Moved Cr McNeil seconded Cr Hardie

That Council grant approval to Greening Australia to harvest seed from Council controlled Reserves for a 12 month period commencing 1 July 2009 subject to harvesting complying with any conditions that may be imposed by the Department of Conservation and Environment.

Carried 5:0

Cr Barge resumed the meeting at 2.27pm

The CEO advised that an email had been recently received from Mr Peter Denton of Pingelly seeking approval to collect seed from Council reserves.

RESOLUTION 341:2009/10

Moved Cr McNeil seconded Cr Hardie

That approval be granted to Mr Peter Denton to collect native seed from Council road reserves only subject to compliance with the relevant legislation and Department of Conservation guidelines.

Carried 5:0

10.3.4 Planning Fees – From 1 July 2009

FILE REFERENCE:	28.1.1
DATE OF REPORT:	26 June 2009
REPORT AUTHOR:	CEO
SENIOR OFFICER:	CEO
VOTING REQUIREMENTS:	Absolute Majority
ATTACHMENTS:	List of fees - extract from the <i>Planning and Development Regulations 2009</i> .

BACKGROUND

The *Town Planning (Local Government Planning Fees) Regulations 2000* previously provided the regulatory framework for local government fees and charges for planning services and include details of the fees to be levied. The Shire previously adopted fees generally as per the regulations.

These regulations have now been consolidated into the *Planning and Development Regulations 2009*. The fees have been increased by the Consumer Price Index (CPI) rate of 4.2% and the new fees are effective from 1 July 2009.

The Regulations provided fees for a range of planning applications including;

- development applications;
- extractive industry;
- subdivision clearances;
- local planning scheme amendments;
- adoption of structure plans;
- home occupations;
- change of use;
- zoning certificates;
- property settlement questionnaire;
- questionnaires; and
- written planning advice.

It is important to note that the fees under the new Regulations are **maximums** and that Council can choose to adopt a lesser fee or no fee at all for some services.

COMMENT – GENERAL

The majority of fees outlined in the Regulations are clear and easy to administer.

It is recommended that the schedule of fees contained within the *Planning and Development Regulations 2009* be adopted however an issue for discussion is highlighted below;

- ***Town Planning Scheme Amendments***

The only fee which is more difficult to administer is for town planning scheme amendments. Fees can only be charged where the amendment has been initiated by an applicant.

The Regulations include a table listing the 'tasks' associated with processing a scheme amendment (refer Part 2 of the attachment). The table is used to calculate scheme amendment fees based on hourly rates for different officers and the time spent on each 'task'.

This system of calculating Scheme Amendment Fees is cumbersome especially as some 'tasks' are completed by Gray & Lewis, and other 'tasks' are completed by Shire staff (eg. advertising).

For ease of administration some Shires still charge a 'flat fee' for all scheme amendments, however technically the list of tasks / timesheet is still to be made available to applicants on request. Therefore the tasklist is required to be maintained in order to comply with the regulations.

The Shire has previously charged a flat fee for scheme amendments for ease of administration, however Gray & Lewis is concerned that;

- Some scheme amendments pose a significant cost to the Shire where it involves ongoing applicant discussions.
- Each scheme amendment varies in complexity and a flat fee does not recognise this. Assessment times for each amendment vary significantly.

Whilst a 'flat fee' is less administrative, it is recommended that Council charge amendment fees based on hourly rates – especially as records have to be kept on scheme amendments anyway in order to comply with the regulations. The use of the hourly rate maximises the Shires cost recovery, and ensures that there are higher fees for those amendments which involve a greater level of assessment.

The following is recommended;

1. An initial \$3000.00 fee be charged on lodgement of any formal scheme amendment request. This would not be a flat fee and the total fee will be based on the hourly rates.
2. Gray & Lewis is to co-ordinate and keep records on each scheme amendment. Once the \$3000.00 is used, additional invoices will be sent to the applicant for payment through the Shire.
3. If the amendment is not initiated by the Shire then a portion of the \$3000.00 fee can be refunded to the applicant (as per the regulations).
4. The regulations allow a maximum rate of \$79.00 per hour to be charged for 'Director/City/Shire Planner'. It is recommended that this maximum rate be charged for all planning assessment work completed by Gray & Lewis and any meetings/ discussions by the Chief Executive Officer.
5. Additional advertising costs should also be charged to the applicant. In addition to application fees, the *Regulations* provide local governments with the discretion to charge applicants for costs and expenses associated with advertising.

STATUTORY IMPLICATIONS

- *Local Government Act 1995*

Section 6.16 of the Local Government Act covers the imposition of fees and charges and Section 6.17 covers setting the level of fees and charges.

- *Planning and Development Regulations 2009*

The Regulations limit the maximum fees that can be charged for planning applications and services. Councils can resolve to charge a lesser fee or no fee.

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

Council will generate revenue from all fees. The level of income being budgeted as a result of these fees and charges will be reflected in the Annual Budget.

It should be noted that planning fees are exempt from GST, and this is explained in the WAPC Planning Bulletin 93/2009.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

That Council:

- (i) **Adopt the revised fee schedule in accordance with the *Planning and Development Regulations 2009*.**
- (ii) **For scheme amendments require;**
 - **Payment of an initial \$3000.00 fee for all scheme amendment requests prior to referral of a report to Council.**
 - **All fees to be based on the maximum rate of \$79.00 per hour to be charged for 'Director/City/Shire Planner' for all planning assessment work completed by Gray & Lewis and any meetings/ discussions by the Chief Executive Officer.**
 - **Gray & Lewis to keep records of all costs associated with the processing of a scheme amendment (including time spent by administrative officers) and co-ordinate the issue of invoices once the initial \$3000.00 is utilised.**
 - **All applicants to pay for associated advertising costs of scheme amendments (eg notices in the paper).****Include the schedule of fees and charges in the Annual Budget.**
- (iii) **Pursuant to Section 6.19 of the Local Government Act 1995, public notice be given of the revised planning fees to apply from 30 July 2009.**
- (iv) **Gray & Lewis and Council Officers to record all time spent on the tasks for a Local Planning Scheme Amendment.**

Absolute Majority Required

RESOLUTION 342:2009/10**Moved Cr Hardie seconded Cr Barge****That Council:**

- (i) Adopt the revised fee schedule in accordance with the *Planning and Development Regulations 2009*.
- (ii) For scheme amendments require;
 - Payment of an initial \$3000.00 fee for all scheme amendment requests prior to referral of a report to Council.
 - All fees to be based on the maximum rate of \$79.00 per hour to be charged for 'Director/City/Shire Planner' for all planning assessment work completed by Gray & Lewis and any meetings/discussions by the Chief Executive Officer.
 - Gray & Lewis to keep records of all costs associated with the processing of a scheme amendment (including time spent by administrative officers) and co-ordinate the issue of invoices once the initial \$3000.00 is utilised.
 - All applicants to pay for associated advertising costs of scheme amendments (eg notices in the paper).
Include the schedule of fees and charges in the Annual Budget.
- (iii) Pursuant to Section 6.19 of the Local Government Act 1995, public notice be given of the revised planning fees to apply from 30 July 2009.
- (iv) Gray & Lewis and Council Officers to record all time spent on the tasks for a Local Planning Scheme Amendment.

*Carried 6:0***10.3.5 Performance Appraisal – Chief Executive Officer and Deputy Chief Executive Officer**

FILE REFERENCE:	1.1.22
DATE OF REPORT:	29 June 2009
REPORT AUTHOR:	CEO
SENIOR OFFICER:	CEO
VOTING REQUIREMENTS:	Simple Majority
ATTACHMENTS:	Nil

BACKGROUND

The CEO commenced duties with the Shire in late July, 2008.

Section 5.38 of the Local Government Act requires that the performance of senior employees is reviewed at least once annually.

COMMENT – GENERAL

In order to meet its obligations under the legislation, Council is required to undertake an appraisal process. It is suggested that the review take place either prior to a Council meeting or, if Council prefers, at a separate specified time.

In the case of the Deputy CEO, her appraisal is undertaken by the CEO but any amendments to salary and conditions are endorsed by Council. Her anniversary date is in August and the appraisal will be undertaken some time during that month. The CEO would welcome an opportunity to discuss the process prior to undertaking the review.

STATUTORY IMPLICATIONS

Local Government Act 1995.

STRATEGIC IMPLICATIONS

There are no strategic implications arising from this Item.

PUBLIC CONSULTATION

No public consultation is required 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 in the context of budget provision.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

1. That Council make arrangements suitable to it to undertake a review of the performance of the Chief Executive Officer and Deputy Chief Executive Officer.

Simple Majority Required

RESOLUTION 343:2009/10

Moved Cr McNeil seconded Cr Hardie

1. That Council undertake a review of the performance of the Chief Executive Officer prior to the meeting to adopt the 2009/10 Municipal Budget.

Carried 6:0

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: 15 July 2009
REPORT AUTHOR: Deputy CEO
SENIOR OFFICER: CEO
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Accounts for Payment

Statement of Financial Activity and Budget vs Actual Variance Report will be emailed/faxed/delivered prior to the Council Meeting.

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

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 30 June 2009 total \$510,916. 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 30 June 2009 the total rates outstanding were \$13,815.68.

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 June 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 344:2009/10

Moved Cr Price seconded Cr McNeil

That Council;

- 1. Receive the June 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 6:0

10.4.2 Budget – 2009/2010

FILE REFERENCE: 10.1.4
DATE OF REPORT: 10 July 2009
REPORT AUTHOR: CEO
SENIOR OFFICER: CEO
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Nil

BACKGROUND

Nil

COMMENT – GENERAL

It had been anticipated that a draft budget document may have been available for distribution with the agenda. This has not been possible for a number of reasons but it is anticipated that a document will be available early next week which will be sent to Councillors prior to the meeting.

It is proposed that consideration be given to the draft with direction being given to Staff to allow a final document to be prepared within the next week or so. Council may wish to give consideration to calling a Special Meeting to adopt the budget.

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

The budget will provide the financial direction for Council for the forthcoming 12 months.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

1. That Council consider the Draft 2009/2010 Budget and provide direction to Staff to allow the document to be finalised.
2. That Council nominate a date on which to hold a Special Meeting of Council to adopt the budget for the 2009/2010 financial year.

Simple Majority Required

RESOLUTION 345:2009/10

Moved Cr McNeil seconded Cr Kerr

That Council;

1. *Consider the Draft 2009/2010 Budget and provide direction to Staff to allow the document to be finalised.*
2. *That Council hold a Special Meeting of Council on Wednesday, 29th July 2009 at 6:00pm to adopt the budget for the 2009/2010 financial year.*

Carried 6:0

10.5 ENVIRONMENTAL HEALTH OFFICER'S/ BUILDING INSPECTOR'S REPORT**10.5.1 Environmental Health Officer's Report – July 2009**

Nil.

10.5.2 Building Inspector's Report – July 2009

Nil.

11. ELECTED MEMBERS' ROADWORKS REPORTS**11.1.1 Cr Kerr – Kubbine Road**

Cr Kerr requested that the Kubbine Road be graded urgently.

11.1.2 Cr Price – Graham's Crossing

Cr Price stated he had inspected the Graham's Crossing and was happy it had been repaired to the required standard.

11.1.3 Cr Price – Codjatotine-Hastings

Cr Price expressed his concern regarding the potholes on the Codjatotine-Hastings Road.

11.1.4 Cr McNeil – Moramocking Road Sign

Cr McNeil said the sign near Geoff Watt's paddock is facing the wrong way.

11.1.5 Cr McNeil – Edwards Road

Cr McNeil advised he had received a telephone call from Barry Edwards advising that Edwards Road was badly potholed.

11.1.6 Cr McNeil – Signs Needing Repair

Cr McNeil advised there were some signs near Pingelly Road that needing refixing.

11.1.7 Cr McNeil – North Wandering Road, Culverts

Cr McNeil was concerned the North Wandering Road culverts had not been repaired as yet. The Chief Executive Officer advised the works crew had been working in this area in the past few days.

11.1.8 Cr McNeil – Old Depot Dam

Cr McNeil said the old dam needs fill as it is holding some water.

11.1.9 Cr McNeil – Parking in the Depot Yard

Cr McNeil questioned whether we can create a designated parking area in the Depot Yard to make access to the Standpipe easier. The Chief Executive Officer advised he had instructed the workers to park in the newly fenced area.

11.1.10 Cr McNeil – Grading Program

Cr McNeil suggest if we were behind in the grading program perhaps consideration could be given to using a contractor as he had used one himself and it was not costly. The Chief Executive Officer advised that he was considering utilising the services of the Shire of Cuballing as Rollers were also required at the same time.

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. QUESTIONS & DISCUSSIONS WITHOUT RESOLUTIONS

13.1.1 Works Supervisor

The Chief Executive Officer advised he has applicants suitable for interview. However there was a need to acquire housing.

13.1.2 Public Conveniences

All members visited the site and were shown the external and internal bricks. Works should commence next week and be completed in five weeks.

13.1.3 Vintage Shed

Councillors also visited the site for the Vintage Shed and have agreed on its siting, size and materials.

13.1.4 Footpaths within Townsite

Discussion took place regarding locations for new footpaths. \$40,000 has been identified in the Budget and will provide approximately 500m² of pathway. The Chief Executive Officer recommended that the area along White Street to Watts Street could be identified as a suitable area.

13.1.5 Tank Stand – Pumphreys Bridge Public Conveniences

Council expressed its gratitude to Cr Graeme Kerr for the donation of the tank stand at Pumphreys Bridge.

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

14.1.1 **Purchase of House**

Discussion regarding housing of the new Works Supervisor took place and it was decided to view the house located on the corner of Down and Dowsett. Council inspected the premises with Mathews Realty.

RESOLUTION 345:2009/10

Moved Cr McNeil seconded Cr Hardie

That Council make an offer to purchase the house on the corner of Down and Dowsetts Streets and the CEO be delegated approval to negotiate the terms and conditions in consultation with the Shire President.

Carried 6:0

15. **INFORMATION BULLETIN**



COUNCILLORS INFORMATION BULLETIN – July 2008

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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. Planning Refusal – Subdivision
 - 1.3. WALGA Newsletters/Bulletins
 - 1.4. Western Power

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)**

Nil

1.2 **Planning Refusal – Subdivision**

The WAPC has refused the application to subdivide Avon location 7558 - Hemery

1.3 **WALGA Newsletters/Bulletins**

15 June 2009

HEADLINES

- ◄ ACTION ON LANDFILL LEVIES
- ◄ UPDATE GRAIN FREIGHT NETWORK
- ◄ FUNDING OF DEPRECIATION UNDER THE ROADS TO RECOVERY PROGRAM
- ◄ WALGA TAX SERVICE SALARY PACKAGING WORKSHOP FOR OFFICERS
- ◄ OFFICER TRAINING AND DEVELOPMENT UPDATE
- ◄ 2009 AUSTRALIAN SAFER COMMUNITIES AWARDS
- ◄ PLANNING FOR A SAFER ENVIRONMENT
- ◄ CALL FOR FEEDBACK ON CARING FOR OUR COUNTRY TARGETS
- ◄ TOURISM WA CALL FOR SUBMISSIONS – DESTINATION DEVELOPMENT STRATEGIES
- ◄ MULTI UNIT HOUSING CODE FOR WA

MAILBAG

- ◄ WALGA TAX SERVICE SALARY PACKAGING WORKSHOP REGISTRATION FORM
- ◄ INFO PAGE – STREET TREES AND UTILITY PLANNING
- ◄ STATE LOCAL GOVERNMENT PUBLIC LIBRARY SERVICE FRAMEWORK AGREEMENT

22 June 2009

HEADLINES

- ◄ MEETING WITH POLICE COMMISSIONER
- ◄ STATE BUDGET SUBMISSION 2010-11
- ◄ VACANCIES ON BOARDS AND COMMITTEES
- ◄ GAZETTAL OF NEW WAPC FEES
- ◄ RFID PRE-TENDER ADVICE
- ◄ PREPARING FOR THE 2011 CENSUS OF POPULATION AND HOUSING
- ◄ LOCAL GOVERNMENT ROAD SAFETY AWARDS 2009
- ◄ WA WEEK
- ◄ CREATIVE NETWORKS FUND

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- ◄ REVIEW OF SEMP 3.1 AND PROCEDURE TP-1
- ◄ WESTERN COUNCILLOR – JUNE 2009
- ◄ PLANNING & COMMUNITY DEVELOPMENT NEWSLETTER
- ◄ INFO PAGE - NATIONAL BROADBAND NETWORK – CONSULTATION WITH LOCAL GOVERNMENT
- ◄ FAX BACK – NATIONAL BROADBAND NETWORK – LOCAL GOVERNMENT VIEWS
- ◄ SUMMARY OF CURRENT COMMITTEE VACANCIES
- ◄ INFO PAGE - UPDATE: GRAIN FREIGHT NETWORK MEETINGS AND OUTCOMES

29 June 2009**HEADLINES**

- ◀ LANDFILL LEVY INCREASE
- ◀ OPPORTUNITY TO PROMOTE YOUR COUNCIL
- ◀ ROADS AND TRANSPORT FORUM 2009
- ◀ 2009 LOCAL GOVERNMENT CONVENTION AND TRADE EXHIBITION – FINAL CALL
- ◀ NEW LEGAL SERVICES PREFERRED SUPPLIER PANEL
- ◀ GRAIN ON RAIL UPDATE
- ◀ MOBILEMUSTER LOCAL GOVERNMENT AWARDS
- ◀ DRAFT STATE ENVIRONMENT (AMBIENT AIR) POLICY 2009 – PUBLIC CONSULTATION

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- ◀ FLYER - LOCAL GOVERNMENT 2009 ROAD SAFETY AWARDS CALL FOR NOMINATION
- ◀ MEETING WITH POLICE COMMISSIONER 16 JUNE 2009
- ◀ INFO PAGE - ROMAN I TRAINING SESSIONS
- ◀ MIRACLE RECREATION EQUIPMENT FLYER
- ◀ MWAC INFORMATION BULLETIN – ISSUE 126 JUNE 2009
- ◀ INFO PAGE - TELECENTRE SUPPORT MODELS
- ◀ EMERGENCY CONTACT INFORMATION FAX BACK

6 July 2009**HEADLINES**

- ◀ MEETING WITH DEPUTY PREMIER; MINISTER FOR HEALTH; INDIGENOUS AFFAIRS
- ◀ REGIONAL GRANTS SCHEME FUNDING
- ◀ OPPORTUNITY TO PROMOTE YOUR COUNCIL
- ◀ SWBP TARGETED GRANTS AWARDED
- ◀ CCTV PANEL
- ◀ BLUE IRIS
- ◀ RECREATIONAL BOATING FACILITIES SCHEME (RBFS) ROUND 14 FUNDING ALLOCATIONS
- ◀ ARTS FUNDING FOR FESTIVAL PROJECTS
- ◀ PERTH AIRPORT PRELIMINARY DRAFT MASTER PLAN 2009
- ◀ CESSATION OF PROVISION OF DANGEROUS GOODS STORAGE LICENCE
- ◀ AUSTRALIAN REGIONAL ECONOMIES CONFERENCE 2009

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- ◀ INFO PAGE - LOCAL GOVERNMENT TRANSPORT AND ROADS STRATEGY AND BROCHURE
- ◀ OPEN LETTER FROM WA POLICE TO CCTV OWNERS

1.4 Western Power

Western Power has advise it is planning to upgrade the Wells Terminal to Hackett's Gully transmission line. The line passes through the northern section of the Shire. It would appear there will be minimal impact as the upgrade will use the existing corridor.

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

Environmental Health Officer/ Building Surveyor's Activity Report – June, 2009.

2.1 Environmental Health

Septic Tank Approvals - Nil

Food Premises Inspections - Nil

Other Environmental Health Matters - Nil**2.2 Building Surveyor****Building Inspections - Nil****Building Approvals**

Building Permits have been issued as follows:

General Matters**3. STAFF**

The contractual arrangement with the Shire of Wagin for the provision of health and building services ceased at the end of June as the Shire of Wagin wished to increase its utilisation. As Wandering was the last participating Council the CEO was requested to ascertain whether options were available. As from July 2009, the EHO/PBS from the Shire of Boddington will be undertaking the duties on a cost recovery basis.

3.1 Leave and Overtime Report – June/July 2009.

Leave taken for months of June and July is as follows:

LEAVE TYPE	HOURS
Annual Leave	59.5 hours
Personal Leave	24.5 hours
Bereavement Leave	Nil hours
Long Service Leave	Nil hours
Leave Without Pay	52.5 hours
Overtime	3 hours

4. WORKS REPORT – June-July 2009**4.2 Construction**

There was no construction undertaken during the period except for some resheeting that was undertaken in conjunction with maintenance activities.

4.3 Maintenance

Overgrown verges on Ricks Road has been cleared.
 Culverts have been cleared on the North Wandering Road and Bannister Road.
 Water tank stand at Pumphrey's Bridge has been replaced and repairs carried out on water supply and toilet cisterns.

Bitumen patching

Patching has been carried out as required but primarily on the North Bannister-Wandering Road. This road is in need of resealing and/or reconstruction as some of the northern sections are failing. Problems continue with the recently sealed section near CBH.

Maintenance Grade

Reformation grading has been carried out on Noombling-Norrine, Carrabin, Stevens, York-Williams and North Wandering Roads.

Signs

Nil

Depot

Nil

Town

Ovals have been mowed.

Outdoor seating at cemetery and Community Centre have been painted.

Next Jobs

Continue with reformation grading and shoulder/edges on sealed roads.

4.4 Private Works

Nil

4.5 Fuel Quotes (11.1.1)

Distillate as at 10 July 2009

Caltex - \$1.2024

Fuel Distributors - \$1.1827

Gt Southern Fuel Supplies - \$1.1782

4500 litres ordered.

4.6 Traffic Counts

No traffic counts were undertaken.

4.7 Roadwork's Requests Received

A number of reports on trees across roads were received and culverts overflowing. These were attended to.

4.8 **Councillors Roadwork's Requests from Previous Meeting/s**5. **PLANT REPORT**

A detailed plant report is not available for this meeting.

Others

Oil leaks continue with M Series Grader
 Recall on Isuzu truck (universal joint replacement) completed.
 Oil in loader diffs replaced.
 Oil leakage and starter problems with Volvo Roller.

6. **OUTWARD CORRESPONDENCE**

Date	Addressee	Subject
16/06/2009	G & C Ryan	Relocation of Building Envelope
22/6/2009	D Chambers	Building Approval Lot 3 Pollard Road
24/06/2009	Hon Terry Waldron	Sewerage Infill Program
24/06/2009	Hon Troy Buswell	Landfill Levy
24/06/2009	Forest Management Branch	Public Fire Wood areas
24/06/2009	Mr E Evans	Lot 109 Cheetaning Street
24/06/2009	Mr and Mrs Dickerson	Lot 106 Hotham Street
24/06/2009	Jacro Too Pty Ltd	Lot 106 Dunmall Drive
24/06/2009	Shane Carpenter	Work Supervisor
26/06/2009	Payroll Services	Leave Entitlement- David Carstairs
1/07/2009	D and J Young	Approval - Realignment of Building Envelope
7/07/2009	Meliador (WA) Pty Ltd	Application for Building Licence Lot 9 Blackboy Springs
7/07/2009	K & S Hayes	Septic System - Lot 105 Dunmall Drive
8/07/2009	Anthony JR Doust	Payment Summary
10/07/2009	B&I Rose	Building Licence – Lot 10 Mellows Rd
10/07/2009	BCITF	Forms return
10/07/2009	Delys Hardie	Payment Summary
10/07/2009	Linda Wilkins	Payment Summary
10/07/2009	Jodie Dickson	Payment Summary
10/07/2009	David Carstairs	Payment Summary
10/07/2009	Gill Davies	Payment Summary

16. **MEETING CLOSURE**

There being no further business, the Chairman closed the meeting at 6:25 pm.

These Minutes were confirmed by Council at the Ordinary Council Meeting on 20 August 2009.

CR B E DOWSETT, Chairman