Minutes of the Ordinary Meeting of the Wandering Shire Council held in the Council Chamber on Thursday, 17 September 2009.

1. **DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS**
The Shire President Cr Bruce Dowsett declared the meeting open at 11:00am.

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

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

   **Apologies**

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**
   - Nil

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

   7.1 **20 August 2009 Ordinary Meeting of Council**
   Minutes from the Ordinary Meeting of 20 August 2009 have been circulated to Elected Members with the Agenda.

   **RECOMMENDATION**
   It is recommended that the Minutes of the Ordinary Council Meeting held on 20 August 2009 be confirmed.
RESOLUTION 366:2009/10
Moved Cr Price seconded Cr Kerr
That the Minutes of the Ordinary Council Meeting held on 20 August 2009 be confirmed.
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 Hardie at the Hotham Way Opening.
Cr Hardie advised the number of attendees was less than expected but the day was a success. An invoice should be sent shortly for the coffee mugs and is expected to be approximately $770.00.

RESOLUTION 367:2009/2010
Moved Cr Price seconded Cr McNeil
That Council contributes $300 to the CWA in recognition of their services for the Annual General Meeting, Hotham Way and other events throughout the year.
Carried 7:0

Cr McNeil expressed his concern over the general appearance of the gardens within the Shire. He was of the opinion an extra staff member was needed to take care of these duties.

10.1.2 Attendance of the President and the Chief Executive Officer at the meeting in Pingelly regarding amalgamations

Cr Dowsett advised that he and the CEO had attended a further meeting in Pingelly to consider amalgamation. The outcome of discussions is represented in the Shire of Brookton’s draft submission which has been circulated with the exception that the Shire of Beverley does not wish to be included with Brookton’s preferred option.

10.1.3 Attendance at the Alcoa day

Cr Price stated is was very much a public relations day centring around environmental issues with a tour of the mine site.

10.1.4 Attendance of Cr Barge at the Men’s Shed Conference in Mukiwbudin
The concept behind the Men’s Shed is to provide a facility for men to work in and develop community ideas, to socialise and is tied into the promotion of men’s health. Cr Barge advised there is funding available through Lotterywest, Royalties for Regions and other avenues.

10.1.5 Cemetery - Covered Entrance

Cr McNeil said a fax had been sent to the Shire from the Lions Club requesting consideration be given to a covered area being erected at the entry of the Cemetery to provide protection from the elements. Everyone agreed with the concept and Cr McNeil was requested to explore the idea further and present Council with some drawings and specifications.

10.1.5 Attendance of the Chief Executive Officer at the LGMA meeting

The Chief Executive Officer attending a recent LGMA meeting in Cuballing at which the main topic of discussion was amalgamations and the effect on local government employees.

10.2 COMMITTEE REPORTS

Nil.
10.3 CHIEF EXECUTIVE OFFICER’S REPORT

10.3.1 Common Seal Report

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 September 2009</td>
<td>Transfer of Land – Lot 118 Humes Way</td>
</tr>
</tbody>
</table>

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

Simple Majority Required

RESOLUTION 368:2009/2010
Moved Cr Hardie seconded Cr Kerr
That Council endorses the action of the Shire President and the Chief Executive Officer in affixing the Common Seal to the documents listed above, in accordance with Resolution 239:2008/09.
Carried 7:0

10.3.2 Royalties for Regions Funding – Regional Grouping

FILE REFERENCE: 9 September 2009
DATE OF REPORT: 9 September 2009
REPORT AUTHOR: CEO
SENIOR OFFICER: CEO
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Nil

BACKGROUND

The State Government has requested that Council nominate which regional group it wishes to participate with for funding allocation purposes.

COMMENT – GENERAL

As Council would be aware, R4R funding is increasingly and progressively allocated to a regional group rather than to individual councils over the life of the program. For the current financial year 30% of funding will be allocated to the regional group increasing to 70% in year four.

Although this decision is clouded to some extent by the reform agenda, it can be determined with some degree of certainty that reform should not impact in the current financial year and in all probability the next two. Therefore, as Council is currently aligned with the Dryandra Group (DVROC) this group should be nominated with the proviso that Council reserves the right to alter this nomination in the light of outcomes from the local government reform process.

It is believed that most of the councils comprising DVROC have opted for the status quo.
Council should also give some consideration to projects it wishes to see progressed with the regional allocation. It is believed that Cuballing will be seeking support for its equestrian project. Acceleration of the regional waste project would be possible if additional funding was allocated. It is anticipated that a meeting of DVROC will be held in the next 1-2 months to consider projects of regional significance and/or benefit.

STATUTORY IMPLICATIONS


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 should be social benefit arising from this funding program and projects undertaken.

FINANCIAL IMPLICATIONS

There are no direct financial implications arising from this Item.

ENVIRONMENTAL IMPLICATIONS

There are no known environmental implications arising from this Item.

RECOMMENDATION

1. That Council advise the State Government that it wishes its regional allocation to be directed to the DVROC group of Councils at least until the outcome of the local government reform process is known.

2. That Council nominate projects it wishes undertaken utilising the regional component of the Royalties for Regions Program.

Simple Majority Required

RESOLUTION 369:2009/2010
Moved Cr Kerr seconded Cr Barge

1. That Council advise the State Government that it wishes its regional allocation to be directed to the DVROC group of Councils at least until the outcome of the local government reform process is known.

Carried 7:0

Some of the suggestions for projects are as follows:
Regional Townscape Enhancement – including landscaping, underground power, general beautification and upgrading of public facilities.
Regional Social and Economic Development Study—including Youth Services, playgrounds for young children and skateboard parks for the youth, also incorporating the need for Mens Sheds etc as well as addressing the requirements for enhancing economic development
Regional Asset Management and Maintenance Plans—jointly retain consultants/staff to prepare asset management plans for DVROC member

RESOLUTION 370:2009/10
Moved Cr White seconded Cr Kerr
That the meeting adjourn for lunch at 12:30pm.

Carried 7:0

The meeting resumed at 2:25pm with all members present. Representatives from the Shire of Boddington joined the meeting. President Paul Carrots and CEO Gary Sherry explained the Shire of Boddington’s preferred amalgamation option which includes only Wandering and remaining within the influence of the Peel Development Commission. The benefits of this option is that there will only be five Shires in the one Commission, the lack of staff accommodation in Boddington could be rectified by providing more housing in Wandering which would increase the ability to retain staff. A copy of Boddington’s draft submission had been circulated.

RESOLUTION 371:2009/10
Moved Cr Barge seconded Cr McNeil
That the following projects be nominated for consideration by DVROC:

Include here as above.

Carried 7:0

10.3.3 Telecentre – Building Repairs

FILE REFERENCE: 7.1.6
DATE OF REPORT: 9 September 2009
REPORT AUTHOR: CEO
SENIOR OFFICER: CEO
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Nil

BACKGROUND

It was recently noted that the ceiling in the Telecentre has dropped in some areas. A specialist repairer was requested to inspect the building. The inspection confirmed that the ceiling has the potential to collapse and is in need of repair.

COMMENT – GENERAL
Quotes have been obtained to replace the ceiling with a new plasterboard ceiling for $11300 or fibre tiles for $8500. Neither quote includes electrical repairs and provision of new lighting (which could be substantial), painting if necessary, cleaning etc and disposal of waste materials.

**STATUTORY IMPLICATIONS**


**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**

Funding has not been provided within the current budget for any repairs. However, funds will be available from the second R4R allocation which, subject to approval, could be used for this purpose.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications arising from this Item.

**RECOMMENDATION**

1. That the requirement to replace the ceiling in the Telecentre be noted.

2. That subject to the relevant approvals, the repairs be proceeded with in the current financial year with funding being made available from Council’s Royalties for Regions allocation; and

3. A nominal budget of $20,000 be provided for the works.

**RESOLUTION 372:2009/2010**

*Moved Cr Hardie seconded Cr McNeil*

1. That the requirement to replace the ceiling in the Telecentre be noted.

2. That subject to the relevant approvals, the repairs be proceeded with in the current financial year with funding being made available from Council’s Royalties for Regions allocation; and

3. A nominal budget of $20,000 be provided for the works.

*Carried 7:0*
10.3.4 Wheatbelt NRM Inc

FILE REFERENCE:
DATE OF REPORT: 10 September 2009
REPORT AUTHOR: CEO
SENIOR OFFICER: CEO
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Correspondence from Wheatbelt NRM

BACKGROUND

Wheatbelt Natural Resource Management Inc (Wheatbelt NRM) formerly known as Avon Catchment Council Inc has recently revisited its Constitution resulting in changes to its management criteria.

Council has been invited to become a registered member of Wheatbelt NRM.

COMMENT - GENERAL

Further details are more fully set out in the attachment. It should be noted that there are no membership fees.

Given that membership provides an opportunity to be more informed it is recommended that Council become a member.

STATUTORY IMPLICATIONS


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 nominates for membership of Wheatbelt NRM and nominates the CEO as the Registered Officer.

Simple Majority Required

RESOLUTION 373:2009/2010
Moved Cr McNeil seconded Cr Barge
That Council nominates for membership of Wheatbelt NRM and nominates the CEO as the Registered Officer.

Carried 7:0

10.3.5 Peel Harvey Catchment Council (Inc) – Local Government Representation

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

BACKGROUND
The PHCC is the community based NRM body covering the catchments of the Serpentine, Murray and Harvey River systems.

There are two seats on the Board for local government representatives one of whom represents the five councils comprising the inland catchment being Boddington, Cuballing, Narrogin, Wandering and Williams. Cr Dennis Veitch has been the inland representative for the past four years. His term expires in November.

COMMENT - GENERAL

It should be noted that the monthly meeting of the PHCC Board clashes with the Council meeting. Travel allowance is paid for representatives to attend Board meetings which are usually held in Mandurah.

It is not known whether Cr Veitch will be seeking a further term.

Nominates are required to be in writing and state the persons reasons for nominating, knowledge and experience in NRM matters and local government and governance, and what attributes they can bring to the PHCC.

STATUTORY IMPLICATIONS

Nominees would need to be aware of the legislative provisions covering the activities of the PHCC Board.
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 determines whether it wishes to nominate one of its members as a candidate for consideration for appointment to the PHCC Board.

Simple Majority Required

RESOLUTION 374:2009/2010
Moved Cr Hardie seconded Cr Kerr
That Council does not nominate one of its members as a candidate for consideration for appointment to the PHCC Board.

Carried 7:0

10.3.6 Local Government Engineering Guidelines for Subdivisional Development

FILE REFERENCE:
DATE OF REPORT: 10 September 2009
REPORT AUTHOR: CEO
SENIOR OFFICER: CEO
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Index of Guidelines

BACKGROUND

Local Government Guidelines for Subdivisional Development 2009 Edition 2 have been prepared by the Institute of Public Works Engineering Australia (IPWEA).

COMMENT – GENERAL

The Guidelines are intended to support conditions of subdivision applied by WAPC pursuant to the Planning and Development Act 2005. The principles and standards are applicable to the
entire State. Their development has had broad support from state and local government and industry.

The Guidelines are intended to be applied uniformly by engineering professionals and the development industry. They will be referenced by WAPC and SAT in any determinations. They also provide links reference tools and technical data. They are not compulsory but are strongly recommended for adoption.

As can be seen from the attachment, they are comprehensive and will provide guidance and standards. They are not mandatory and can be varied but good reasoning would need to be provided in order for Council to do so.

The Guidelines will be reviewed every two years.

STATUTORY IMPLICATIONS

Planning and Development Act 2005

STRATEGIC IMPLICATIONS

There are no strategic implications arising from this Item.

PUBLIC CONSULTATION

The draft guidelines were widely circulated for comment prior to being finalised.

SOCIAL IMPLICATIONS

Social implications arising from the adoption of the Guidelines are that a better standard of development should occur with the benefit of less maintenance requirements on local government.

FINANCIAL IMPLICATIONS

There are no financial implications arising from the adoption of the Guidelines.

ENVIRONMENTAL IMPLICATIONS

It could be argued that there will be environmental benefit arising from use of the Guidelines.

RECOMMENDATION


Simple Majority Required

RESOLUTION 375:2009/2010
Moved Cr McNeil seconded Cr Barge

Carried 5:2
10.3.7 Bridge Programme for Works – 2010/2011

FILE REFERENCE: 12.1.2
DATE OF REPORT: 10 September 2009
REPORT AUTHOR: CEO
SENIOR OFFICER: CEO
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Nil

BACKGROUND

Main Roads has advised that Bridge No 5174 on the Wandering-Narrogin Road has been recommended for funding in the above programme. It is intended to place a concrete overlay on the bridge at a cost of $1,011,000.

COMMENT – GENERAL

This project will be funded on a 2/3 WALGGC 1/3 MRWA basis. The Commission will be seeking applications for works and the above project should be nominated.

Main Roads should also be advised that it will need to arrange for the design and construction of the works.

STATUTORY IMPLICATIONS


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 as the works are funded from external sources.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications arising from this Item.
RECOMMENDATION

1. That Bridge 5174 works comprising a concrete overlay estimated at $1,011,000 be nominated to WALGGC for Special Project Funding for the 2010/2011 programme
2. That MRWA be requested to under the design and construction of the works.

Simple Majority Required

RESOLUTION 376:2009/2010

Moved Cr White seconded Cr Barge

1. That Bridge 5174 works comprising a concrete overlay estimated at $1,011,000 be nominated to WALGGC for Special Project Funding for the 2010/2011 programme
2. That MRWA be requested to under the design and construction of the works.

Carried 6:1

10.3.8 Staff – Chief Executive Officer – Performance Appraisal

FILE REFERENCE: 1.2.1.15
DATE OF REPORT: 10 September 2009
REPORT AUTHOR: CEO
SENIOR OFFICER: CEO
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Nil

BACKGROUND

At the conclusion of the last Council Meeting, discussion took place in relation to the performance of the CEO over the past twelve months. As it is a statutory requirement to undertake an appraisal of CEOs on annual basis, the process should be completed by way of a formal record that the appraisal has taken place.

COMMENT – GENERAL

As well as documenting a formal record of appraisal, the process also provides an opportunity to review the contractual and remuneration arrangements.

STATUTORY IMPLICATIONS


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 completes the performance appraisal of the CEO for the period ending August 2009.

Simple Majority Required

RESOLUTION 367:2009/2010

Moved Cr Kerr seconded Cr Barge

That Council completes the performance appraisal of the CEO for the period ending August 2009.

Carried 7:0

The Chief Executive Officer was requested to provide further information for consideration by Council.

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: 16 September 2009
REPORT AUTHOR: Deputy CEO
SENIOR OFFICER: CEO
VOTING REQUIREMENTS: Simple Majority
ATTACHMENTS: Statement of Financial Activity
Payment Listing

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

The 2009/10 Rates were issued on 5 August 2009 and revenue raised totalled $595,493. The due date for payment of Rates is 14 September 2009 and ratepayers who have paid by this date will receive a 10% discount. Ratepayers who wish to choose the Instalment Option must also make this selection by 14 September October 2008.

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

Income and expenditure is proceeding as per budget forecasts and the end of year position should be as per that projected in the 2009/2010 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;
2. Endorse the Accounts for Payment as presented in the attached Payment Listing.

RESOLUTION 377:2009/2010
Moved Cr Price seconded Cr White
That Council;
2. Endorse the Accounts for Payment as presented in the attached Payment Listing.

10.4.2 2009/10 Fees and Charges – Update Charges

FILE REFERENCE: 10.1.4 Budget
DATE OF REPORT: 16 September 2009
REPORT AUTHOR: DCEO
SENIOR OFFICER: CEO
VOTING REQUIREMENTS: Absolute Majority
ATTACHMENTS: Nil

BACKGROUND

Each year during the Budget preparations, Council sets its Fees and Charges for the financial year. When a service has not been included in this schedule Council must adopt a fee for the service and advertise the intention to charge this fee in a local paper for a period of 30 days.
COMMENT – GENERAL

The 2009/10 Schedule of Fees and Charges did not include a fee for Standpipe Water of $2.20 per 1000L or a fee for the removal of abandoned vehicles of $300.00.

STATUTORY IMPLICATIONS


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 adopts the recommended fees for Standpipe Water of $2.20 per 1000L and for the removal of abandoned vehicles of $300.00.

Absolute Majority

RESOLUTION 378:2009/2010
Moved Cr Hardie seconded Cr White
That Council adopts the recommended fees for Standpipe Water of $2.20 per 1000L and for the removal of abandoned vehicles of $300.00.

Carried 7:0

10.5 ENVIRONMENTAL HEALTH OFFICER’S/ BUILDING INSPECTOR’S REPORT

10.5.1 Environmental Health Officer’s Report
Nil.

10.5.2 Building Inspector’s Report
Nil.
11. **ELECTED MEMBERS’ ROADWORKS REPORTS**

11.1.1 **Cr Hardie: Graham’s Crossing**
Cr Hardie requested works to be done on Graham’s Crossing.

11.1.2 **Cr Price**
Cr Price asked whether the potholes will be graded. He was advised it will be sorted out as soon as the weather permits.

11.1.3 **Cr McNeil: George Road**
Cr McNeil said there was a need for tree slashing. The Chief Executive Officer advised it is his intention to identify the roads, allocate the funds available and anything remaining will be included in next year’s budget.

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 **Amalgamation Submission**
The Chief Executive Officer gave a brief overview of the options available. It was suggested the submission include an unranked list of options available.

13.1.2 **Cr McNeil – Plinths at the Cemetery**
Cr McNeil commented there were many names falling off and questioned who was responsible for fixing them. He was advised the Lions Club had initiated the program and maintenance of them had not been identified.

13.1.3 **Cr McNeil – Table in Rotunda**
Cr McNeil asked for consideration to be given to a table being purchased for the Rotunda next to the Telecentre.

13.1.4 **Cr McNeil – School Bus at Depot**
Cr McNeil asked if the Council was receiving rent for housing the School Bus at the Depot. He was advised we did not receive rent. It was therefore suggested the Roller should be housed out of the weather as it was a Council asset.

13.1.5 **Cr White – Street Lighting**
Cr White stated the lighting is poor along Cheetaning Street.

13.1.6 **Cr Dowsett – New Development**
Cr Dowsett said he had been approached by a ratepayer regarding a proposed landfill site within the Shire. Apparently a private company is investigating a location in the area and this is a concern to the ratepayer. Council was advised that development of this nature would require planning and environmental approval.

13.1.7 **Cr Price – Pumphreys Public Conveniences**
Cr Price congratulated the works crew on the good workmanship at the Pumphrey’s toilets.
13.1.8 **Cr Price – Rate Book**
Cr Price questioned the possibility of including the rate per hectare as a comparison in the Rate Brochure. He was advised this was a very manual process which had been done in the past but was labour intensive. The Chief Executive Officer requested Cr Price send a fax advising what he would like included in the report and he will investigate the cost to have a report written.

14. **QUESTIONS & DISCUSSIONS WITHOUT RESOLUTIONS**

15. **INFORMATION BULLETIN**
INDEX

1. Chief Executive Officer’s Information Report
   1.1. Planning Approvals issued by CEO using Delegated Authority from Council.
   1.2. WALGA

2. Building Surveyor’s Report and Environmental Health Officer’s Report

3. Staff

4. Works Information Report

5. Plant Information Report

6. Outwards Correspondence
1. **CHIEF EXECUTIVE OFFICER’S INFORMATION REPORT**

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

Nil

1.2 **WALGA**

WALGA information received since the previous agenda was prepared is:

**17 August 2009**

**HEADLINES**

- LOCAL GOVERNMENT REFORM SUBMISSION EXTENSION OF TIME
- LOCAL GOVERNMENT BIODIVERSITY EFFORTS REWARDED
- FIRST PAST THE POST VOTING LEGISLATION
- WATER RESOURCE MANAGEMENT AND PLANNING CHARGES
- ALCOHOL MANAGEMENT NEWS
- NATIONAL WALK WEEK
- HR EVOLUTION – RESPONDING TO CHANGE
- INAUGURAL LOCAL GOVERNMENT TOURISM CONFERENCE

**MAILBAG**

- LOCAL GOVERNMENT ADVISORY BOARD INQUIRY - GOVERNMENT SERVICE DELIVERY TO INDIGENOUS COMMUNITIES
- INFO PAGE – UPDATE WA GRAIN FREIGHT NETWORK REVIEW

**24 August 2009**

**HEADLINES**

- VACANCIES ON BOARDS AND COMMITTEES
- 2009 LOCAL GOVERNMENT CONVENTION – AWARD PHOTOGRAPHS NOW AVAILABLE
- 2009 ROADS AND TRANSPORT FORUM – PRESENTATIONS AVAILABLE ONLINE
- REVIEW OF GM CROPS FREE AREAS ACT 2003: SUBMISSION PERIOD EXTENSION
- 2009 WASTE & RECYCLE CONFERENCE – REGISTER NOW
- TRAINING AND DEVELOPMENT UPDATE
- INCREASING YOUTH ENGAGEMENT IN THE COMMUNITY
- 2009 AUSTRALASIAN COLLEGE OF ROAD SAFETY CONFERENCE
- 2011 CENSUS
- WOOD HEATER POLICY OPTIONS PAPER
- THE ART AND PRACTICE OF LEADERSHIP
- MANAGING MISCONDUCT COMPLAINTS

**MAILBAG**

- SUMMARY OF CURRENT VACANCIES ON BOARDS AND COMMITTEES
- INFO PAGE – LOCAL GOVERNMENT SAFE SYSTEMS PROJECT
- PLANNING AND COMMUNITY DEVELOPMENT NEWSLETTER
- INFO PAGE – LOCAL GOVERNMENT ENGINEERING GUIDELINES FOR SUBDIVISIONAL DEVELOPMENT
- WASTE & RECYCLE 2009 PROGRAM AND REGISTRATION BROCHURES

**31 August 2009**

**HEADLINES**

- LOCAL GOVERNMENT REFORM 24/7 HOTLINE LAUNCHED
- MEETING WITH LEADER OF THE OPPOSITION AND SHADOW MINISTER FOR LOCAL GOVERNMENT
- NATIONAL ROADS CONGRESS – CALL TO HOST EVENT
- LOST AND FOUND
- NEW WALGA PREFERRED SUPPLIER PANEL – PROVISION OF AGRICULTURAL AND TURF EQUIPMENT
- WALGA TENDERING WORKSHOP
- SUSTAINABLE STREET LIGHTING OPTIONS FOR LOCAL GOVERNMENT
- PROPOSALS TO SHAPE AUSTRALIA’S DIGITAL REGIONS
- MAIN ROADS INTEGRATED SERVICES AGREEMENTS
- WA ASSET MANAGEMENT MOU
MAILBAG
  INFO PAGE - 2009 LOCAL GOVERNMENT ROAD SAFETY AWARD WINNERS
  ROADS FOUNDATION NEWSLETTER
  INFO PAGE - LOCAL GOVERNMENT TRANSPORT AND ROADS STRATEGY
  MWAC INFORMATION BULLETIN AUGUST 2009 – ISSUE 128
  INFO PAGE - PROTOCOL FOR THE RELEASE OF VEHICLE OWNER DETAILS BY WA POLICE TO LOCAL
  GOVERNMENTS
  WASTE & RECYCLE CONFERENCE BROCHURES

7 September 2009

HEADLINES
  WA COUNCILS SHARE $226M IN FEDERAL FINANCIAL ASSISTANCE GRANTS
  MEETING WITH MINISTER DONNA FARAGHER MLC AND MINISTER CASTRILLI MLA
  NEW CARING FOR OUR COUNTRY NATIONAL COORDINATOR – LOCAL GOVERNMENT
  YAKKA – 2009 LGC COLLECTION
  ROADS FOUNDATION
  TRADE MEASUREMENT BRANCH
  WA AMBULANCE SERVICE INQUIRY
  STAY ON YOUR FEET WA WEEK
  2009 SUMMIT – FROM GRASSROOTS TO GREATNESS

MAILBAG
  ARTCRAFT SPECIALS FLYER
  SAFE SYSTEM NEWS – ISSUE 1
  YAKKA FLYER

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

Environmental Health Officer/ Building Surveyor’s Activity Report September 2009.

2.1 Environmental Health

Septic Tank Approvals
Nil

Food Premises Inspections
Nil

Other Environmental Health Matters
Nil

2.2 Building Surveyor

Building Inspections

Building Approvals

Building Permits have been issued as follows:

<table>
<thead>
<tr>
<th>DATE</th>
<th>LICENSE NUMBER</th>
<th>OWNER</th>
<th>ADDRESS</th>
<th>TYPE</th>
<th>VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>24/08/2009</td>
<td>23</td>
<td>L &amp; B Rose</td>
<td>Lot 10 Mellows</td>
<td>Dwelling</td>
<td>300,000</td>
</tr>
<tr>
<td>24/08/2009</td>
<td>24</td>
<td>Jamusan (Westeel)</td>
<td>Lot 163 O’Connell</td>
<td>Dwelling</td>
<td>269,863</td>
</tr>
</tbody>
</table>
General Matters

3. **STAFF**
As previously advised Alan Dunn, the new Works Supervisor commenced duty on 3 September, 2009. Ms Rhona Hawkins has tendered her resignation effective from 13th November, 2009.

3.1 **Leave and Overtime Report – August 2009.**
Leave taken for months of August is as follows:

<table>
<thead>
<tr>
<th>LEAVE TYPE</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Leave</td>
<td>138 hours</td>
</tr>
<tr>
<td>Sick Leave</td>
<td>12 hours</td>
</tr>
<tr>
<td>Bereavement Leave</td>
<td>Nil hours</td>
</tr>
<tr>
<td>Long Service Leave</td>
<td>Nil hours</td>
</tr>
<tr>
<td>Leave Without Pay</td>
<td>Nil hours</td>
</tr>
<tr>
<td>Overtime</td>
<td>15 hours</td>
</tr>
</tbody>
</table>

4. **WORKS REPORT** – August 2009

4.2 **Construction**
Complete site works around new ablution facilities in Wandering and Pumphreys Bridge.

4.3 **Maintenance**

**Bitumen patching**
North Bannister-Wandering Road, Wandering-Pingelly Road, 14 Mile Brook Road, North Wandering Road

**Maintenance Grade**
Reformation on George, Codjatotine-Hastings, Codjatotine-Mooterdine, Monks, Edwards, Reid and Moramockining Roads.

Various culverts cleared.
Currently undertaking shoulder reformation on North Bannister – Wandering Road

**Signs**
Minor repairs to various signs.

**Depot**
Nil

**Town**
All ovals mowed, trees pruned, some areas sprayed.

**Next Jobs**
Complete shoulder reformation on all sealed roads
Commence Black Spot project on York-Williams intersection
Commence resheeting of southern section of York-Williams subject to availability of gravel
4.4 **Private Works**
Two crossovers at Blackboy Springs

4.5 **Fuel Quotes (11.1.1)**

<table>
<thead>
<tr>
<th>Diesel</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Caltex</td>
<td>$1.2154</td>
<td></td>
</tr>
<tr>
<td>Great Southern Fuel Supplies</td>
<td>$1.2329</td>
<td></td>
</tr>
<tr>
<td>Fuel Distributors of WA</td>
<td>$1.2115</td>
<td></td>
</tr>
</tbody>
</table>

An order for 4500 litres was issued to Fuel Distributors

<table>
<thead>
<tr>
<th>Unleaded</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Caltex</td>
<td>$1.3229</td>
<td></td>
</tr>
<tr>
<td>Great Southern Fuel Supplies</td>
<td>$1.2698</td>
<td></td>
</tr>
<tr>
<td>Fuel Distributors of WA</td>
<td>$1.2399</td>
<td></td>
</tr>
</tbody>
</table>

An order for 500 litres was issued to Fuel Distributors

4.6 **Traffic Counts**
Nil

4.7 **Roadwork’s Requests Received**
Various for bitumen patching and school bus set down on White Road

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

5. **PLANT REPORT – June 2009 to 9 September, 2009**

5.1 **Caterpillar 12H 3306 6NC25698 Grader** – WD.483 – G1 – 6447 (218hrs for period)

5.2 **Caterpillar 120M Grader (Serial No 2AN0039)** – WD.300 – G2 – 538 (259 hrs for period)

5.3 **Isuzu FVZ1400 Tandem Axle Truck** – WD.458 – T1 – 28629km (856kms for period)

5.4 **Isuzu FVZ1400 Tandem Axle Truck** – WD.355 – T2 – 13,759km (1333kms for period)

5.5 **Mitsubishi FE649EWSRFAA Crew Cab Truck** – WD.6 – 141,608km (8738kms for period)

5.6 **Caterpillar 924G Loader** – WD.118 – L1 – 1161hrs (131hrs for period)

5.7 **John Deere 6510 Tractor** – WD.229 – TC1 – 3,525hrs (19 hrs for period)

5.8 **Volvo SP Roller (Serial No 1447)** – WD.182 – RL2 – 339hrs (253hrs for month)

5.9 **Caterpillar CS-563E Roller (Serial No ASA00505)** – WD.219 – RL4 – 842hrs (3hrs for period)

5.10 **Statesman Sedan** – 0.WD – 1850km

5.11 **Toyota Hilux 3.0D LN167R 4 x 4 Utility** – WD.487 – 187902kms (2,798kms for period)

5.12 **Isuzu FSS Wandering Town 2.4B Fire Truck** – 1CPF913 – 1,732 km (34kms for period)

5.13 **Isuzu FSS500 Fire Truck (VIN J202129)** – WD.475– 81,537km (23kms for period)

5.14 **Hustler Mini Z Zero Turn Mower (Serial No 7070336)** - 144hrs (27 hrs for period)

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

5.16 **Toyota Hilux Crew Cab** – WD 842 – 102km

**Others**
Repairs to 12H hand brake and fuel pump leak
Repairs to 120M oil leak at compressor and reprogramming.
Replace door glass on tractor
Replace front tyres on Crew Cab Truck
6. **OUTWARD CORRESPONDENCE**

<table>
<thead>
<tr>
<th>Date</th>
<th>Addressee</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>18/08/2009</td>
<td>Mr. L Bunter</td>
<td>Unsuccessful Work Supervisor</td>
</tr>
<tr>
<td>18/08/2009</td>
<td>Mr. R J Ellis</td>
<td>Unsuccessful Work Supervisor</td>
</tr>
<tr>
<td>18/08/2009</td>
<td>Combined Property Settlements</td>
<td></td>
</tr>
<tr>
<td>18/08/2009</td>
<td>Graeme Egerton-Warburton</td>
<td>DPI Payment Receipt</td>
</tr>
<tr>
<td>18/08/2009</td>
<td>Dept. Transport</td>
<td>DPI Course Claim re A Yzerman</td>
</tr>
<tr>
<td>19/08/2009</td>
<td>Surrounding Owners</td>
<td>Pennington Road - Proposed Amendments x 11</td>
</tr>
<tr>
<td>24/8/2009</td>
<td>Jamusan Enterprises</td>
<td>Building licence documentation Ryan #242</td>
</tr>
<tr>
<td>24/8/2009</td>
<td>Geoff Botting</td>
<td>Rates Notice</td>
</tr>
<tr>
<td>24/8/2009</td>
<td>Lindsay Greenham</td>
<td>Rates Notice</td>
</tr>
<tr>
<td>24/8/2009</td>
<td>Hotham Ridge Winery</td>
<td>Special Facility Liquor Licence</td>
</tr>
<tr>
<td>24/8/2009</td>
<td>WA Planning Commission</td>
<td>Application no 140301</td>
</tr>
<tr>
<td>26/8/2009</td>
<td>Pingelly Spray Services</td>
<td>Order &amp; Map for Noxious Weed Control</td>
</tr>
<tr>
<td>26/8/2009</td>
<td>Mail</td>
<td>BL approval</td>
</tr>
<tr>
<td>27/8/2009</td>
<td>B &amp; L Rose</td>
<td>Telephone reimbursement</td>
</tr>
<tr>
<td>27/8/2009</td>
<td>DPI</td>
<td>Incentive claim</td>
</tr>
<tr>
<td>27/8/2009</td>
<td>Aust Apprenticeship Centre</td>
<td>Food premises inspection</td>
</tr>
<tr>
<td>31/8/2009</td>
<td>Wandering Tavern</td>
<td>Weekly Banking 280809</td>
</tr>
<tr>
<td>2/9/2009</td>
<td>Director General J Mathews</td>
<td>Budget Update</td>
</tr>
<tr>
<td>3/9/2009</td>
<td>FESA</td>
<td>Funding Agreement</td>
</tr>
<tr>
<td>3/9/2009</td>
<td>D &amp; J HILL</td>
<td>Unauthorized Building on 104 O'Connell</td>
</tr>
<tr>
<td>7/9/2009</td>
<td>FESA Albany</td>
<td></td>
</tr>
<tr>
<td>8/9/2009</td>
<td>Alexander Pollard</td>
<td>Valuation Objection Form</td>
</tr>
<tr>
<td>10/9/2009</td>
<td>Department of Health</td>
<td>EHO Authority Card</td>
</tr>
<tr>
<td>10/9/2009</td>
<td>D &amp; L Hassett</td>
<td>#453 Caravan &amp; Structures Lot 94 O'Connell Rd</td>
</tr>
<tr>
<td>10/9/2009</td>
<td>Mick Oliver Pingelly Shire</td>
<td>Letter came to our shire</td>
</tr>
</tbody>
</table>

16. **MEETING CLOSURE**

There being no further business, the Chairman closed the meeting at 5:50pm.

These Minutes were confirmed by Council at the Ordinary Council Meeting on 15 October 2009.

CR B E DOWSETT, Chairman