



Minutes of the Ordinary Meeting of the Wandering Shire Council held in the Council Chamber on Thursday, 17 April 2008.

1. DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

The Shire President Cr Bruce Dowsett declared the meeting open at 2:00pm.

Prior to the commencement of the meeting Council had conducted the Annual Inspection of Shire Roads as part of the preparations for the 2008/2009 Municipal Budget.

The Hon Terry Waldron MLA had joined Council for the luncheon prior to the commencement of the meeting where several issues of relevance to the Shire of Wandering were discussed including the Draft WA Road Safety Strategy, Local Government Structural Reform, funding opportunities, the current growth of the Wandering Shire and other matters.

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. GL Bird	Chief Executive Officer
Cr. J R McNeil	North East Ward

Apologies

Ms. R Hawkins	Deputy Chief Executive Officer
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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

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Cr JR McNeil requested a leave of absence for the next Ordinary Meeting of Council to be held on 15 May 2008.

RESOLUTION 145:2007/08

Moved Cr Hardie seconded Cr White

That Cr JR McNeil be granted a leave of absence for the next Ordinary Meeting of Council to be held on Thursday 15 May 2008

Carried 7:0

Scenic Wandering

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**7.1 20 March 2008 Ordinary Meeting of Council.**

Minutes from the Ordinary Meeting of 20 March 2008 have been circulated to Elected Members with the Agenda.

RECOMMENDATION

It is recommended that the Minutes of the Ordinary Council Meeting held on 20 March 2008 be confirmed.

Simple Majority Required

RESOLUTION 146:2007/08

Moved Cr Hardie seconded Cr Kerr

That the Minutes of the Ordinary Council Meeting held on the 20 March 2008 be confirmed subject to the following amendments:

Cr Don White was in attendance at the meeting which was not recorded correctly in the Record of Attendance.

Carried 7:0

8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

9. PETITIONS, DEPUTATIONS & PRESENTATIONS**10. REPORTS****10.1 DELEGATE'S REPORT****10.1.1 Attendance of Cr Carol Hardie and the Chief Executive Officer at a meeting of the Wagin Regional Waste Group held at the Shire of Wagin Council Chamber on 26 March 2008.**

Cr Hardie and the Chief Executive Officer attended a meeting of the Wagin Regional Waste Group on Wednesday 26 March 2008. The issues discussed at this meeting were as follows:

- Minor amendment to the Consultancy Brief and Tender documents.
- Tender advertising period to allow for presentation to May 2008 round of Council Meetings.
- Five Expressions of Interest submissions received.
- Mr W Bow, Town of Narrogin, provided a summary of his recent attendance at a Regional Funding Model Workshop hosted by the Department of Environment and Conservation.
- Next meeting 23 April 2008.

10.1.2 Attendance of the Chief Executive Officer at Teleconference Review Meeting of the WALGA Central Country Zone held on Friday 28 March 2008.

The Chief Executive Officer attended the Teleconference Review Meeting of the WALGA Central Country Zone held on Friday 28 April 2008, the purpose of which is to review matters to be considered at the next meeting of the WALGA State Council.

The matters discussed at the Meeting are summarised below:

- Constitutional Recognition of Local Government.
- WALGA Systemic Sustainability Study.

The Central Country Zone is to hold a Workshop on Friday 30 May 2008 to discuss the various recommendations contained within the SSS Report. All Councillors and Senior Staff will be invited to attend this workshop, which is to be held at the Town of Narrogin.

- Improvements to the conduct of Local Government elections
- Next Meeting of the Zone is to be held on Friday 26 September 2008 at the Shire of Lake Grace, with a combined meeting with the Great Eastern and Avon Midland Zones to be held during the 2008 Local Government Convention.

10.1.3 Attendance of Chief Executive Officer at the Boddington Gold Mine Working Group on Wednesday 16 April 2008.

The Chief Executive Officer attended the monthly Meeting of the Boddington Gold Mine Working Group and reported that this meeting was predominantly an update session, with all stakeholders advising the Group of current activities, relevant to the Boddington Gold Mine.

10.1.4 Attendance of the Chief Executive Officer at the Wandering School Bus Committee, held at the Wandering Primary School on Monday 31 May 2008.

The Chief Executive Officer attended the Wandering School Bus Committee meeting held at the Wandering Primary School on Monday 31 May 2008. This was the first meeting held by the School Bus Committee for a considerable period of time and the issues discussed were of a general nature and required no further action by the Shire of Wandering.

10.1.5 Attendance of Cr Hardie at the Hotham Way Project Meeting held on Tuesday 8 April.

- Cr Hardie attended the Hotham Way Project meeting held on Tuesday 25 March 2008 and advised that the official opening of the Fawcett Track will be held on Saturday, 17 May 2008 with the Shire President , Chief Executive Officer and Cr Hardie to receive official invitations to attend.

10.2 COMMITTEE REPORTS

Nil.

10.3 CHIEF EXECUTIVE OFFICER'S REPORT**10.3.1 Shire of Wandering – Annual Road Inspection**

FILE REFERENCE:	33.1.17 Works - General
DATE OF REPORT:	7 April 2008
REPORT AUTHOR:	Garry Bird
SENIOR OFFICER:	Garry Bird
VOTING REQUIREMENTS:	Simple Majority
ATTACHMENTS:	Nil

BACKGROUND

The Shire of Wandering has traditionally undertaken an inspection of Shire roads at this time of the year, to assist with determining budget priorities for the forthcoming financial year.

The 2008 Annual Road Inspection is to be undertaken prior to the commencement of this Meeting and as such the outcomes of the inspection have been referred for formal consideration at this Meeting.

As per previous year's arrangements, a bus from the Shire of Pingelly has been hired to undertake the inspection, with the Leading Hand acting as the driver for the morning.

COMMENT - GENERAL

Generally Council has hired a bus from the Shire of Pingelly to undertake the inspection, with the Leading Hand acting as the driver for the day.

Roads that have been identified during the course of the 2007/08 Financial Year as requiring attention are listed below for the information of Elected Members;

- North Bannister – Wandering Rd (section adjacent to Tanglefoot Winery).
- North Bannister – Wandering Rd (100 metre section north of this years work).
- North Bannister – Wandering Rd (800 metre section west of Avon Downs in hills).
- Deans Rd – remove crests.
- Watts St rutting.
- Schorer Rd industrial estate subdivision roads.

Other projects that were discussed during the adoption of the 2007/08 Budget but were unable to be funded include;

- Moramocking Rd – gravel resheeting.
- Pennington Rd – seal.
- York Williams Rd – gravel resheeting.
- North Wandering Rd – continue 07/08 seal work.

Other factors that will need to be taken into consideration in determining budget priorities for the Roads to Recovery Supplementary Payment of \$93,250 which needs to be spent during 2008/09 or 2009/10.

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 direct financial implications arising from the conduct of the annual road inspection, although the information obtained from the inspection will be vital in determining the 2008/09 Road Construction Program.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

That Council discuss the outcomes of the 2008 Annual Road Inspection and refer the following works for inclusion in the Five Year Road Construction Program;

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Simple Majority Required

As this item was considered to be closely linked to Item 10.3.2 Shire of Wandering Five Year Road Construction Program discussion on the matters identified in the road inspection are to be considered in conjunction with the development of the Five Year Road Construction Program. Ass such no resolution was recorded or required for this item (10.3.1).

10.3.2 Shire of Wandering -Five Year Road Construction Program.

FILE REFERENCE:	33.1.17 Works - General
DATE OF REPORT:	7 April 2008
REPORT AUTHOR:	Garry Bird
SENIOR OFFICER:	Garry Bird
VOTING REQUIREMENTS:	Simple Majority
ATTACHMENTS:	Draft Five Year Road Construction Program

BACKGROUND

As reported to Council previously, the Wheatbelt South Regional Road Group are soon to adopt new assessment criteria for the “scoring” of regional road group projects, to better rank the various submissions received each year.

As part of this process, additional road count data and other information will need to be collected by Council. This will result in Council having to plan with far greater certainty the projects to be undertaken in coming years. Effectively this means that the Five Year Road Construction Program, particularly the Regional Road Group Program, will need to be planned more thoroughly than has been the case previously, in order to allow staff to collect the necessary data and lodge submissions within the required timeframes.

Accordingly, the consideration of a Five Year Road Construction Program is presented to Council for preliminary discussion and to establish the works priority for the 2008/09 financial year.

COMMENT - GENERAL

The current Five Year Plan, as follows, identifies roads where work is to be completed but not the specific locations of these projects. Road count data submitted must relate to the location of the work and to be able to meet the project lodgement date for this year (August 2008) this data needs to start being collected now.

ROAD	2007/08	2008/09	2010/11	2011/12	2012/13	2013/14
Nth Bannister	\$270,720	\$330,000	\$330,000	\$330,000	\$300,000	0
Crossman Dwarda Rd	0	0	0	0	0	\$330,000
Fourteen Mile Brook Rd	0	0	0	0	0	0
Wandering Pingelly Rd	0	0	0	0	\$30,000	0
Wandering Narrogin Rd	\$43,586	0	0	0	0	0
TOTAL	\$314,306	\$330,000	\$330,000	\$330,000	\$330,000	\$330,000
Shire of Wandering	\$104,769	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000
MRWA	\$209,537	\$220,000	\$220,000	\$220,000	\$220,000	\$220,000

Having discussed this matter with Cr Price after our recent attendance at the Wheatbelt South Regional Road Group, the following projects are put forward for consideration to be undertaken in the 2008/09 financial year;

- North Bannister – Wandering Rd (section adjacent to Tanglefoot Winery).
- North Bannister – Wandering Rd (100 metre section north of this year’s work).
- North Bannister – Wandering Rd (800 metre section west of Avon Downs in hills).

To assist facilitate the formulation of the Five Year Road Construction Program a draft Program is attached for information of Elected Members.

STATUTORY IMPLICATIONS

Local Government Act 1995.

STRATEGIC IMPLICATIONS

The Road Construction Program is an important part of the Municipal Budget and the efficient and effective expenditure of these funds is of strategic importance to the Shire.

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 grant funds received from the Regional Road Group and Roads to Recovery Program comprise a large portion of the Municipal Budget in any given year.

Council is required to contribute one third of the funds towards Regional Road projects, for which Council utilises the Federal Government Road Grant so that in effect, these works are undertaken without using ratepayer's funds. Roads to Recovery projects are fully funded by the Department of Transport and Regional Services (DOTARS).

Council is somewhat reliant on these grants received to provide sufficient funding to employ the works crew and if they were to be significantly reduced, Council would be faced with the prospect of a significant rates increase to ensure the road network continues to be maintained and progressively upgraded.

ENVIRONMENTAL IMPLICATIONS

It is possible that there will be environmental implications arising from the specific projects identified by Council, however these will be addressed on a case by case basis as the project is to be undertaken.

RECOMMENDATION

That Council adopt the Draft Five Year Road Construction Program as presented and subject to the following amendments;

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Absolute Majority

RESOLUTION 148:2007/08

Moved Cr Hardie seconded Cr White

That Council instruct the Chief Executive Officer to prepare a Draft Five Year Road Construction Program for further consideration by Council at the 2008/2009 Draft Municipal Budget Meeting, such program to include the following works that were identified during the 2008 Annual Road Inspection (see item 10.3.1), undertaken prior to the commencement of this meeting:

- *Upgrade of Reid Road river crossing*
- *Widening of crests on Deans Road*
- *Gravel resheeting various sections of the York Williams Road as follows:*
 - * *Section adjacent to D&M Freebairn's property*
 - * *South of the Wandering Pingelly Road intersection to Carabin Road*
 - * *From B Hardies' gate to Donaldson's property*
- *Gravel resheeting of a 500m section of Kubbine Road at the North Wandering Road end*
- *Extend culverts on George Road to widen corners*
- *Tree pruning on the western end of Ricks Road*

- *Tree pruning on the North Bannister Wandering Road west of the Avon Downs property*
- *Repairs to rutts on Watts Street in the town centre*
- *Reconstruction work to North Bannister Wandering Road east of Avon Downs property*
- *Reconstruction of the North Bannister Wandering Road east of the Bannister Road intersection.*
- *Remove crest from North Bannister Wandering Road adjacent to Tanglefoot Winery.*

Carried 7:0

10.3.3 Shire of Wandering – Review of Delegations Register

FILE REFERENCE:	Delegations Register.
DATE OF REPORT:	7 April 2008
REPORT AUTHOR:	Garry Bird
SENIOR OFFICER:	Garry Bird
VOTING REQUIREMENTS:	Simple Majority
ATTACHMENTS:	Nil

BACKGROUND

The Local Government Act 1995 (Section 5.46) requires a local authority to review all delegations made under the Act on an annual basis.

Accordingly a list of current Delegations authorised by Council is hereby presented to Elected Members for review and amendment where considered necessary.

COMMENT - GENERAL

Current delegations authorised by Council are as follows;

1. Orders

That the Chief Executive Officer, Accounts Clerk, Clerical Officer and Leading Hand be delegated indefinite authority to sign order forms for the purchase of goods and services for the Shire of Wandering within the constraints of the Budget or as otherwise directed by Council.

2. Destruction of Accounting Records

Item 5.2.4 – 20th June, 1996 refers.

That the Chief Executive Officer be delegated indefinite authority to destroy old accounting books and records in accordance with statutes.

3. Liquor Consumption & Sale

Item 5.2.4 – 20th June, 1996 refers.

That the Chief Executive Officer be delegated indefinite authority to issue permits for the sale and consumption of liquor on Council property.

Local Government Act 1995 – Section 5.42(1)
Liquor Licensing Act 1988 – Sections 59 & 119

4. Payment of Rates Arrangements

Item 6.2.9 – 17th October, 1996 refers.

That the Chief Executive Officer be delegated indefinite authority to enter into payment of rates arrangements with ratepayers.

5. Debt Collection

That the Chief Executive Officer be delegated indefinite authority to collect outstanding debts against the Shire of Wandering within normal commercial parameters.

6. Building Permit Issue

Items 5.2.4 – 20th June, 1996 and 10.3.7 – 20th November, 2003 refer.

That the Chief Executive Officer, in liaison with the E.H.O., be delegated indefinite authority to approve building license applications which comply with relevant legislation, providing such approvals issued are subsequently reported to Council.

Further, any irregularities in the permit application process or subsequent life of the permit are brought to Council's attention.

7. **Planning Consent for Development Applications**

Item 5.2.4 – 20th June, 1996 & 9.1.1 – 15th May, 1997 refer.

That the Chief Executive Officer, in liaison with the E.H.O. and Planning Consultant (if deemed necessary) be delegated indefinite authority to issue planning consent to development applications which comply with the Shire of Wandering's Town Planning Scheme, providing such approvals issued are subsequently reported to Council.

8. **Building Envelope Relocation**

That the Chief Executive Officer be delegated indefinite authority to alter the location of building envelopes on request from the owner and in liaison with the adjoining landowners.

9. **Funeral Leave**

Item 6.2.7 – 21st November, 1996 refers

That the Chief Executive Officer be delegated indefinite authority to exercise the discretion to resolve on a case by case basis, whether funeral leave should be paid.

10. **Payment of Wages & Creditors**

Item 7.2.9 – 15th May, 1997 refers.

That the Chief Executive Officer be delegated indefinite authority for the payment of wages and creditors under the existing methods of disbursement – i.e. wages be paid by cheque or direct debit under the delegated authority of the Chief Executive Officer or his delegate; all cheques to be signed by the President or Deputy President, any Councillor and the Chief Executive Officer or his delegate; there is to be a minimum of two signatures on all cheques; all cheques issued may be approved for payment, without prior resolution of Council, by those Councillors and Officers authorised, provided that:

- the authority only extends to payments for items previously authorised by Council either by inclusion in the Budget or by virtue of section 6.8 (relating to the period in the financial year prior to the Budget's adoption, authorisations outside the Budget and emergency matters authorised by the President);
- a list of accounts paid is presented to the next Ordinary meeting of Council and included in the minutes of that meeting; and
- vouchers, supporting invoices and other relevant documentation are made available for inspection by Councillors at any time following the date of the payment and at the next Ordinary meeting of Council.

11. **Subdivision Clearances**

Item 8.2.8 – 21st August, 1997 refers.

That the Chief Executive Officer be delegated indefinite authority to provide the necessary clearance of subdivision conditions when satisfied that suitable arrangements have been made.

12. **Fire Hazards**

Item 6.2.7 – 18th December, 1997 refers.

That the Chief Executive Officer, in liaison with the President of the Shire and the Chief Bush Fire Control Officer and/or Brigade Captain, be delegated indefinite authority to resolve fire hazard problems, including where considered necessary, to forward letters demanding the construction of fire breaks and where not complied with, the issuing of a contract for the construction of the break at the land owner's expense.

13. Staff Use of Plant & Equipment

Item 10.3.19 – 20th November, 2003 refers

That the private use of Shire plant and equipment by Staff be at the CEO's discretion.

14. Bush Fires Act Functions

Item 10.3.4 – 14th October, 2004 refers

That the functions of the local government under the Bush Fires Act be delegated to the Chief Executive Officer for exercise only in an emergency situation and only in conjunction with the Chief Bush Fire Control Officer.

The Chief Executive Officer is of the view that the above delegated powers are still relevant to the operations of the Wandering Shire and should be retained. No further delegations have been identified as being required.

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 endorse the existing Delegations Register.

Simple Majority Required

RESOLUTION 149:2007/08

Moved Cr Hardie seconded Cr McNeil

That Council endorse the existing Delegations Register.

Carried 7:0

10.3.4 Shire of Wandering – Delegations to Committee’s and Community Organisations.

FILE REFERENCE: 1.4.6 Members - General.
DATE OF REPORT: 8 April 2008
REPORT AUTHOR: Garry Bird
SENIOR OFFICER: Garry Bird
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Nil.

BACKGROUND

It is common practice for many local authorities to review appointments of Elected Members and Staff to serve on various committee’s and community organisations. It should be noted that this is a separate exercise to appointing members of a Council Committee.

This review was overlooked during 2008 as no election was required and as this matter is referred to Council for consideration.

COMMENT - GENERAL

A search of Council records has identified the following appointments to various committee’s and community organisations although there may well be others which Elected Members may be aware of.

- **Narrogin Zone Control Authority of the Department of Agriculture**
Delegate Cr Dowsett
Proxy
- **Dryandra Voluntary Regional Organisation of Councils (DVROC)**
Delegate Cr Dowsett
Proxy Cr Price
- **Hotham Sub Group, Regional Road Group**
Delegate Cr Dowsett
Proxy Cr Price
- **Hotham Catchment Landcare Committee**
Delegate Cr McNeil
Proxy Cr White
- **Pingelly Wandering Local Emergency Plan Committee**
Delegate Cr Dowsett
Proxy
- **Local Emergency Plan Committee**
Delegate Cr Dowsett
Proxy
- **Wandering Primary School Community Liaison Committee**
Delegate Cr Barge
Proxy
- **Hotham Way Committee**
Delegate Cr Hardie
Proxy
- **Worsley Community Consultative Committee**
Delegate Cr White
Proxy

- **Boddington Gold Mine Expansion Steering Committee**
Delegate Cr White
Proxy
- **Dryandra Country Visitor Centre**
Delegate Cr Hardie
Proxy
- **Brookton Land Conservation District Committee**
Delegate Cr Kerr
Proxy
- **Wagin Regional Waste Group**
Delegate Cr Hardie
Proxy Cr Barge

The Chief Executive Officer is also aware that the following organisations are soon to write to Council and invite a representative to serve on their Committee's and it may be expedient to discuss the merits of appointing a delegate to these Committee's and who that representative may be.

- Wandering Wheatbelt Wine Awards
- Wandering Primary School Bus Committee

Further, as per the advice provided in the March 2008 Information Bulletin, Zone Control Authorities appointed by the department of Agriculture and Food cease to operate as at 30 June 2008 and accordingly no appointment to the Narrogin ZCA is required.

STATUTORY IMPLICATIONS

Appointments to the above Committee's are at the discretion of Council and are not subject to the provisions of the Local Government Act.

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 following appointments to community committee's and organisation be endorsed by Council

- **Dryandra Voluntary Regional Organisation of Councils (DVROC)**
Delegate Cr Dowsett
Proxy Cr Price
- **Hotham Sub Group, Regional Road Group**
Delegate Cr Dowsett
Proxy Cr Price

- **Hotham Catchment Landcare Committee**
 Delegate Cr McNeil
 Proxy Cr White

- **Pingelly Wandering Local Emergency Plan Committee**
 Delegate Cr Dowsett
 Proxy

- **Local Emergency Plan Committee**
 Delegate Cr Dowsett
 Proxy

- **Wandering Primary School Community Liaison Committee**
 Delegate Cr Barge
 Proxy

- **Hotham Way Committee**
 Delegate Cr Hardie
 Proxy

- **Worsley Community Consultative Committee**
 Delegate Cr White
 Proxy

- **Boddington Gold Mine Expansion Steering Committee**
 Delegate Cr White
 Proxy

- **Dryandra Country Visitor Centre**
 Delegate Cr Hardie
 Proxy

- **Brookton Land Conservation District Committee**
 Delegate Cr Kerr
 Proxy

- **Wagin Regional Waste Group**
 Delegate Cr Hardie
 Proxy Cr Barge

- **Wandering Wheatbelt Wine Awards**
 Delegate _____
 Proxy _____

- **Wandering Primary School Bus Committee**
 Delegate _____
 Proxy _____

Simple Majority Required

RESOLUTION 150:2007/08

Moved Cr Kerr seconded Cr White

That the following appointments to community committee's and organisation be endorsed by Council

- **Dryandra Voluntary Regional Organisation of Councils (DVROC)**

- Delegate Cr Dowsett*
Proxy Cr Price
- ***Hotham Sub Group, Regional Road Group***
Delegate Cr Dowsett
Proxy Cr Price
 - ***Hotham Catchment Landcare Committee***
Delegate Cr McNeil
Proxy Cr White
 - ***Pingelly Wandering Local Emergency Plan Committee***
Delegate Cr Dowsett
Proxy
 - ***Local Emergency Plan Committee***
Delegate Cr Dowsett
Proxy
 - ***Wandering Primary School Community Liaison Committee***
Delegate Cr Barge
Proxy
 - ***Hotham Way Committee***
Delegate Cr Hardie
Proxy
 - ***Worsley Community Consultative Committee***
Delegate Cr White
Proxy
 - ***Boddington Gold Mine Expansion Steering Committee***
Delegate Cr White
Proxy
 - ***Dryandra Country Visitor Centre***
Delegate Cr Hardie
Proxy
 - ***Brookton Land Conservation District Committee***
Delegate Cr Kerr
Proxy
 - ***Wagin Regional Waste Group***
Delegate Cr Hardie
Proxy Cr Barge
 - ***Wandering Wheatbelt Wine Awards***
Delegate Council elected not to appoint a delegate to this Committee.
Proxy _____
 - ***Wandering Primary School Bus Committee***
Delegate Cr Barge
Proxy

Carried 7:0

10.3.5 Shire of Wandering – Future Use of 35 Down St.

FILE REFERENCE:	2.1 2 Housing.
DATE OF REPORT:	8 April 2008
REPORT AUTHOR:	Garry Bird
SENIOR OFFICER:	Garry Bird
VOTING REQUIREMENTS:	Absolute Majority
ATTACHMENTS:	Nil

BACKGROUND

As Councillors would be aware, the Shire owned house at 35 Down Street is currently being rented to a private tenant, who has advised that they will be departing the property in the next few months. The future use of this property has been discussed informally by Council on several occasions and given the notice provided by the tenant, it was considered timely to formally discuss this matter.

COMMENT - GENERAL

As the property is currently surplus to existing staff housing requirements, there would appear to be several options available to Council regarding this property which are summarised below;

1. Continue to rent the property on a private tenancy basis, with the rent proceeds being allocated to a specific purpose (i.e. Staff Housing Reserve) or general revenue.
2. Sell the property and allocate the proceeds to a specific purpose such as a Staff Housing or Land and Buildings Reserve.
3. Leave property vacant in the event it is required for staff housing.

The property currently returns \$125.00 per week in rental income and it is estimated that the property may be worth \$200,000 if it was to be sold.

STATUTORY IMPLICATIONS

Local Government Act 1995 Section 3.58 Disposing of Property.

- (1) In this section —
“dispose” includes to sell, lease, or otherwise dispose of, whether absolutely or not; “property” includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned;
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
 - (a) the names of all other parties concerned;
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition as ascertained by a valuation carried out not more than 6 months before the proposed disposition.
- (5) This section does not apply to —
 - (a) a disposition of land under section 29 or 29B of the Public Works Act 1902;

- (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59.

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

Both the rental income and any proceeds from the sale of the property would be considered surplus to normal budget requirements and can be utilised in any way that Council so chooses. It is recommended by the Chief Executive Officer that a new reserve entitled the “Staff Housing Reserve” be established and that these funds be deposited into this fund to allow for the progressive expansion and upgrade of Council’s staff housing.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

That the Council owned property be listed for sale with local real estate agents at a price to be determined by the Shire President and Chief Executive Officer and that the proceeds from this sale be deposited into a new Reserve Fund entitled the “Staff Housing Reserve” for the progressive expansion and upgrade of staff housing.

Absolute Majority

RESOLUTION 151:2007/08

Moved Cr McNeil seconded Cr Price

That the Chief Executive Officer obtain an appraisal of the market value of the property at Lot 35 Down Street and that this matter be referred to the May 2008 Ordinary Meeting of Council for further deliberation.

Carried 7:0

REASON FOR VARIATION TO RECOMMENDATION

Council was of the view that an accurate estimate of the value of the property was required prior to making any decision whether to sell or retain this asset.

10.3.6 Shire of Wandering – Ward Boundary Review.

FILE REFERENCE: 9.1.5 Ward Boundaries and Representation
DATE OF REPORT: 7 April 2008
REPORT AUTHOR: Garry Bird
SENIOR OFFICER: Garry Bird
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Nil

BACKGROUND

Correspondence has been received from the Local Government Advisory Board (the Board) advising that the Board has resolved to require the Shire of Wandering to complete a review of ward and representation by elected members. This decision has been made to address what the Board perceives to be an imbalance in the current elected member to electors ratios.

Following the 2007 municipal elections, the Board has determined that the councillor to elector ratio is as follows;

WARD	COUNCILLORS	ELECTORS	WARD RATIO AVERAGE	% RATIO DEVIATION
North	2	69	35	4.17%
North East	2	73	37	-1.39%
South	2	58	29	19.44%
Town	1	52	52	-44.44%
	7	252	36	

To ensure that any changes can be made in time for the 2009 local government elections, the review must be submitted to the Board by the 31 December 2008.

COMMENT - GENERAL

Research undertaken by the Chief Executive Officer indicates that this issue was addressed by Council during the course of 2005, with it being resolved at the November 2005 ordinary Meeting of Council as follows;

“Moved Cr White, seconded Cr Price

Recommended that the Board be reminded of the review previously undertaken without any submissions being received and the discussions at the General Electors meeting with the overwhelming preference to retain the status quo, however if change was required the first preference was to amalgamate the South and Town Wards with least preferred option being the abandonment of all Wards.

Carried 5:2”

This decision was advised to the Board who has not responded prior to the recent correspondence received, although subsequent investigations have revealed that it was decided to wait by the Board until after the 2007 elections to further progress this matter.

It would appear that Council has little option but to undertake a further ward review as directed or face the risk of the Board recommending changes to the Minister. It may well eventuate that any review does not alter the previous position of Council.

If Council does choose to accept the decision by the Board to undertake a review, an options paper will need to be prepared by the Chief Executive Officer to stimulate public discussion and comment from electors. Following the statutory public comment period, all submissions will be considered by Council before making a decision regarding the ward structure.

It is the view of the Chief Executive Officer that there are three obvious options to present to electors, which are retain the existing structure, abolish all wards and amalgamate the Town and South Wards to satisfy the Board's recommended councillor to elector ratios. There are also many other options that could be considered by Council which may be the subject of further discussion at this Meeting.

Cr Kel Price has put forward the proposal which would see a portion of the South Ward, along the Fourteen Mile Brook Rd, excised into the existing Town Ward and renaming it the Central Ward. This would satisfy the councillor to elector ratio prescribed by the Advisory Board.

Recent discussions with staff of the LGAB indicates that they would be prepared to accept Council assuming a position in regards to amending ward boundaries that reflects the policies of the LGAB and State Government and advertising this proposal to electors, rather than the options paper prescribed, on the basis that it can be argued that Council is completing the process commenced prior to the 2007 municipal elections.

STATUTORY IMPLICATIONS

Local Government Act 1995 Section 2.2 Districts May be Divided Into Wards

2.2. Districts may be divided into wards

- (1) The Governor, on the recommendation of the Minister, may make an order —
 - (a) dividing a district into wards;
 - (b) creating new wards in a district that is already divided into wards;
 - (c) changing the boundaries of a ward;
 - (d) abolishing any or all of the wards into which a district is divided; or
 - (e) as to a combination of any of those matters.
- (2) For the purposes of this Act —
 - (a) an order that divides a district into wards is to be regarded as establishing a ward system for the district; and
 - (b) an order that abolishes all of the wards into which a district is divided and does not create new wards, is to be regarded as discontinuing the ward system for the district.
- (3) Schedule 2.2 (which deals with wards and representation) has effect.
- (4) The Minister can only make a recommendation under subsection (1) if the Advisory Board has recommended under Schedule 2.2 that the order in question should be made.

Local Government Act Schedule 2.2 Provisions about Names, Wards and Representation.

6. Local government with wards to review periodically

- (1) A local government the district of which is divided into wards is to carry out reviews of —
 - (a) its ward boundaries; and
 - (b) the number of offices of councillor for each ward, from time to time so that not more than 8 years elapse between successive reviews.
- (2) A local government the district of which is not divided into wards may carry out reviews as to —
 - (a) whether or not the district should be divided into wards; and
 - (b) if so —
 - (i) what the ward boundaries should be; and
 - (ii) the number of offices of councillor there should be for each ward, from time to time so that not more than 8 years elapse between successive reviews.
- (3) A local government is to carry out a review described in subclause (1) or (2) at any time if the Advisory Board requires the local government in writing to do so.
[Clause 6 amended by No. 49 of 2004 s. 68(5) and (6).]

7. Reviews

- (1) Before carrying out a review a local government has to give local public notice advising —
 - (a) that the review is to be carried out; and
 - (b) that submissions may be made to the local government before a day fixed by the notice, being a day that is not less than 6 weeks after the notice is first given.
- (2) In carrying out the review the local government is to consider submissions made to it before the day fixed by the notice.

8. Matters to be considered in respect of wards
Before a local government proposes that an order be made —
- (a) to do any of the matters in section 2.2(1), other than discontinuing a ward system; or
 - (b) to specify or change the number of offices of councillor for a ward, or purposes under clause 4(2) that a submission be rejected, its council is to have regard, where applicable, to —
 - (c) community of interests;
 - (d) physical and topographic features;
 - (e) demographic trends;
 - (f) economic factors; and
 - (g) the ratio of councillors to electors in the various wards.
- [Clause 8 amended by No. 49 of 2004 s. 68(7).]
9. Proposal by local government
On completing a review, the local government is to make a report in writing to the Advisory Board and may propose* to the Board the making of any order under section 2.2(1), 2.3(3) or 2.18(3) it thinks fit.
* Absolute majority required.
10. Recommendation by Advisory Board
- (1) Where under clause 5(b) a local government proposes to the Advisory Board the making of an order under section 2.2(1), 2.3(3) or 2.18(3), and the Board is of the opinion that the proposal is -
 - (a) one of a minor nature; and
 - (b) not one about which public submissions need be invited, the Board, in a written report to the Minister, is to recommend the making of the order but otherwise is to inform the local government accordingly and the local government is to carry out a review.
 - (2) Where under clause 9 a local government proposes to the Advisory Board the making of an order of a kind referred to in clause 8 that, in the Board's opinion, correctly takes into account the matters referred to in clause 8(c) to (g), the Board, in a written report to the Minister, is to recommend the making of the order.
 - (3) Where a local government proposes to the Advisory Board the making of an order of a kind referred to in clause 8, or that a submission under clause 4(2) be rejected, that, in the Board's opinion, does not correctly take into account the matters referred to in that clause —
 - (a) the Board may inform the local government accordingly and notify the local government that a proposal that does correctly take those matters into account is to be made within such time as is set out in the notice; and
 - (b) if the local government does not make a proposal as required by a notice under paragraph (a), the Board may, in a written report to the Minister, recommend* the making of any order under section 2.2(1), 2.3(3) or 2.18(3) it thinks fit that would correctly take into account those matters.
* Absolute majority required.
 - (4) Where a local government fails to carry out a review as required by clause 6, the Advisory Board, in a written report to the Minister, may recommend* the making of any order under section 2.2(1), 2.3(3) or 2.18(3) it thinks fit that would correctly take into account the matters referred to in clause 8.
* Absolute majority required.
[Clause 10 amended by No. 49 of 2004 s. 68(8).]
11. Inquiry by Advisory Board
- (1) For the purposes of deciding on the recommendation, if any, it is to make under clause 10(3)(b) or (4), the Advisory Board may carry out any inquiry it thinks necessary.
 - (2) The Advisory Board may recover the amount of the costs connected with an inquiry under subclause (1) from the local government concerned as if it were for a debt due.
12. Minister may accept or reject recommendation
- (1) The Minister may accept or reject a recommendation of the Advisory Board made under clause 10.
 - (2) If the recommendation is accepted the Minister can make a recommendation to the Governor for the making of the appropriate order.

STRATEGIC IMPLICATIONS

The Shire of Wandering is currently undertaking the preparation of a Strategic Plan.

The electoral structure to be used by Council is a key strategic issue as the services and operations of the Council should reflect the requirements of the community as determined through the democratic process.

PUBLIC CONSULTATION

No public consultation has been undertaken in regards to this Item, although the matter was discussed at the 2005 Annual Electors Meeting where there was overwhelming support for the retention of the existing ward structure.

SOCIAL IMPLICATIONS

The ward structure to be used by Council should reflect the local community and should be adopted to promote unity and good decision making.

It is the view of the Chief Executive Officer that a no ward structure is the best option as it encourages elected members to vote for decisions for what is best for the whole community, not just their ward, although it is recognised and acknowledged that this is not the preferred position of Council.

FINANCIAL IMPLICATIONS

No provision has been made in the 2007/08 Municipal Budget for any costs associated with the conduct of a Ward Review, although the majority of these costs will be met through existing salaries and wages allocations.

There will be costs for advertising and other minor expenses which will need to be met from existing budget allocations and if necessary an appropriate allocation made in the 2008/09 Municipal Budget.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

That Council;

- 1. Accept the direction from the Local Government Advisory Board to undertake a review of existing electoral ward boundaries and electoral representation, and**
- 2. The Chief Executive Officer be instructed to prepare an Options Paper for public discussion and submission purposes, based on the following three scenario's;**
 - Retention of the existing ward structure,**
 - Abolish all wards, and**
 - Amalgamate the Town and South Wards to satisfy the Local Government Advisory Board's councillor to elector representation ratios.**

Absolute Majority Required

RESOLUTION 152:2007/08

Moved Cr Hardie seconded Cr Kerr

That Council defer deliberations on this matter until the May 2008 Ordinary Meeting of Council to allow Councillors further opportunity to consider alternative ward boundary structures.

Carried 7:0

REASON FOR VARIATION TO RECOMMENDATION

Given the importance of the Ward Boundary Review to the democratic process of the Council, Elected Members were of the view that further time was required to consider alternative scenarios to those that have been discussed to date.

10.3.7 WALGA – Model Code of Conduct.

FILE REFERENCE:	1.1.24 Shire of Wandering Code of Conduct
DATE OF REPORT:	11 March 2008
REPORT AUTHOR:	Garry Bird
SENIOR OFFICER:	Garry Bird
VOTING REQUIREMENTS:	Simple Majority
ATTACHMENTS:	WALGA Model Code of Conduct

BACKGROUND

The Local Government Act 1995 (S5.103) requires every local government to prepare or adopt a Code of Conduct to be observed by council members, committee members and employees.

The Western Australian Local Government Association (WALGA) has prepared an updated Model Code of Conduct which has been amended to reflect recent amendments to the Local Government Act 1995 and Regulations.

COMMENT – GENERAL

A copy of the WALGA model Code of Conduct has been provided to Councillors with the Council meeting agenda and it is being proposed that this document be adopted by Council to replace the current Code of Conduct adopted for Elected Members and Staff.

Whilst the model code has some relevance to Council members it mainly refers to employees, particularly in the area of Gifts (item 3.4). This is because the recently proclaimed Local Government (Rules of Conduct) Regulations 2007 is the code of conduct for which elected members are to abide. However the WALGA model code of conduct details further aspects that are applicable to both councillors and staff and should be completely understood by both parties.

It is believed that when the Department of Local Government and Regional Development carried out the latest amendments to the Local Government Act 1995, and associated Regulations, the reference to council members in the code of conduct was to be removed however was inadvertently overlooked. It is understood that this will happen when the legislation is next amended.

Therefore the model code of conduct observes the statutory requirements of the Local Government Act 1995 and Local Government (Administration) Regulations 1996.

Council members acknowledge that their activities, behaviour and statutory compliance obligations may be scrutinised in accordance with prescribed rules of conduct as described in the Local Government Act 1995 and Local Government (Rules of Conduct) Regulations 2007.

Regulations 34B & 34C of the Local Government (Administration) Regulations 1996 require that information pertaining “Gifts” and “Disclosure of Interest” affecting employees is to be included in a code of conduct, however there is no such provision for council members in the Local Government (Rules of Conduct) Regulations 2007.

The model code is simply an update, bringing Councils Codes of Conduct into line with relevant legislation that directly impacts and affects the role of Council Members and Staff and the principles and values that should be regarded in fulfilling such roles.

A copy of the Local Government (Rules of Conduct) Regulations 2007 is also circulated with the Council meeting agenda.

STATUTORY IMPLICATIONS

Local Government Act 1995.

Statutory implications arising from the recently enacted amendments to the Local Government Act are discussed above.

STRATEGIC IMPLICATIONS

There are no strategic implications arising from this Item.

PUBLIC CONSULTATION

No public consultation was 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 existing Code of Conduct for Elected Members and Staff be repealed; and**
- **Council adopts the Model Code of Conduct for Council Members, Committee Members and Staff (February 2008), as presented.**

Simple Majority Required

RESOLUTION 153*:2007/08

Moved Cr Barge seconded Cr Kerr

That:

- ***The existing Code of Conduct for Elected Members and Staff be repealed; and***
- ***Council adopts the Model Code of Conduct for Council Members, Committee Members and Staff (February 2008), as presented.***

Carried 7:0

10.3.8 Shire of Wandering – Sale of “Green” Welcome Bags.

FILE REFERENCE:	18.1.32.3 Office of Crime Prevention Welcome Bag Project
DATE OF REPORT:	8 April 2008
REPORT AUTHOR:	Garry Bird
SENIOR OFFICER:	Garry Bird
VOTING REQUIREMENTS:	Simple Majority
ATTACHMENTS:	Nil

BACKGROUND

Councillors would be aware that a supply of 1000 “Green” Welcome Bags has been purchased using part of the grant funds received from the Office of Crime Prevention to undertake various community safety and crime prevention educational campaigns.

Staff are currently preparing a new “Welcome Pack” for new property owners and residents in the Shire and propose to use approximately 500 for this purpose. That leaves 500 of the bags to use for other purposes and as such the matter has been referred to Council for deliberation on how best to use these bags.

COMMENT - GENERAL

Several suggestions have been put forward by Staff on how best to use the remaining stock of bags and the following are put forward to assist Council;

- Issue a voucher and provide each ratepayer with one free bag with their 2008/09 rates notice.
- Sell bags at cost price of \$3.00 each with funds to be allocated to a specific project.
- Give out one free bag to all who attend Shire of Wandering Australia Day Breakfast.

Assuming Council chooses to sell the remaining bags, the provisions of the Local Government Act 1995 relating to setting of fees and charges will apply, which in effect will mean that the sale cannot take place until the adoption of the 2008/09 Municipal Budget.

STATUTORY IMPLICATIONS

Local Government Act 1995 Section 6.16 to 6.19

6.16. Imposition of fees and charges

- (1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.
* Absolute majority required.
- (2) A fee or charge may be imposed for the following —
 - (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
 - (b) supplying a service or carrying out work at the request of a person;
 - (c) subject to section 5.94, providing information from local government records;
 - (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
 - (e) supplying goods;
 - (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
 - (a) imposed* during a financial year; and
 - (b) amended* from time to time during a financial year.
* Absolute majority required.

6.17. Setting the level of fees and charges

- (1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —
 - (a) the cost to the local government of providing the service or goods;
 - (b) the importance of the service or goods to the community; and
 - (c) the price at which the service or goods could be provided by an alternative provider.

- (2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.
- (3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —
 - (a) under section 5.96;
 - (b) under section 6.16(2)(d); or
 - (c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.
- (4) Regulations may —
 - (a) prohibit the imposition of a fee or charge in prescribed circumstances; or
 - (b) limit the amount of a fee or charge in prescribed circumstances.

6.18. Effect of other written laws

- (1) If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —
 - (a) determine an amount that is inconsistent with the amount determined under the other written law; or
 - (b) charge a fee or charge in addition to the amount determined by or under the other written law.
- (2) A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

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 cost of purchasing the bags was \$3,000.00 and was fully funded utilising a grant received from the Office of Crime Prevention for community education campaigns. Any proceeds raised from the sale of the bags are considered surplus to usual budgetary requirements and can be allocated to whatever purpose Council may choose.

Given the small sum that would be raised, it is suggested that funds received from any sale be considered general revenue and allocated as part of the 2008/09 Municipal Budget process.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

That Council sell the remaining 500 “Green” Welcome Bags at a cost of \$3.00 each, subject to the adoption of the 2008/09 Municipal Budget.

Simple Majority Required

RESOLUTION 154:2007/08

Moved Cr Hardie seconded Cr Barge

That a voucher be issued with the 2008/2009 Rates Assessment that entitles each rateable assessment to one free bag and that any surplus bags be available for sale after 1 July 2008 at a cost of \$3.00 each and subject to the adoption of the 2008/09 Municipal Budget.

Carried 7:0

REASON FOR VARIATION TO RECOMMENDATION

Council was of the view that all ratepayers who have owned property for some time should be entitled to receive a bag.

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:	10 April 2008
REPORT AUTHOR:	Rhona Hawkins
SENIOR OFFICER:	Garry Bird
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 raised to 31 March 2008 total \$501,484 of which \$13,554 relates to interim rates. Approximately 91% of rates raised were paid by the due date of 15th October 2007. This represents an increase of approximately 10% of anticipated receipts. Discount of \$43,429 has been applied which is over the expected budget and a total of 11 ratepayers have selected the instalment option. As at 31 March 2008 the total rates outstanding were \$23,256.

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 monthly financial report incorporating the Statement of Financial Activity and Budget vs Actual Variance Report.**
2. **Endorse the Accounts for Payment as listed on vouchers 662 to 718 and totalling \$123,787.96 Municipal Fund and \$0.00 Trust Fund.**

Simple Majority Required

RESOLUTION 155:2007/08

Moved Cr Hardie seconded Cr Price

That Council;

1. ***Receive the March 2008 monthly financial report incorporating the Statement of Financial Activity and Budget vs Actual Variance Report.***
2. ***Endorse the Accounts for Payment as listed on vouchers 662 to 718 and totalling \$123,787.96 Municipal Fund and \$0.00 Trust Fund.***

Carried 7:0

10.4.2 Shire of Wandering – Distribution of Proceeds from Sale of Dunmall Drive Residential Estate.

REFERENCE:	2.1.4 Sale of Land
DATE OF REPORT:	8 April 2008
REPORT AUTHOR:	Garry Bird
SENIOR OFFICER:	Garry Bird
VOTING REQUIREMENTS:	Absolute Majority
ATTACHMENTS:	Nil.

BACKGROUND

The 2007/08 Municipal Budget contains an allocation of \$1,650,000, being the net proceeds from the sale of the Dunmall Drive residential subdivision. Preliminary discussion has been held at recent council meetings about how best to allocate these significant proceeds.

Based on direction provided at the March 2008 Ordinary Meeting, the Chief Executive Officer has prepared a financial summary of the impact of these allocations to assist elected members in finalising this decision, in order to implement these investments prior to the end of the financial year.

COMMENT

The financial models prepared reflect the consensus opinion of Council at the March 2008 Ordinary Meeting on how best to distribute the profits from these sales, assuming a net profit of \$1,500,000, which were determined as follows;

• Purchase of Lots 60, 61 and 300 Turton Rd	\$127,500
• Shire Office redevelopment	\$300,000
• Schorer Rd industrial development	\$400,000
• Staff Housing Reserve	\$250,000
• Town Park Redevelopment Reserve	\$22,500
• Watts St commercial facility	\$300,000
• Land and Buildings Reserve	<u>\$100,000</u>
	\$1,500,000

Other possibilities for the money are listed below for discussion purposes;

• Construct new Shire Office	\$750,000
• Grass sports oval	\$100,000
• Construct Machinery Shed museum display	\$100,000
• Transfer funds to a new Depot Relocation Reserve	\$100,000

STATUTORY IMPLICATIONS

Local Government Act 1995 Section 5.25 (1)

Local Government (Financial Management) Regulations 1996

STRATEGIC IMPLICATIONS

The funding priorities determined by Council will provide strategic direction to the major activities to be undertaken by the Shire in coming years.

Although there is no Strategic Plan for the Shire, the current draft plan references all of the above projects in some manner and as such are considered to be in keeping with the broad strategic direction being undertaken by the Shire.

PUBLIC CONSULTATION

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

SOCIAL IMPLICATIONS

Many of the projects identified are considered to be of social importance to the Shire and the lifestyle enjoyed by residents.

FINANCIAL IMPLICATIONS

Assuming Council was to endorse the proposed allocation of profits from the Dunmall Drive residential subdivision, the following model is presented to Council to clarify the impact on future municipal budgets and the long term benefits that may be derived.

- PURCHASE OF LOTS 60, 61 AND 300 TURTON RD** \$127,500
The cost to acquire this land from the State Government has been met from existing municipal funds and needs to be refunded so as not to adversely impact on the current budget. As no plans have been made to develop this land in the short term, no other expenditure is forecast in the next five years.
- SHIRE OFFICE REDEVELOPMENT** \$300,000
The existing office space has been recognised as being inadequate for both current and future needs. A sum of \$300,000 would allow for the existing office to be extended to cater for the short to medium term needs of administration staff. It is proposed that this money will be fully spent within the next five years.

Shire Office Redevelopment Reserve	2008/09	2009/10	2010/11	2011/12	2012/13
Opening Balance	300,000				
Reserve Interest earned (6%)	15,000				
Expenditure	315,000				
Closing Balance	0	0	0	0	0

It is possible that some savings could be derived from this project, depending on the final design to be chosen. These additional funds could be expended on additional landscaping, sealing of car park etc or reallocated for another purpose.

- SCHORER RD INDUSTRIAL DEVELOPMENT** \$400,000
The deal to purchase this land was recently finalised and subdivision approval has been obtained. Council is now required to complete the infrastructure works to satisfy the conditions of the subdivision approval before the land transaction can be completed.

The following model describes how these works can be funded and any profits redistributed.

Schorer Rd Industrial Development	2008/09	2009/10	2010/11	2011/12	2012/13
Opening Balance	400,000	172,500	182,850	193,820	205,450
Land Acquisition	400,000	0	0	0	0
Development Costs	201,500	0	0	0	0
Reserve Interest earned (6%)	24,000	10,350	10,970	11,630	12,330
Proceeds from Sale	750,000	0	0	0	0
Closing Balance	172,500	182,850	193,820	205,450	217,780

- **STAFF HOUSING RESERVE** \$250,000
The following model describes how two new staff houses can be developed using a combination of these funds, asset sales and grant funds to finance their construction.

Staff Housing Reserve	2008/09	2009/10	2010/11	2011/12	2012/13
Opening Balance	250,000	465,000	292,900	310,470	79,100
Sale of Asset – 35 Down St	200,000	0	0	0	300,000
Interest earned (6%)	15,000	27,900	17,570	18,630	22,750
Expenditure	0	200,000	0	250,000	0
Closing Balance	465,000	292,900	310,470	79,100	401,850

The cost of constructing new residences are based on a grant of \$50,000 being received from the Country Housing Authority to construct a new dwelling for the Deputy Chief Executive Officer's residence. It is the view of the Chief Executive Officer that the Shire of Wandering is likely to receive only one such grant, hence the difference in construction costs in the two residences to be constructed.

- **TOWN PARK REDEVELOPMENT RESERVE** \$22,500
These funds would be allocated to the Town Park Street Art Project outlined at the February 2008 Meeting of Council, for funds to match grants etc if so required. It may be possible that these funds may not be required, i.e. if private developer public open space contributions are utilised and could be reallocated at a later date.

Town Park Development Reserve	2008/09	2009/10	2010/11	2011/12	2012/13
Opening Balance	22,500	23,850			
Interest earned	1,350				
Expenditure	0	23,850			
Closing Balance	23,850	23,850	0	0	0

The above expenditure is assumed to be the net cost to Council, less all grants, sponsorship and private donations received. The total project cost will therefore be the balance of this Reserve plus all other sources of funds.

- **WATTS ST COMMERCIAL FACILITY** \$300,000
These funds would be allocated to the existing Commercial Development Reserve, to be used if Council chooses to proceed with this project. No planned expenditure is forecast for the next five year period, although this is subject to further Council deliberations on this matter.

Watts St Commercial Facility	2008/09	2009/10	2010/11	2011/12	2012/13
Opening Balance	570,000	604,200	640,450	678,880	719,610
Interest earned	34,200	36,250	38,430	40,730	43,180
Expenditure	0	0	0	0	0
Closing Balance	604,200	640,450	678,880	719,610	762,790

- LAND AND BUILDINGS RESERVE \$100,000
These funds would have no specific purpose at this stage other than to “top up” the existing land and Buildings Reserve and are not proposed to be spent in the next five year period.

Land and Buildings Reserve	2008/09	2009/10	2010/11	2011/12	2012/13
Opening Balance	410,000	434,600	460,700	488,350	517,650
Interest earned	24,600	26,100	27,650	29,300	31,060
Expenditure	0	0	0	0	0
Closing Balance	434,600	460,700	488,350	517,650	548,710

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.

RECOMMENDATION

That Council make the following allocations from the proceeds of the Dunmall Drive residential subdivision, assuming a net profit of \$1,500,000 and that the 2007/08 Municipal Budget be amended to reflect these changes; and further that the profits be allocated on a percentage basis, as prescribed below, if the actual profit is not insignificantly different to this \$1,500,000;

• Purchase of Lots 60, 61 and 300 Turton Rd	\$127,500	(8.5%)
• Shire Office redevelopment	\$300,000	(20.00%)
• Schorer Rd industrial development	\$400,000	(26.66%)
• Staff Housing Reserve	\$250,000	(16.66%)
• Town Park Redevelopment Reserve	\$22,500	(1.5%)
• Watts St commercial facility	\$300,000	(20.00%)
• Land and Buildings Reserve	<u>\$100,000</u>	<u>(6.68%)</u>
	\$1,500,000	100.00%

Absolute Majority Required

RESOLUTION 156:2007/08

Moved Cr White seconded Cr Hardie

That Council make the following allocations from the proceeds of the Dunmall Drive residential subdivision, assuming a net profit of \$1,500,000 and that the 2007/08 Municipal Budget be amended to reflect these changes; and further that the profits be allocated on a percentage basis, as prescribed below, if the actual profit is not insignificantly different to this \$1,500,000;

• <i>Purchase of Lots 60, 61 and 300 Turton Rd</i>	<i>\$127,500</i>	<i>(8.5%)</i>
• <i>Shire Office redevelopment</i>	<i>\$300,000</i>	<i>(20.00%)</i>
• <i>Schorer Rd industrial development</i>	<i>\$400,000</i>	<i>(26.66%)</i>
• <i>Staff Housing Reserve</i>	<i>\$250,000</i>	<i>(16.66%)</i>
• <i>Town Park Redevelopment Reserve</i>	<i>\$22,500</i>	<i>(1.5%)</i>
• <i>Watts St commercial facility</i>	<i>\$300,000</i>	<i>(20.00%)</i>
• <i>Land and Buildings Reserve</i>	<i><u>\$100,000</u></i>	<i><u>(6.68%)</u></i>
	<i>\$1,500,000</i>	<i>100.00%</i>

Carried 7:0

10.4.3 Rubbish Disposal Site, Lease 1785/97 North Bannister Site – Outstanding Payment

REFERENCE: 13.1.6
DATE OF REPORT: 10 April 2008
REPORT AUTHOR: Rhona Hawkins
SENIOR OFFICER: Garry Bird
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Nil

BACKGROUND

An invoice has been received from the Department of Environment and Conservation for rental of the Rubbish Disposal Site for the ten year period 01/12/1997 to 30/11/2007 for a total of \$2140.00.

COMMENT – GENERAL

The Shire's accounting records were checked thoroughly and no payment of this account can be found. Contact has been made with the previous Chief Executive Officer, Mr Mick Oliver who was adamant this bill would have been paid.

The Shire is in receipt of a letter from the Department of Conservation and Land Management dated 23 February 2004 responding to our letter of 21 May 2001. This letter states "Once the signed agreement is received back at this office, an invoice for rental from 1/12/1997 to 30/11/2004 will be forwarded.". This agreement was signed by Mr Oliver on 15 July 2004.

Discussions with the Department of Environment and Conservation has revealed their accounting department never raised an invoice for this amount and the omission was only uncovered during an audit of its leases in 2007. Considering they never sent an invoice, it would be unlikely a payment would be made without supporting documentation.

A further check of our records has been made with particular attention to transactions with the following descriptions: land, enviro, lease, tip, rubbish and CALM. These searches have only uncovered lease payments in 1996 and 1997 along with payments for the rubbish tip licence. These searches have been carried out on the Voucher Payment Listing submitted to Council each month, the previous accounting system MYOB and the current Quickbooks program but to no avail.

STATUTORY IMPLICATIONS

Local Government Act 1995
Council may be in breach of the Lease Agreement

STRATEGIC IMPLICATIONS

There are no strategic implications in regards to this Item.

PUBLIC CONSULTATION

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

SOCIAL IMPLICATIONS

There are no social implications in regards to this Item.

FINANCIAL IMPLICATIONS

An amount of \$1600 has been allocated in the 2007/08 Municipal Budget for this purpose leaving a shortfall of \$540.00.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications in regards to this Item.

RECOMMENDATION

**That Council approve the payment to the Department of Environment and Conservation for the rental of the Rubbish Disposal Site for ten years from 01/12/197 to 30/11/2007 for a total of \$2140.00
Simple Majority Required**

RESOLUTION 157:2007/08

Moved Cr McNeil seconded Cr Hardie

That Council approve the payment to the Department of Environment and Conservation for the rental of the Rubbish Disposal Site for ten years from 01/12/97 to 30/11/2007 for a total of \$2140.00.

Carried 7:0

10.4.2 Council Policy – Authority to Approve and Sign Payments

REFERENCE:	Policy Manual
DATE OF REPORT:	10 April 2008
REPORT AUTHOR:	Rhona Hawkins
SENIOR OFFICER:	Garry Bird
VOTING REQUIREMENTS:	Simple Majority
ATTACHMENTS:	Authority to Approve and Sign Payments

BACKGROUND

At the 18th of October 2007 Ordinary Meeting of Council, the following resolution was passed:

“RESOLUTION 057:2007/08

Moved Cr Price seconded Cr Kerr

That Council adopt the new Policy “Authority to Approve and Sign Payments” as attached and that staff be provided with detailed instruction as to the intent and operation of this Policy.”

This policy did not take into consideration the need for the Finance Officer to prepare the account for payment and submit the payment online ready for verification by a digital signatory.

COMMENT – GENERAL

The revised Policy includes the authority for the Finance Officer to digitally submit the payments online in the first instance. These transactions must still be digitally counter signed and all transactions over \$5,000 also required the submission of a password and token number unique to the Chief Executive Officer or Deputy Chief Executive Officer.

STATUTORY IMPLICATIONS

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

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

It is recommended that Council adopt the revised Policy “Authority to Approve and Sign Payments” as attached and that staff be provided with detailed instruction as to the intent and operation of this Policy.

Simple Majority Required

RESOLUTION 158:2007/08

Moved Cr Price seconded Cr White

That Council adopt the revised Policy “Authority to Approve and Sign Payments” as attached and that staff be provided with detailed instruction as to the intent and operation of this Policy.

Carried 7:0

10.5 ENVIRONMENTAL HEALTH OFFICER'S/ BUILDING INSPECTOR'S REPORT**10.5.1 Environmental Health Officer's Report – April 2008**

Nil.

10.5.2 Building Inspector's Report – April 2008

Nil.

11. ELECTED MEMBERS' ROADWORKS REPORTS**11.1.1 Cr McNeil – Ant Problem North Wandering Road**

Cr Mc Neil reported on significant ant activity occurring on the bitumenised surface of the North Wandering Road adjacent to the six mile hill. The ants have damaged several small sections of the road and Cr McNeil expressed concern for the potential to undermine the constructed road pavement.

The Chief Executive Officer advised that Council's works crew had been alerted to the problem and had sprayed the affected areas. This treatment would be monitored with a pest control firm to be engaged if it proves to be unsuccessful.

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**13.1.1 Environmental Health Officer/Building Surveyor – Service with Pingelly**

The Chief Executive Officer advised Council that the Environmental Health Officer/Building Surveyor, Mr Rodney Wood, had tendered his resignation with the Shire of Pingelly. Discussions with the Chief Executive Officer of Pingelly indicates that it is their preferred position to appoint a full time replacement for Mr Wood and as such would have no surplus time to contract to the Shire of Wandering. The Chief Executive Officer commented that Environment Health Officers/Building Surveyors are in extremely short supply and that it may proved difficult to find a suitable replacement.

Council requested the Chief Executive Officer to undertake discussions with Mr Wood to determine his availability to continue to provide these services to the Shire of Wandering, other options that may exist and report back to the May 2008 Ordinary Meeting of Council.

13.1.2 Construction of New Toilet Block Wandering Town Park

The Chief Executive Officer reported to Council of a quotation received to construct a ablution facility at the Wandering Town Park which provided for a total construction costs of \$100,000. Grant funding is currently available for these projects or though the maximum sum that can be obtained is only \$25,000 which would still require a significant financial contribution from the Shire of Wandering to construct such a facility.

Direction was requested as to whether Council would be prepared to contribute approximately \$90,000 in cash in the event any grant application was successful and whether grant funding should in fact be applied for.

RESOLUTION 159:2007/08

Moved Cr Kerr seconded Cr Hardie

That the Chief Executive Officer be instructed to submit a grant funding application to the Community Facilities Funding Program, administered by the Department of Local Government and Regional Development to construct replacement ablution facilities at the Wandering Town Park and further that this project be included in the 2008.2009 Draft Municipal Budget for further consideration

Carried 7:0

13.1.3 Cr Price – Emergency Services Levy Funding 2007/2008

Cr Price requested a summary of expenditure to date and an itemised list of outstanding purchases. These details are to be presented to the May 2008 Ordinary Council meeting for discussion.

14. QUESTIONS & DISCUSSIONS WITHOUT RESOLUTIONS**15. INFORMATION BULLETIN**



COUNCILLORS INFORMATION BULLETIN – APRIL 2008

INDEX

1. **Chief Executive Officer's Information Report**
 - 1.1. Planning Approvals issued by CEO using Delegated Authority from Council.
 - 1.2. Planning and Subdivision Decisions received from Western Australian Planning Commission.
 - 1.3. Dept of Local Government and Regional Development – Withdrawal of Australian Accounting Standard (AAS) 27.
 - 1.4. Dept of Local Government and Regional Development – Local Government Act Council Member Conduct Complaint Forms.
 - 1.5. Dept of Local Government and Regional Development – 2008/09 WA Regional Initiatives Scheme.
 - 1.6. Project Update – WA Road Safety Strategy 2008-2020.
 - 1.7. Water Corporation – Review of Small Country Towns Sewerage Program.
 - 1.8. The Cancer Council of WA – Local Government Sun Protection Survey.
 - 1.9. Office of Crime Prevention – Shire of Wandering 2005 Community Crime Profile.
 - 1.10. Dept of Health – Extending the Smoking Ban to Alfresco Dining and Public Beaches
 - 1.11. Dept of Water – Waters and Rivers Commission Closes It's Doors.
 - 1.12. Tourism WA – Tourism 2020: A Chance to Have Say.
 - 1.13. The Hon David Templeman MLA – Ministerial Waste Summit 2007.
 - 1.14. National Transport Commission – Performance Based Standards (PBS) Reform for Heavy Vehicles.
 - 1.15. Peel Development Commission – Minutes from Special Meeting with Representatives of the Minister for Planning and Infrastructure the Hon Alannah MacTiernan.
 - 1.16. Wheatbelt South Tourism Assoc – March 2008 Newsletter.
 - 1.17. Hotham Way Tourist Route Committee - Minutes of Meeting 11 March 2008.
 - 1.18. FESA Great Southern region – Minutes of DOAC Meeting 11 March 2008.
 - 1.19. Wagin Waste Group – Minutes of Meeting 27 March 2008.
 - 1.20. Wandering Primary School – Newsletter 20 March 2008.
 - 1.21. Wandering Primary School – Newsletter 4 April 2008
 - 1.22. Shire of Cuballing – The “Cuby” News April 2008.
 - 1.23. WALGA – State Council Agenda April 2008.
 - 1.24. WALGA – InfoPage's February to March 2008.
 - 1.25. WALGA – LG News 17 March 2008.
 - 1.26. WALGA – LG News 25 March 2008.
 - 1.27. WALGA – LG News 31 March 2008.
 - 1.28. WALGA – LG News 7 April 2008.
 - 1.29. Municipal Waste Advisory Council – March 2008.
2. **Building Surveyor's Report and Environmental Health Officer's Report**
3. **Staff**
4. **Works Information Report**
5. **Plant Information Report**
6. **Outwards Correspondence**

Scenic Wandering

1. CHIEF EXECUTIVE OFFICER'S INFORMATION REPORT

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

In accordance with the Delegated Authority issued by Council to the Chief Executive Officer (Item 5.2.4 20 June 1996 and 9.1.1 15 May 1997), the following Planning Approvals have been issued for the period 13 March to 10 April 2008.

Nil.

1.2 Planning and Subdivision decisions received from the Western Australian Planning Commission (Property Files)

The following decisions have been received from the Western Australian Planning Commission during December and January. A copy of the correspondence is available on request from the Chief Executive Officer

- Subdivision Application No 136624 Lots 7906, 4566, 5072, 7767, 14553, 3198, 7905 Mooterdine Loop.

Approval subject to conditions.

- Subdivision Application No 136501 Lot 19784 Deans Rd.

Approval subject to conditions.

1.3 Dept of Local Government and Regional Development – Withdrawal of Australian Accounting Standard (AAS) 27 (10.1.10)

Correspondence has been received from the Department of Local Government and Regional Development advising that the Australian Accounting Standards Board (AASB) has announced the withdrawal of AAS 27 Financial Reporting by Local Governments.

This decision has arisen from a change of philosophy at the AASB and is accompanied by the introduction of the following standards which in effect replace the now former AAS 27;

- AASB 1051 Land Under roads
- AASB 1052 Disaggregated Disclosures
- AASB 2007-09 Amendments to Australian Accounting Standards arising from the review of AAS27, 29 and 31.

These changes are to take effect for the annual reporting period on or after 1 July 2008, with the Department currently preparing legislative amendments to the Local Government Act 1995 to reflect these changes.

Staff will be attending a training session in May 2008 that will provide information regarding the new reporting formats and further updates will be provided to Council as the full impact of these changes is understood.

1.4 Dept of Local Government and Regional Development – Local Government Act Council Member Conduct Complaint Forms (18.1.3)

Recent amendments to the Local Government Act 1995, including the introduction of the Rules of Conduct Regulations, has resulted in the development of a standard complaint handling process against staff and elected members by the Department.

Forms for use by those wishing to lodge a complaint have been developed in accordance with these Regulations and have been distributed to all local authorities.

Copies of the complaint forms will be available to members of the public and are available for Elected Members if required.

1.5 **Dept for Local Government and Regional Development – 2008/09 WA Regional Initiatives Scheme (18.1.14)**

The WA Regional Initiatives Scheme (WARIS) provides funding for projects that result in social, economic or environmental benefits to two or more regions of Western Australia.

The 2008/2009 round of the Scheme opens for application on 7 April 2008 for a 6 week period, closing on 21 May 2008.

The program is for non capital works and it is not proposed to submit an application for the 2008/09 round.

1.6 **Project Update – WA Road Safety Strategy 2008-2020 (1.10.1)**

Councillors would be aware of a proposal by the Office of Road Safety to reduce the open speed limit on country roads to 100kph as part of the draft Road Safety Strategy 2008-2020.

As requested by Council, the Chief Executive Officer has written to local Members of Parliament, WALGA and the Office of Road Safety to register our strong objections to this proposal.

The Hon Max Trenorden MLA, Member for Avon, has responded to this correspondence advising that he supports Council's position on this matter and will be doing everything within his powers to prevent the introduction of this legislation in its current form.

WALGA have advised that they will be discussing the matter at the next "Policy team" meeting and will advise Council of its deliberations in due course.

The Office of Road Safety has thanked Council for our input and is currently making modification to the draft based on community and stakeholder input. No mention is made on whether the reduction of the open speed limit on country roads is one of the modifications being made.

The Chief Executive Officer continues to monitor this situation and will provide updates to Council as they arise.

1.7 **Water Corporation – Review of Small Country Towns Sewerage Program (732.1.1)**

Correspondence has been received from the Water Corporation advising that the Minister for Water Resources has determined that the Small Country Towns sewerage program will not continue in its current form, on the basis that the program is economically unviable.

Although the Water Corporation and the Minister claim that a new Scheme will be introduced, it is the view of the Chief Executive Officer that any new scheme will only shift the costs to providing this service to Local Government and reflects the State Government's lack of commitment to providing basic infrastructure to rural communities.

1.8 **The Cancer Council of WA – Local Government Sun Protection Survey (4.1.6)**

In 2007, the Cancer Council of WA conducted the Local Government Sun Protection Survey to examine the sun protection policies and practices of local councils across the state. The results of the survey were encouraging in that it suggests sun protection is addressed across many areas of council activity although improvements could be made to the areas of policy, planning and development.

1.9 **Office of Crime Prevention – Shire of Wandering 2005 Community Crime Profile (13.1.1)**

The 2005 Shire of Wandering Community Crime Profile is now available online at the Office of Crime Prevention's (OoCP) website. The profile is made available free of charge to those local authorities who have a partnership agreement with OoCP.

A copy of the profile is available on request from the Chief Executive Officer.

- 1.10 **Dept of Health – Extending the Smoking Ban to Alfresco Dining and Public Beaches (13.1.1)**
The Dept of Health have provided advice that they are currently examining extending the current smoking ban to include alfresco areas and public beaches.

An Issues Paper has been received from the Department, which summarises the implications of any amendments to the existing legislation and Local Government staff will be contacted during April 2008 to discuss these issues in greater depth.

- 1.11 **Dept of Water – Waters and Rivers Commission Closes It's Doors (32.1.1)**
On 31 January 2008, the Waters and Rivers Commission officially ceased to exist and in its place the Dept of Water was officially recognised as the state's water management organisation. The Dept of Water was established in 2006 to consolidate all water management related functions and agencies to ensure a central focus to water management issues.

- 1.12 **Tourism WA – Tourism 202: A Chance to Have a Say (18.1.9)**
Tourism WA has released their Strategic Plan for the period to 2020 and has invited public submissions regarding the future direction of the tourism industry.

The final Strategy will be adopted later in 2008 and comment from key stakeholders is encouraged.

It is not proposed to prepare a submission on behalf of the Shire of Wandering.

- 1.13 **The Hon David Templeman MLA – Ministerial Waste Summit 2007 (13.1.13)**
The Minister for the Environment, the Hon David Templeman MLA, has provided correspondence summarising the major issues that were discussed at the 2007 Ministerial Waste Summit, held in September 2007.

The correspondence attempts to articulate the State Government's objectives and priorities for waste management in the state over the next fifteen year period.

- 1.14 **National Transport Commission – Performance Based Standards (PBS) Reform for Heavy Vehicles (18.1.12)**
PBS is a major transport network reform approved by the Australian Transport Council in October 2007 and previously endorsed by the Council of Australian Governments (COAG) in 2006 as part of the transport reform agenda.

An Information Kit regarding the introduction of PBS has been received from the National Transport Commission.

In summary the PBS allows the potential for heavy vehicle operators to achieve higher productivity and safety through innovative vehicle design. It is proposed that access to a greater number of vehicle routes will be made available to those heavy vehicle operators who adopt the new standards and make the necessary modifications to their vehicles.

- 1.15 **Peel Development Commission – Minutes from Special Meeting with Representatives of the Minister for Planning and Infrastructure the Hon Alannah MacTiernan MLA (18.1.35.1)**
Minutes from a Special Meeting of the Boddington Gold Mine Strategic Planning Committee have been received from the Peel Development Commission.

Cr White and the Chief Executive Officer have previously reported on their attendance at this Meeting to the March 2008 Ordinary Meeting of Council.

A copy of the Minutes from this Meeting is available on request from the Chief Executive Officer.

- 1.16 **Wheatbelt South Tourism Association – March 2008 Newsletter (18.1.11)**
A copy of the March 2008 Newsletter of the Wheatbelt South Tourism Association has been received, which provides an update of recent activities of the Association.

A copy of the Newsletter is available on request from the Chief executive Officer.

- 1.17 **Hotham Way Tourist Route Committee – Minutes of Meeting 11th of March 2008 (18.1.30)**
A copy of the Minutes of the Hotham Way Tourist Route Committee Meeting, held 11 March 2008, has been received and is available on request from the Chief Executive Officer.
- 1.18 **FESA Great Southern Region – Minutes of Meeting 11 March 2008 (4.1.6)**
A copy of the Minutes of the Upper Great Southern District Operations Advisory Committee (DOAC) Meeting, held 11 March 2008 have been received.
- 1.19 **Wagin Waste Group - Minutes of DOAC Meeting 27 March 2008 (13.1.6)**
A copy of the Minutes of the Wagin Waste Group Meeting held 27 March 2008 has been received.

Cr Hardie and the Chief Executive Officer have previously reported on their attendance to Council.
- 1.20 **Wandering Primary School – Newsletter 20 March 2008 (8.1.1)**
Topics included are:
- Banners in the Terrace Competition.
 - School Bus Committee Meeting.
 - Environmental Program.
 - Lions Club can collection.
- 1.21 **Wandering Primary School – Newsletter 74 April 2008 (8.1.1)**
Topics included are:
- Anzac and Parent Open Day.
 - Grounds Committee; invitation to join.
 - Interschool Swimming Carnival.
 - Part Time employment vacancies.
- 1.22 **Shire of Cuballing – The “Cuby” News (no file)**
The latest edition of the “Cuby” News has been received from the Shire of Cuballing. A copy of the newsletter is available from the Chief Executive Officer on request.
- 1.23 **WALGA – State Council Agenda (Various)**
The Agenda for the WALGA April State Council Meeting has been received. Issues contained within the Agenda were discussed at the WALGA Central Country Zone Teleconference on 7 March 2008.
- 1.24 **WALGA – InfoPage’s March to April 2008 (Various)**
Information Notes received from WALGA since the last Council Agenda are summarised below for the information of Elected Members.
- Council of Australian Governments – Reform Agenda.
New Public Health Bill 2008 WALGA Position paper.
2008 Roads and Transport Forum
Nominations for Culture and Arts Technical Reference Group
Summary of Current Committee vacancies
Breakfast with the Police Commissioner
Policy on the impact of resource and industrial developments on local road maintenance and funding.
- 1.25 **W.A.L.G.A. – LG News 17 March 2008 (18.1.3)**
Topics include:
- New Public Health Bill Seminars.
 - HR Seminar – The Moving Landscape.
 - Illegal Dumping Workshop.

- Community Facilities Grants Program.

1.26 **W.A.L.G.A. – LG News 25 March 2008 (18.1.3)**

Topics include:

- Roads and Transport Forum 2008.
- New funding arrangements for NRM.
- 2008 Local Government Road Safety Awards.
- WALGA Model Code of Conduct.
- Community Cultural Planning Fund.

1.27 **W.A.L.G.A. – LG News 31 March 2008 (18.1.3)**

Topics include:

- Roads and Transport Forum 2008.
- Breakfast with Police Commissioner Callaghan.
- Attendance of Elected Members at State Administrative Tribunal matters.
- State Crime Prevention Strategy renewal.

1.28 **W.A.L.G.A. – LG News 7 April 2008 (18.1.3)**

Topics include:

- SSS Draft Plan – extended feedback.
- 2020 Summit – WA Local Government representation.
- Energy procurement project.
- Vacancies on Boards and Committee's.

1.27 **Municipal Waste Advisory Council – March 2008 Information Bulletin (18.1.3)**

The monthly Information Bulletin from the Municipal Waste Advisory Council has been received which details recent activities and issues that have been brought before the Council.

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

Environmental Health Officer/ Building Surveyor's Activity Report 14th December 2007 to 11th April 2008.

2.1 **Environmental Health.**

Septic Tank Approvals

APPROVAL NUMBER	OWNER	ADDRESS
13/07	R Cook	Lot 106 Dunmall Dve
14/07	D Blacker	Lot 18 Mellows Rd
15/07	M May	Lot 7 Young Rd
16/07	Allonville Pty Ltd	Lot 23 O'Connell Rd
17/07	R Madrigo	Lot 63 Moramocking Rd
18/08	G Bowen	Lot 93 O'Connell Rd
19/08	B Sibley	Lot 124 Down St
20/08	R Steer and D Ebsary	Loc 1368 North Bannister – Wandering Rd
21/08	G Treasure	Lot 110 Gnowing St

Food Premises Inspections

Halfway Roadhouse 3 inspections
Wandering Tavern.

Other Environmental Health Matters

Nil

2.2 Building Surveyor**Building Inspections**

A number of inspections have been carried out during the reporting period with a good deal of activity in the new town subdivision and the 2nd stage of the Blackboy Springs Estate.

In most cases owners, prior to building, like to meet onsite and discuss matters such as building location, soil types and septic tank requirements.

All of this is time consuming but very important if future problems are going to be avoided.

Soil types vary considerably throughout the Shire and consequently it is critical that septic tanks be installed only after an onsite inspection is first carried out.

Building Approvals

Building Permits have been issued as follows:

DATE	LICENSE NO	OWNER	ADDRESS	TYPE	VALUE
17.01.08	21	R & D Madrugo	63 Moramocking Rd	Dwelling	\$157,240
17.01.08	22	D Chambers	3 Pollard Rd	Shed	\$11,000
17.01.08	23	G Carstairs	121 Down St	Shed	\$6,000
24.02.08	24	S & N Kelliher	350 Wandering-Pingelly Rd	Dwelling	\$91,000
24.01.08	25	S Thornton	186 Fuller Rd	2 Sheds	\$20,000
31.01.08	26	J & D Lockwood	47 O'Connell Rd	Shed	\$19,800
31.01.08	27	B Warnock	4914 York Williams Rd	Shed	\$4,000
21.02.08	28	G Bowen	93 O'Connell Rd	Dwelling	\$150,000
27.02.08	29	B Sibley & S Constantine	124 Down St	Dwelling	\$70,000
27.02.08	25A	G Treasure	110 Gnowing St	Dwelling	\$150,000
20.03.08	30	R Steer and D Ebsary	2507 North Bannister – Wandering Rd	Kiosk	\$190,000
20.03.08	31	D Parsons	450 George Rd	Dwelling	\$80,000
20.03.08	32	C Maylor	26562 Albany Highway	Kitchen additions and ablutions	\$45,000
27.03.08	33	D Morris	6 Blackboy Gully Rd	Shed	\$18,000

General Matters

The EHO/BS has worked with the Chief executive Officer in preparing a new;

1. Outbuildings Policy,
2. Second-hand Transportable Buildings Policy

Over recent weeks the EHO/BS has conducted a number of site visits, phone conversations and office meetings with the owners of the Halfway Roadhouse/Tavern. The [proposal that was recently given planning approval by Council is substantial and a good deal of time has been and will need to be spent on the building license and the waste disposal system. It is pleasing to report that owners have been extremely cooperative and the end result should be an attractive and much needed development for the district.

A good deal of building activity is currently under way at the moment and this has meant numerous office meetings, telephone calls and site meetings.

Quite a number of out of hours phone calls are being made to the EHO/BS at the Shire of Pingelly but at this stage are not creating too much of a concern, but will need to be monitored to ensure equity in the hours allocated to this position by both Shires.

3. **STAFF**

3.1 **Leave and Overtime Report – March 2008.**

Leave taken for months of March is as follows:

LEAVE TYPE	HOURS
Annual Leave	124.3 hours
Sick Leave	9.00 hours
Bereavement Leave	Nil hours
Long Service Leave	Nil hours
Leave Without Pay	Nil hours
Overtime	15.0 hours

4. **WORKS REPORT** – 12 March 2008 to 9 April 2008

4.2 **Construction**

North Bannister Wandering Rd reconstruction (E157402) is progressing, North Bannister Wandering Rd seal reseal (E157405) has been completed including sweeping of new seal, Pumphreys Rd seal reseal (E157408) has been swept.

4.3 **Maintenance**

Spraying has been carried out on the York Williams Rd and Carabin Rd as well as the town areas and oval. Guide posts have been straightened replaced and re erected on various roads. Branches and debris have been removed from various roads, and an outbreak of Cotton Bush has been monitored. Culverts have been checked in various areas for blockages and flow.

Maintenance carried out on machinery and plant this month included;

Fire extinguisher six monthly checks on all machine extinguishers.

T1, Isuzu FVZ1400 truck, returned to Howard Porter for re routing of air control lines for hydraulics and PTO.

Stationary pump engines have been serviced

Bitumen patching

Wandering Pingelly Rd and North Bannister Wandering Rd have had patches put in place.

Maintenance Grade

Dragging has continued this month with the following roads maintained Noombling Norrine Rd, Fourteen Mile Brook Rd, Dwarda East Rd and Anderson Rd.

Signs

No new signage has been erected this month.

Depot

Fire extinguishers six monthly inspection has been carried out.

New casual employee inducted.

Town

Spraying for control of Lovegrass has been ongoing on cricket oval, stinkweed, suckers and blackberry have been targeted in spraying, several large branches have been removed and mowing has taken place as required.

Next Jobs

Box culvert installation. North Bannister Wandering Rd Construction. Seal works. Maintenance dragging.

4.4 **Private Works**

One load of sand has been delivered, one driveway has been graded, one driveway has been constructed, lawns mowed and spoil removed.

4.5 **Fuel Quotes (11.1.1)**

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

17 March 2008**Diesel**

Cooper and Dysart Pty Ltd	\$148.9000
Great Southern Fuel Supplies	did not quote
Fuel Distributors of WA	\$149.2000

An order for 4500 litres was issued to Cooper and Dysart Pty Ltd.

4.6 **Traffic Counts**

No traffic counts have been undertaken this month.

4.7 **Roadwork's Requests Received**

Nil

4.8 **Councillors Roadwork's Requests from Previous Meeting/s****11. ELECTED MEMBERS' ROADWORKS REPORTS****Cr Hardie – Tree Pruning Ricks Road**

Cr Hardie requested tree pruning on the corner of the North Bannister Wandering Road and Ricks Road be included for consideration in the 2008/09 Municipal Budget.

Cr Kerr – Installation and Location of Guide Posts

Cr Kerr requested that monies be included in the 2008/09 Municipal Budget for the installation of additional guide posts to all Shire roads. It was also commented that the way in which some guide posts are being positioned on the road itself needs to be examined to ensure the guide posts are both easily visible and not narrowing the width of the trafficable surface.

5. PLANT REPORT

5.1 **Caterpillar 12H 3306 6NC25698 Grader** – WD.483 – G1 – 5,228hrs (69 hrs for month)

5.2 **Caterpillar 120H Grader (Serial No 2AN0039)** – WD.300 – G2 – 9,898hrs (10 hrs for month)

5.3 **Isuzu FVZ1400 Tandem Axle Truck** – WD.458 – T1 – 16,361km (877kms for month)

5.4 **Isuzu FVZ1400 Tandem Axle Truck** – WD.355 – T2 – 132,405km (911kms for month)

5.5 **Mitsubishi FE649EWSRFAA Crew Cab Truck** – WD.6 – 108,920km (1,475kms for month)

5.6 **Caterpillar 924G Loader** – WD.118 – L1 – 355hrs (63hrs for month)

5.7 **John Deere 6510 Tractor** – WD.229 – TC1 – 3,138hrs (11 hrs for month)

5.8 **Multipac VP200 SP Roller (Serial No 1447)** – WD.182 – RL2 – 7,389hrs (11hrs for month)

5.9 **Caterpillar CS-563E Roller (Serial No ASA00505)** – WD.219 – RL4 – 566hrs (25hrs for month)

5.10 **Statesman Sedan** – 0.WD – 38,588kms (2,982kms for month)

5.11 **Toyota Hilux 3.0D LN167R 4 x 4 Utility** – WD.487 – 156,705kms (2,298kms for month)

5.12 **Isuzu FSS Wandering Town 2.4B Fire Truck** – 1CPF913 – 1,315 km (0kms for month)

5.13 **Isuzu FSS500 Fire Truck (VIN J202129)** – WD.475- 81,326km (0kms for month)

5.14 **Hustler Mini Z Zero Turn Mower (Serial No 7070336)** - 9 hrs (0 hrs for month)

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

OtherMoore Multi Tyred Drawn Roller - RL1Stihl 009AV, 034AV @ 039AV Chainsaws, Whipper SnipperSewell B200 Road BroomDrag**6. OUTWARD CORRESPONDENCE**

Date	Addressee	Subject
11/03/2008	Hotham Catchment Landcare	Inv 2158
11/03/2008	Shire of Cuballing	Inv 2159
12/03/2008	FESA	Funding
12/03/2008	CAN Catalyst Funding	Funding
12/03/2008	P Ferguson	Rates Notice
12/03/2008	NS Weir	Rates Notice
12/03/2008	K Robinson	Rates Notice
12/03/2008	P Dodd	Rates Notice
12/03/2008	Coranning Pty Ltd	Rates Notice
12/03/2008	D Morris	Rates Notice
12/03/2008	Sean Craig	Rates
13/03/2008	Main Roads	Instrument of Authorisation
18/03/2008	Combined Property Settlements	Sale of Lot Wandering
19/03/2008	K Muller	Casual Plant Operator
25/03/2008	Andrew Lansley	Receipt for Inv 1863
26/03/2008	V & M Joldescu	Interim Rates
26/03/2008	Chertsey Properties Pty Ltd	Interim Rates
26/03/2008	George Boulazeris Dept of Local Government and Regional Development	Building Application Information CEO Remuneration
27/03/2008	J McNeil	Inv 2164
27/03/2008	Cranston Pty Ltd	Inv 2163
27/03/2008	Office of Crime Prevention	Inv 2162
27/03/2008	Patchett, K & J	Inv 2161
28/03/2008	JR Price	Rates Statement
28/03/2008	Anglo Estates	Rates Statement
28/03/2008	B Kelliher	Quotation - Pipe Underpass
31/03/2008	Weguelin, A & J	Special Series Plates
31/03/2008	P Egerton-Warburton	Special Series Plates
31/03/2008	S Cornish	Special Series Plates
31/03/2008	R Bostock	Special Series Plates
31/03/2008	SAC	Statement
31/03/2008	Weir, Neville	Statement
2/04/2008	Shawny & Family	Interim Rates
2/04/2008	LGIS Insurance Broking	Insurance Renewal
2/04/2008	Mr C Maylor	Application for Planning Approval
2/04/2008	Threeway Pty Ltd	Application for Planning Approval
2/04/2008	Threeway Pty Ltd	Application 136992
2/04/2008	Survey WA Pty Ltd Dept of Local Government and Regional Development	Application 136992 2007 Compliance Audit Return (CAR)
2/04/2008	WA Planning Commission	Application 136992
4/04/2008	Eric Evans	Application for sewerage
4/04/2008	J Killick & N Skinner	Lot 52 O'Connell Rd
4/04/2008	D Warburton	Road Improvements
4/04/2008	ATO	Taxation Declaration K Muller
7/04/2008	Main Roads	Inv 2184
7/04/2008	Chris Little	Inv 2186

10/04/2008	Dean Warburton	Bush Fire Permit Book
10/04/2008	Combined Property Settlements	Sale of Lot Wandering
10/04/2008	Main Roads	Crash Location Reports
10/04/2008	Mr H Dykstra	Preliminary Subdivision Concept
10/04/2008	CEO Shire of Boddington	Use of Wandering Refuse Site by Avon Waste
10/04/2008	P W McDonald	Licence Receipt
10/04/2008	Dryandra Grazing	Licence Receipt

16. MEETING CLOSURE

There being no further business, the Chairman closed the meeting at 5:20pm.

These Minutes were confirmed by Council at the Ordinary Council Meeting on 15 May 2008.

CR B E DOWSETT, Chairman