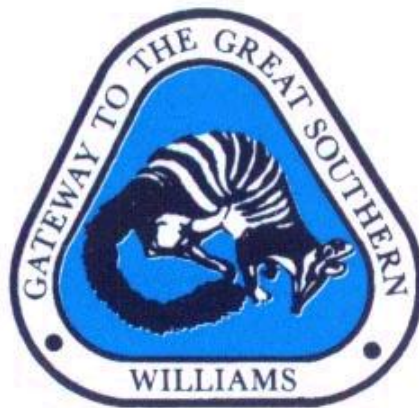


SHIRE OF WILLIAMS

***MINUTES ORDINARY MEETING HELD ON WEDNESDAY
19TH FEBRUARY 2014***



COUNCIL DIARY

WEDNESDAY 19TH FEBRUARY 2014

1.00pm

Ordinary Meeting

WEDNESDAY 19TH MARCH 2014

1.00pm

Ordinary Meeting



MINUTES – ORDINARY MEETING OF COUNCIL HELD 19TH FEBRUARY 2014

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SHIRE OF WILLIAMS

BROOKING STREET, WILLIAMS, WESTERN AUSTRALIA.

OFFICE HOURS: MONDAY TO FRIDAY: 8.30 a.m. to 5.00 p.m.

TELEPHONE (08) 9885 1005 FACSIMILE (08) 9885 1020 EMAIL shire@williams.wa.gov.au

All communications to be addressed to the Chief Executive Officer, P.O. Box 96, Williams, W.A. 6391.

Your Ref:

Our Ref:

NOTICE OF MEETING

You are respectfully advised that the next ordinary meeting of Council will be held in the Council Chambers at 1.00pm on Wednesday 19th of February 2014.

Yours faithfully

Ryan Duff
Chief Executive Officer



DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Williams for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Williams disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Williams during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Williams. The Shire of Williams warns that anyone who has any application lodged with the Shire of Williams must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Williams in respect of the application.



AGENDA

1.0 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President declared the meeting open 1.55pm

2.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

(PREVIOUSLY APPROVED)

Cr John Cowcher President
Cr Greg Cavanagh
Cr Gilbert Medlen
Cr Natalie Major
Cr Moya Carne

Due to advice from the Department of Local Government the Councillors sworn in at the November 2013 meeting was in contravention of the Local Government Act 1995 therefore not entitled to vote at this meeting. The situation is currently subject to Governor's Order to rectify the situation.

Observers

Cr Jarrad Logie
Cr Peter Paterson
Cr David Earnshaw Deputy President
Cr Richard Johnstone

Ryan Duff Chief Executive Officer
Cara Ryan Manager of Finance
Heidi Cowcher Economic Development Officer (1.06pm to 2.38pm/3.25pm to 3.54pm)
Tony Kett Works Supervisor (2.39pm to 3.34pm)
Steve Friend Environmental Health Officer/Building Surveyor (3.56pm to 4.18pm)

3.0 PUBLIC QUESTION TIME

4.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

The President welcomed Daniel Austin from the Department of Fire and Emergency Services of Western Australian, at 1.06pm to give a presentation on availability of funding for a shared position of a Community Emergency Service Manager (CESM).

Mr Austin's presentation concluded at 1.34pm.



Ross Major (Deputy Bushfire Control Officer) and Heidi Cowcher attended this presentation at 1.06pm. Mr Major left the chambers at 1.50pm.

5.0 DECLARATIONS OF INTEREST

DECLARATION OF INTEREST	
Name / Position	
Item No. / Subject	
Type of Interest	

6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 18TH DECEMBER 2013

Officer's Recommendation

That the Minutes of the Ordinary Meeting of Council held on 18th December 2013, as previously circulated, be confirmed as a true and accurate record.

Council Resolution

Cavanagh/Major

That the Minutes of the Ordinary Meeting of Council held on 18th December 2013, as previously circulated, be confirmed as a true and accurate record.

**Carried 5/0
Resolution 134/14**

6.2 4WD VROC

Officer's Recommendation

That the Minutes of the 4WD Meeting held on 11th February 2014, as previously circulated, be confirmed as a true and accurate record.

The Minutes for the "4WD" meeting held 11th February 2014 were unavailable for this meeting.

7.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.0 REPORTS



8.1 ECONOMIC DEVELOPMENT OFFICER'S REPORT

Economic Development Officer Heidi Cowcher commenced her report at 2.06pm.

8.1.1 WILLIAMS RECREATION GROUND PROJECT - UPDATE

File Reference	12.15.39	
Statutory Reference	N/A	
Author & Date	Heidi Cowcher	12 th February 2014

Background

The project was originally estimated at \$621,434 based on cost estimates provided by Kim Donovan in late 2012. Since then, the Williams Sport and Recreation Upgrade project has secured the following commitments from funding, sporting clubs and the Shire:

Country Local Government Fund	\$260,104	(to be spent by April 2014)
CSRFF	\$40,633	(to be spent by June 2014)
National Court Rebate Scheme	\$10,000	(claimed retrospectively)
BHP Worsley	\$30,000	(paid in two \$15k instalments)
Newmont	\$30,000	(paid in two \$15k instalments)
Williams Hockey Club	\$20,000	(cash)
Williams Tennis Club	\$20,000	(cash)
Williams Netball Club	\$10,000	(cash)
Williams Hockey Club/Shire Williams	\$121,390	(in-kind)
Williams Tennis Club	\$10,000	(in-kind)
Shire of Williams	\$80,086.64	(cash)
TOTAL	\$632,213.64	

Comment

1. Pavillion Kitchen

- Tiling has been completed in the foyer and bar area, although some minor adjustments need to be made
- Kitchen equipment has been ordered – estimated delivery end of February.
- Stainless steel bench tops have been measured and ordered. We have also requested for a stainless steel cupboard for storage of crockery and cutlery as well as an additional bench
- Cupboard doors colour has been selected (white)
- Work is proposed to be completed by end March 2014



2. Tennis Court Lighting

Lighting has been installed and is operational. Some minor adjustments will need to be made over time as the players get used to the lights.



3. Tennis Court resurfacing

West Coast Synthetic will return the week commencing 17th February to complete the resurfacing with the acrylic overlay and linemarking. Installation of the new goal posts will also be completed. Schedule indicates that all work will be completed by 25th February 2014. Once court resurfacing is complete, the funding from CSRFF will be claimed together with the National Court rebate scheme funding.





4. Ram Shed resurfacing

West Coast Synthetic will return the week commencing 17th February to linemark for netball and basketball and install the new towers for basketball/netball. The courts are to be stencilled with BHP Billiton signage in recognition of the \$30,000 in sponsorship secured for the project. Schedule indicates that all works will be completed by 18th February 2014.



5. New rectangular field

Site has been cleared and the area survey pegged. The Shire will commence grading of the area in preparation for receiving sand mid-March. The Hockey club has sourced sand and is organising a busy bee to have it carted in.

Reticulation will be completed by Ledger Martin (Irritech) together with the shire staff. It is anticipated that this will be commenced shortly.

Funding Update:

A meeting will be held with the Williams Football Club early in 2014 to discuss a possible contribution to the project.

The CLGF funding is due for expenditure by 20th March 2014 (2 years from date of signing FAA). With the project commencing later than anticipated, I sought an extension from the Department for the completion of the project. We have been granted an extension to 20th April 2014. The project must be audited and acquitted within 3 months of the completion of the project (20th July 2014).

The first claim from CSRFF totalling \$30,474.75 has been submitted. The balance is to be paid on completion of the project (\$10,158.25)

All clubs cash contributions that have been secured will be invoiced before the end of the 2013/14 financial year (totalling \$50,000).

Financial Implications

Shire of Williams cash contribution is currently estimated at \$80,086.64. Council has budgeted an allocation of \$120,000. The reduction is as a result of the additional funding secured.



Voting Requirements

Simple Majority

Officers Recommendation

For information.

8.1.2 CEMETERY SIGNS – WILLIAMS & MARLING

File Reference

EDO Files

Statutory Reference

N/A

Author & Date

Heidi Cowcher

12th February 2014

Background

Signage has been on the ‘wishlist’ for the Marling Cemetery for some time. It was important that the area be recognised and appropriately signed to make it easy to locate.

Comment

Western Wrought Iron was engaged in mid-2013 to design signs for both Williams and Marling. The aim is to try and have consistency across the two facilities.

The signs were installed early this month. It is anticipated that the green gates and fencing adjacent to the Williams signs be painted black to tie in with the new signage.

A request has been made for consideration of a gazebo at Marling Cemetery. This is to be further investigated with a possible donor being interested in financing the purchase of the gazebo.





Financial Implications

The Williams Historical Society vested \$661 to the Shire on closure of its accounts, with the funds to be used for signage at Marling Cemetery.

The total cost of the two signs, including installation was \$4411.

Voting Requirements

Simple Majority

Officers Recommendation

For information.

8.1.3 4WDL WELL AGED HOUSING PROJECT

File Reference	EDO Files	
Statutory Reference	N/A	
Author & Date	Heidi Cowcher	12 th February 2014

Background

The Shire of Williams, as lead agency on behalf of the 4WDL/Kent Regional Group, has secured to date the following funding:

- CLGF Regional Funding 2011/12 (complete construction of 10 units)
 - \$1,972,409 (\$575,413 remains to be spent)
- R4R Regional Community Services Funding (construction of 14 units)
 - \$5,023,646 (\$4,486,833 remains to be spent)
- CLGF Regional Funding 2012/13 (construction of 7 units)
 - \$1,972,409

The Williams allocations from these funding sources are as follows:

- 2011/12 funding \$389,449 (plus interest) 2 units
- RCSF funding \$715,000 (plus interest) 2 units
- 2012/13 funding \$183,162 (plus interest) 1 unit)

Comment

In August 2012, an application was submitted for the 2012/13 CLGF Regional Funding. The funding has finally been approved (5th December 2013) and a Financial Assistance Agreement for the project is at the Department for signing.

Funding of \$1,972,409 has been secured. The funding is to be released in two instalments. One on signing (\$780,582) and the second instalment after 1st July 2014 (\$1,191,827).

Williams has 4 units under construction currently – two funded by CLGF 10/11-11/12 and two funded by RCSF. The fifth unit is to be constructed with CLGF 12/13 funding when released.



UNIT 12



UNIT 12



UNITS 9, 10, 11

Financial Implications

The Shire of Williams has committed \$150,000 to the project in 2013/14.

Voting Requirements

Simple Majority

Officers Recommendation

For information only



8.1.4 INDUSTRIAL UNIT TENDERS

File Reference	EDO Files	
Statutory Reference	N/A	
Author & Date	Heidi Cowcher	12 th February 2014

Background

Landcorp have developed the first 6 lots of the Marjidan Way Industrial subdivision funded by the Regional Development Assistance Program. The Shire is in the process of considering purchasing Lot 440 in the development to facilitate the construction of rental industrial units utilising funding secured from CLGF 2012/13 totalling \$260,104. The funding needs to be expended by May 2015.

Comment

Over the last six months, Council has spent time considering many options on designs in an attempt to determine what exactly was required by prospective tenants. After much deliberation, it was resolved to call for tenders for the project. A design and construct tender was finalised and advertised 25th January 2014, with tenders closing Friday 14th February. The tender specifications in summary were as follows:

SHIRE OF WILLIAMS INDUSTRIAL UNITS

Design and Construct Tender

Inclusions

- To plan for development of Lot 440 Marjidan Way for the construction of industrial units suitable for rental premises for start-up light industrial businesses.
- Overall Lot size to be developed is 4045m² (however, project is to be staged)
- Indicative Budget for project is \$410,000 (fixed, no contingencies)
- Plans to allow for development of whole site, however units will be built in stages as funds become available
- Units to include
 - All design, engineering and fabrication of units
 - Connection to all services – power (3 phase), water, septic, telephone/internet
 - Steel shed construction preferred (however alternatives will be considered) including concrete floor
 - Internal office/ablution/kitchenette with mezzanine floor above for storage with stair access and balustrading
 - All plumbing to be included
 - All electrical work to be included
 - Shed to have enclosed, suitably fenced yard/wash down bay
 - Each unit size to be no larger than 500m² and no less than 400m²
 - 90/90/90 Fire rating for walls between units
 - Shed to include roller doors and PA doors
 - Shed roof to be an insulated roof with skylights



Exclusions

- Purchase of land
- Planning and building approval
- Earthworks and site works
- Bitumen seal car park area
- Landscaping
- Fencing of entire site
- Signage for units
- Crossovers

Assumptions

- Shire of Williams to provide project management staff.
- Shed construction to be undertaken by suitably qualified builder (after selection via tender process)
- Shire to complete civil works as noted in exclusions section above
- Project to be complete by April 2015 for funding acquittal
- Budget is finite – therefore project needs to be developed with future construction opportunities when/if funds become available
- Purchase of land – not included in project budget, separate transaction.

Opportunities

- Additional units construction as/when funds permit (additional \$\$ sourced)

The following tenders were received:

P & F Kulker Building Contractors	\$402,972
Total Construction Services WA Pty Ltd	\$479,600

Plans are included at **Appendix 1**.

Budget

An updated project budget is attached to this report.

The 2013/14 adopted budget allowed for a total project cost of \$409,850 which was funded by CLGF \$260,104 and Loan funds of \$149,746.

After opening tenders and taking the lowest tender price, including land purchase (previously excluded), the total project budget is \$477,089 which requires an additional \$67,239.

Should Council proceed with the project this funding shortfall can be made by way of an increased loan amount or the \$67,239 could be included in the 2014/15 Budget which fits in the projects construction timeline.



Land Purchase

The Chief Executive Officer has advised Landcorp that the Shire of Williams wishes to purchase Lot 440 Marjidin Way. Landcorp advised that the purchase price was \$53,000 and has drawn up contract documentation to proceed with the land purchase.

The documentation is attached.

Financial Implications

The Shire has secured funding from the 2012/13 CLGF Individual funding totalling \$260,104. Council has an amount of \$149,746 in the 2013/14 Budget to consider borrowing to fund the balance of the cost of the project. The final amount would be determined once formal tenders have been called on the construction of the units.

Voting Requirements

Simple Majority

Officer's Recommendation

1. That Council accept the tender from P & F Kulker Building Contractors for \$402,972 to construct an Industrial Shed as per the specification from Tender 4-2013/14
2. That Council include the project shortfall of \$67,239 from general funds in the 2014/15 Budget
3. That the Shire President and Chief Executive Officer be authorized to sign and seal documentation relation to the purchase of Lot 440 Marjidin Way for \$53,000.

Council Resolution

Cavanagh/Major

1. That Council accept the tender from P & F Kulker Building Contractors for \$402,972 to construct an Industrial Shed as per the specification from Tender 4-2013/14
2. That Council include the project shortfall of \$67,239 from general funds in the 2014/15 Budget
3. That the Shire President and Chief Executive Officer be authorized to negotiate with Landcorp in relation to the purchase of Lot 440 Marjidin Way up to a value of \$53,000.

**Carried 5/0
Resolution 135/14**



8.1.5 COUNTRY LOCAL GOVERNMENT FUND 2012/13 FINANCIAL ASSISTANCE AGREEMENT – 4WDL REGIONAL GROUP PROJECT (WELL-AGED HOUSING)

File Reference EDO Files
Statutory Reference N/A
Author & Date Heidi Cowcher 12th February 2014

Background

The Shire of Williams is lead Council for the 4WD/Lakes VROC Well Aged Housing Project. The Country Local Government Fund Regional Project for 2012/13 will allocate \$1,972,409. The Shire of Williams is responsible to the management of the project from commencement to completion. Including, but not limited to applying for the funding, managing the allocation of the funding and ensuring all reports are completed in a timely manner, including required financial acquittals and the completion report at the end.

Comment

The Shire of Williams is required to place the common seal on the Financial Assistance Agreement which has been done and the document signed by both the Shire President and Chief Executive Officer.

Financial Implications

The Shire of Williams has committed \$150,000 to the project in 2013/14. The remainder of the project funding is from the CLGF 2012/13. The project has up to 2 years to expend the funding from signing of the Agreement with the Department of Regional Development. Overall allocation of funding:

Project Items	CLGF under Agreement (\$)	Funds this (\$)	Leveraged Funding (\$)	Name of Leveraged Sources	Total Funds (\$)
Services	137,500		0	Nil	137,500
Construction	1,703,109		150,000	Shire of Williams	1,853,109
Driveways	30,000		0	Nil	30,000
Footpath	30,000		0	Nil	30,000
Fencing	42,500		0	Nil	42,500
Landscaping	27,500		0	Nil	27,500
Insurance	1800		0	Nil	1800
TOTALS	\$1,972,409		\$150,000		\$2,122,409



Income and Expenditure for the project:

Income	West Arthur	Williams	Lake Grace	Woodanilling	Dumbleyung	Wagin	TOTAL
CLGF Allocation	\$304,448.00	\$260,104.00	\$415,804.00	\$292,979.00	\$352,168.00	\$346,906.00	\$1,972,409.00
		\$150,000.00					\$150,000.00
	\$304,448.00	\$410,104.00	\$415,804.00	\$292,979.00	\$352,168.00	\$346,906.00	\$2,122,409.00

Expenditure	West Arthur	Williams	LG	Wood'g	D'yung	Wagin	TOTAL
Services /Tel/gas/elec/ water	\$25,000.00	\$17,500.00	\$45,000.00	\$50,000.00	\$0.00	\$0.00	\$137,500.00
Building costs	\$545,427.25	\$296,827.25	\$455,427.25	\$555,427.25	\$0.00	\$0.00	\$1,853,109.00
Driveways	\$8,571.00	\$4,287.00	\$8,571.00	\$8,571.00	\$0.00	\$0.00	\$30,000.00
Footpath	\$8,571.00	\$4,287.00	\$8,571.00	\$8,571.00	\$0.00	\$0.00	\$30,000.00
Fencing	\$12,142.00	\$6,074.00	\$12,142.00	\$12,142.00	\$0.00	\$0.00	\$42,500.00
Landscaping	\$7,857.00	\$3,929.00	\$7,857.00	\$7,857.00	\$0.00	\$0.00	\$27,500.00
Insurance	\$514.00	\$258.00	\$514.00	\$514.00	\$0.00	\$0.00	\$1,800.00
	\$608,082.25	\$333,162.25	\$538,082.25	\$643,082.25	\$0.00	\$0.00	\$2,122,409.00
	2 UNITS	1 UNIT	2 UNITS	2 UNITS	not building	not building	

The total funding will see the construction of 7 units across the 4 shires.

Voting Requirements

Simple Majority

Officers Recommendation

That Council endorse the signing and sealing of the Royalties for Regions - Country Local Government Fund - Regional Group – 2012/13 Financial Assistance Agreement - Lakes and 4WD Well Aged Housing Strategy Regional Alliance - Well-Aged Persons Housing in the Lakes and 4WD Districts.

Council Resolution

Major/Carne

That Council endorse the signing and sealing of the Royalties for Regions - Country Local Government Fund - Regional Group – 2012/13 Financial Assistance Agreement - Lakes and 4WD Well Aged Housing Strategy Regional Alliance - Well-Aged Persons Housing in the Lakes and 4WD Districts.

**Carried 5/0
Resolution 136/14**

Heidi Cowcher

Economic Development Officer

14th February 2014



8.1.6 EDO REPORT ACCEPTANCE

Voting Requirements

Simple Majority

Officers Recommendation

That the EDO's report as tabled be received.
--

Council Resolution

<i>Cavangh/Carne</i>

That the EDO's report as tabled be received.
--

Carried 5/0 Resolution 137/14
--

Ms Cowcher left the meeting at 2.38pm



8.2 WORKS SUPERVISOR'S REPORT

Works Supervisor Tony Kett attended the meeting at 2.39pm to discuss his report.

File Reference **12.15.36**
 Statutory Reference N/A
 Author & Date Tony Kett 6th February 2014

8.2.1 MAINTENANCE GRADING ACTIVITY

Road Name	Length Graded (kms)
Glenfield Rd	13.6
Grahams Rd	1.9
Fawcett Rd	2.8
Petchell Rd	2.9
Zilko Rd	19.3
Taylor Rd	9.1
English Rd	6.5
Dardadine Rd	21.5
Congelin-Narrogin Rd	6.1
Pingelly Rd	8.0
Munthoola Rd	2.0
Eddington Rd	2.0
McKenzie Rd	5.4
Total Length for the Month	101.1km

8.2.2 ROAD MAINTENANCE WORKS

- Patching on Darkan Road

8.2.3 UPCOMING WORKS & ITEMS ON ROAD CONSTRUCTION PROGRAM

Road Name (Road Length)	Description of Work	Start SLK	End SLK	Total	Status	Comment
Darkan-Quindanning Rd (For Boddington Shire) (30.3km)	Reconstruct, widen and seal to 7m	0.00	3.7	3.7		Completed
York-Williams Rd (19.50km)	Shoulder widening and Seal from 6m to 7m	4.60	11.60	7.00	Taking out trees for 7km	Completed
Culbin-Boraning (19.31km)	Gravel Sheeting	7.00	10.20	3.20	Not Started	
Tarwonga-Dardadine (21.50km)	Clearing, gravel sheeting	7.60	10.60	3.00	Not Started	



Hardie Rd	Replacement of Bridge	Not Started
Aged Homes	Sandpad	Completed
New Hockey Oval	Ongoing work	

8.2.4 MECHANICAL REPORT

Plant Description		Driver	Date Purchased	Hours/Kms January 2014	Works Completed this month
Ford FG G6E Sedan	Light Vehicles	Ryan Duff	July 2011	82,349 km	
Ford FG G6E Sedan		Cara Ryan	1 Jul 09	101,352 km	
Holden Rodeo Dual Cab Utility		Maintenance	5-Nov-04	235,504 km	
Ford Ranger Dual Cab Utility		Tony Kett	1-Jul-09	161,345 km	
Kia 2 Tonne Truck		Jeff Cowan	9-Oct-07	49,043km	
Holden Rodeo Crew Cab Utility		Andrew Wood	15-Nov-06	249,609 km	
Holden Rodeo Single Cab Utility		James Lenehan	20-Nov-06	86,500 km	
Mitsubishi Triton Single Cab Utility		Stewart Cowcher	22-Sep-99	212,720 km	
Multipac Multi-Tyre Road Roller		Construction Equipment	Ray Scobie	21-Oct-04	5,215 hr
Vibromax Roller			29-Sep-04	3,343hr	
Caterpillar 12M Grader	Andrew Wood		Dec 2011	1,822 hr	Serviced
Volvo G930 Road Grader	Richard Hewitt		20-Oct-06	6,904 hr	
721E Case Loader	Roger Gillett		May 2012	3,426 hr	Serviced
Volvo EC210BLC Excavator	Phil Reed		18-Jul-07	4,925 hr	Serviced
John Deere 315SE4 Backhoe	Trevor Palframan		17-Sep-01	1,587 hr	Serviced
John Deere MFWD Tractor	Works		21-Oct-97	10,545 hr	
Toro Reelmaster SP mower	Works		Aug-09	531 hr	
Toro Z597 Ride on Mower	Parks & Gardens	Jeff Cowan	1-Oct-06	1,328 hr	Replaced left hand drive motor
Toro Z400 Kholer Ride on Mower		Jeff Cowan	8-Aug-05	519 hr	
Honda TRX Four Wheel M/Cycle		Jeff Cowan	20-Mar-00	1,269 hr	



Toyota DA115 Tip Truck (Water Truck)		James Lenehan	24-Aug-94	232,408 km	
Isuzu FVZ1400 Tip Truck	Trucks & Trailers	Steven Stewart	31-Dec-03	245,908 km	Serviced
Mercedes Benz Actross Prime Mover		Phil Reed	21-Dec-05	232,510 km	
Isuzu Giga CXZ Tip Truck		Justin Murdock	10-Dec-08	145,100km	Serviced
Isuzu NPR 300 Truck		Ray Scobie	21-Jan-13	21,831km	
SFM Side Tipping Trailer		Works	21-Dec-05	102,567 km	
Howard Porter Low Loader		Works	31-Aug-07	101,064 km	
Howard Porter Pig Trailer		Justin Murdock	10-Dec-08	101,345 km	

8.2.5 STAFF

- Nil to report

8.2.6 TOWN AND FACILITIES REPORT

- New signs at Williams and Marling cemeteries.
- New lights put up at tennis courts.
- New sewage line put in at 9 Growse Street.

8.2.7 PRIVATE WORKS

- Extra 1 km of water binding on the Harvey Road for Boddington Shire.
- Bim's Earthmoving have finished Clayton Road. Have now moved to 14 Mile Brook Road.

8.2.8 WORKS SUPERVISOR REPORT ACCEPTANCE

Voting Requirements

Simple Majority Required

Officers Recommendation

That the Works Supervisor's Report as tabled be received.

Council Resolution

Medlen/Cavanagh

That the Works Supervisor's Report as tabled be received.

**Carried 5/0
Resolution 138/14**

Mr Kett left the meeting at 2.56pm



Afternoon Tea

Council adjourned for afternoon tea at 2.58pm and resumed the meeting at 3.24pm.

The President welcomed Andrei Koeppen the Director of Economic Development from the Shire of Boddington, at 3.25pm, to give a presentation on the Hotham Williams Economic Development Alliance on the development and progress on the “Marradong Country” brand.

Mr Koeppen’s presentation concluded at 3.54pm.

Heather Rose and Heidi Cowcher attended the presentation from 3.25pm to 3.54pm

8.3 ENVIRONMENTAL HEALTH / BUILDING SURVEYOR’S REPORT

Environmental Health Officer/Building Surveyor Steve Friend attended the meeting at 3.56pm to discuss his report.

8.3.1 BUILDING PERMITS

File Reference	13.34.10
Statutory Reference	N/A
Author & Date	Steve Friend 7 th February 2014

Comment

The following building licenses have been issued under delegation by the EHO/BS:

#334	R Little	Lot 21 Pinjarra Williams Road	Colorbond Clad Shed
#335	CBH	Lot 14818 Albany Highway	Open Bulkhead

Financial Implication

Fees: Shire \$213.46; BSL \$81.00; BCF \$77.16

Voting Requirements

Simple Majority Required

Officer’s Recommendation

That the Building Permits issued by the EHO/BS as listed above be endorsed by Council.

Council Resolution

Carne/Medlen

That the Building Permits issued by the EHO/BS as listed above be endorsed by Council.

Carried 5/0
Resolution 139/14



8.3.2 FOOD PREMISES INSPECTION

File Reference 7.40.41
Statutory Reference N/A
Author & Date Steve Friend 7th February 2014

Comment

Caltex Roadhouse – Satisfactorily maintained. I went through several issues with the new proprietor including disposal of rubbish, which has attracted a couple of complaints.

Williams Woolshed – Well maintained. A couple of exit lights not working brought to the owners attention.

Rustic Rainbow – Cleanly maintained.

BP Roadhouse – Satisfactorily maintained.

Voting Requirements

Simple Majority Required

Officer's Recommendation

That the Food Premises Inspection be endorsed by Council.

Council Resolution

Major/Medlen

That the Food Premises Inspection be endorsed by Council.

Carried 5/0
Resolution 140/14

8.3.3 SWIMMING POOL SAMPLES

File Reference 11.20.20
Statutory Reference Health Act 1911; Health (Aquatic Facilities) Regulations
Author & Date Steve Friend 7th February 2014

Comment

The swimming pool has been sampled both in January and February.

On both occasions the results have been good.

Voting Requirements

Simple Majority Required



Officer's Recommendation

That Council endorses the actions of the EHO/GS with respect to the sampling of the Williams Public Pool.

Council Resolution

Major/Cavanagh

That Council endorses the actions of the EHO/GS with respect to the sampling of the Williams Public Pool.

**Carried 5/0
Resolution 141/14**

8.3.4 RECYCLED WATER SAMPLES

File Reference	11.30.50
Statutory Reference	Health Act 1911
Author & Date	Steve Friend 7 th February 2014

Background

As part of the Department of Health's approval to use recycled effluent on the town oval, it is a requirement to test the chlorine levels and sample the effluent on a monthly basis.

Comment

Chlorine levels and sampling has occurred in both January and February.

There have been some issues with inadequate chlorine levels being achieved prior to irrigation. When tested and realised the levels have been low, the irrigation has been stopped and further chlorination has occurred.

This has involved the Works Manager manually dosing the tank and retesting prior to allowing the irrigation to commence.

Part of the problem was the Shire was watering only every second day and not on the weekend due to the requirement that the effluent has to be irrigated within 24 hours of chlorination and the testing and sampling regime.

The Shire has since irrigated every day to alleviate the effluent sitting in the delivery pipe all weekend without chlorination.



Simultaneously, The Water Corporation has increased the chlorination rate up at the treatment plant which has resulted in better, more consistent chlorine levels.

However, another problem to face the Shire is that the supply has run out, i.e. the Shire is using the effluent faster than the town can produce it!

The last lot of effluent was received for irrigation on Tuesday 11th February.

I am waiting on advice from the Water Corporation on whether the water/effluent in the old railway dam can be used.

I suspect it won't be able to be used in its present state as the Water Corp has pumped effluent into it when the new plant was being commissioned, therefore it will have a certain level of contamination.

Options open to the Shire is to receive the effluent and chlorinate it at the tank or have it pumped back to the treatment plant and run through the chlorinator before delivery to the Shire tank at the depot.

The second option is by far the better one.

Voting Requirements

Simple Majority Required

Officers Recommendation

That Council endorses the actions of the EHO/BS with respect to the sampling of the Williams Recycled Water Scheme.

Council Resolution

Carne/Medlen

That Council endorses the actions of the EHO/BS with respect to the sampling of the Williams Recycled Water Scheme.

**Carried 5/0
Resolution 142/14**



8.3.5 DEVELOPMENT APPLICATION – LOT 20 MILLBROOK PLACE

File Reference	13.34.10
Statutory Reference	Shire of Williams Town Planning Scheme
Author & Date	Steve Friend 7 th February 2014
Attachments	Appendix 1

Background

The prospective purchasers of Lot 20 Millbrook Place have written to the Shire requesting an ‘Approval in Principle’ to be able to operate a bed and breakfast should they build a dwelling on the property.

Comment

The proposal, at this stage, is to build a three bedroom, three bathroom dwelling with a view to using two of the bedrooms for B & B purposes.

There is a building envelope on the property which the prospective owners are aware of.

At this stage there is no detail on the house finishes, but the request is for the approval to be able to operate a B&B, not the dwelling itself.

The Shire of Williams Town Planning Scheme (TPS) has a list of land uses (Table 1) that, when cross referenced to a particular zone, indicates whether the use is permissible.

Clause 4.3.2 of the TPS states that if the use of the land is not specifically mentioned in the Zoning table and cannot reasonably be determined as falling into one of the categories, Council may:

- Determine the use is not consistent with the objectives of the scheme and therefore the use is not permitted or
- Determine by absolute majority that the proposed use may be consistent with the objectives of the zone and thereafter follow the advertising procedures of clause 2.6

Clause 2.6 Advertising of Applications

This clause gives three options to advertise:

- By placing a sign on site advertising the proposed development
- By placing an advertisement in a locally circulating paper
- Notifying adjoining neighbours and potentially affected persons

As can be seen by Table 1, line 10 mentions “*holiday cabins or chalets*” and when cross referenced, this use is not permissible in a Rural Residential zone.

If Council believes a B&B should fall into this category (holiday cabins or chalets), then the B&B cannot be approved.



If Council believes this B&B does not fall into this category, then it can decide the use is or is not consistent with the objectives of a Rural Residential zone and either reject the proposal or advertise it before making a final decision.

The proposed use (B&B) is similar to “holiday cabins or chalets” as named in the zoning table, except that this will not be a stand alone building, rather than be contained under the main roof of the dwelling.

If considered that a B&B should fall into the category of “Holiday cabins and chalets” the proposal must be disallowed as the use is not a permitted use in a Rural Residential zone.

Or Council might consider this is not something that should not occur in a Rural Residential area. If that is the case the proposal should be dismissed also.

Council might consider that this use is something that could be of benefit to the Shire (extra accommodation) but not on a scale that would impinge on the amenity of the neighbours.

If the latter is the case, Council is obliged to advertise the proposal before making a final determination.

It is my opinion that the use *could* be consistent with the objectives of the zone, and is different to cabins or chalets because there will be less traffic, noise and loss of amenity.

As such, I believe the proposal could be advertised by way of a letter to the residents of that area (Millbrook Estate) and perhaps a notice in The Williams after which any objections will be presented to Council.

Officer’s Recommendation

That the proposal to establish a B&B at Lot 20 Millbrook Estate be considered a use consistent with the objectives of the Rural Residential zone and that Council advertises the proposal by way of a letter to the other residents of the estate and by placing a notice in the Williams newsletter, after the matter will be considered by Council.

Council Resolution

Carne/Cavanagh

That the proposal to establish a B&B at Lot 20 Millbrook Estate be considered a use consistent with the objectives of the Rural Residential zone and that Council advertises the proposal by way of a letter to the other residents of the estate and by placing a notice in the Williams newsletter, after the matter will be considered by Council.

**Carried 5/0
Resolution 143/14**



8.3.6 DEVELOPMENT APPLICATION – LOT 14 MILLBROOK PLACE

File Reference	13.34.10
Statutory Reference	Shire of Williams Town Planning Scheme
Author & Date	Steve Friend 7 th February 2014
Attachments	Appendix 2 – DA Lot 14 Millbrook Place

Background

The owners of Lot 14 Millbrook Place have applied to erect a 9m x 7m x 2.8m high shed on the property.

The shed will be constructed out of fibro walls on two sides and Colorbond on the other two sides and the roof.

Comment

The property has a building envelope to ensure it is above the 100 year flood plain.

The shed will be built within the envelope and nestled between the house and another existing shed on the property.

The wall of the proposed shed that faces the entrance to the property will have a fibro gable and either side of a Colorbond roller door.

The wall facing south will also be fibro clad to match the existing walls of the house.

As the zoning of the property is Rural Residential, planning consent is required before the development can occur.

Council can consider such things as the shape, colour, mass, height etc. when granting planning approval.

In this instance, the shed is not overly big (mass) being 72m² and is no higher than an ordinary residential type shed (2.8m).

The addition of the two fibro clad walls is a bit different to normal, however this is being done to try and match the existing dwelling walls.

Officer's Recommendation

That the owners of Lot 14 Millbrook Place be granted planning approval to erect a 9m x 7m x 2.8m Colorbond and fibro clad shed on the property as per the plan submitted with the application.



Council Resolution

Cavanagh/Medlen

That the owners of Lot 14 Millbrook Place be granted planning approval to erect a 9m x 7m x 2.8m Colorbond and fibro clad shed on the property as per the plan submitted with the application.

**Carried 5/0
Resolution 144/14**

LATE ITEMS

Council Resolution

Cavanagh/Major

That the following late items be accepted for discussion

**Carried 5/0
Resolution 145/14**

8.3.7 EHO LATE ITEM - PLANNING APPROVAL

File Reference	13.34.10
Statutory Reference	Shire of Williams Town Planning Scheme
Author and Date	Health and Building Officer 19 th February 2014

Background

The owner of Lot 15 Brook Court has applied to erect a 16m x 9 m x 4.2m zincalume clad shed on his property.

The area is zoned Rural Residential and as such, planning approval by the Shire is required.

Comment

As can be seen by the attached site diagram the proposed shed will be sited behind the dwelling building line and just in front of an existing smaller shed.

Originally the owner wanted to site the additional shed behind the existing shed; however this property has a building envelope due to the threat of a 100 year flood and if permitted to be built where originally requested, would have placed the shed in the potential flood zone.

The owner has therefore agreed to build it where indicated on the attached plan. The shed is a fairly large shed but he has stated he wants to store a boat, tractor, caravan and other vehicles in the shed.

The Shire does not have any size or height restrictions or guidelines for sheds in Rural Residential zones.



This proposed shed has a side setback of 32 m from the neighbour on that side and as the aerial photo shows, will be slightly behind the neighbour's house.

Although largish, the shed will in fact store accumulated vehicles so will be beneficial in them from view.

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That the owner of Lot 15 Brook Court be permitted to build a 16m x 9m x 4.2m zincalume clad shed in the position shown on the site diagram accompanying the application form.

Council Resolution

Medlen/Major

That the owner of Lot 15 Brook Court be permitted to build a 16m x 9m x 4.2m shed in the position shown on the site diagram accompanying the application form. The shed is to be clad with the same sheeting as the material of the existing shed.

**Carried 5/0
Resolution 146/14**

8.3.8 EHO REPORT ACCEPTANCE

Voting Requirements

Simple Majority

Officers Recommendation

That the EHO's report as tabled be received.

Council Resolution

Medlen/Cavanagh

That the EHO's report as tabled be received.

**Carried 5/0
Resolution 147/14**

Mr Steve Friend left the meeting at 4.18pm



8.4 CHIEF EXECUTIVE OFFICER'S REPORT

8.4.1 SHIRE OF WAGIN – MOTION TO CENTRAL COUNTRY ZONE, AMALGAMATIONS

File Reference	4.12.10
Statutory Reference	N/A
Author & Date	R.N. Duff 13 th February 2014

Background

Correspondence received from the Shire of Wagin to be discussed at the Central Country Zone of WALGA on the 28th February 2014.

“As some of you would know, WALGA, as the representative body for Local Government in Western Australia, has held the position for some time that some structural reform is needed.

Several years ago it commissioned a report titled “The Journey” now commonly referred to as the SSS Report.

Clause 3.3 of The Scope for Change in the SSS Report introduction says:

“The SSS Panel Report was careful to emphasise that there was no demonstrated case that amalgamations of Local Governments will deliver improved outcomes. The forced amalgamation of Local Governments without existing capability and without specific regard to the ability to deliver more sustainable arrangements offers slim prospects of improvement. The extensive work of the five working parties which have generated the Plan has confirmed this conclusion.”

In 2009 the then Minister for Local Government John Castrilli MLA announced a policy to reform local government in W.A. There were few guidelines and largely a lack of direction other than to say that there are too many local governments and this should be changed.

Sustainability was used as the focus and little or no regard was given for the valuable contribution that Local Government provides for a community and the social dividend of that.

Councils and staff have invested thousands of hours and millions of dollars to comply with the Minister’s regulatory requests to submit business case plans and develop strategies within those plans.

Most, if not all Local Governments fulfilled these obligations in writing direct to the Minister through the Department of Local Government.

Since then the State Government has shifted its reform focus away from the country areas towards the metropolitan area. There are concerns however, that whatever happens in the metropolitan area will be repeated in the country.



The State Government has no mandate or ethical position to accuse Local Government of being poor managers of assets and finances.

Successive State Government's, have neglected to maintain essential infrastructure such as Tier 3 railways, roads, hospitals, electricity supply grids, water supplies throughout WA. Local Governments and their communities are adversely impacted by that.

In fact there is considerable pressure on Local Governments to increase the range of services that they deliver and also to manage this within already tight budgets. Cost shifting by both State and Federal Governments has been a large part of that. Rural local governments are increasingly having to fund medical services as well as provide housing for police, teachers and doctors. There has been a steady withdrawal of state services and decline in the standards of infrastructure.

If the State and Federal governments were to resume funding tasks that are not the core function of Local Government, then the relief to the Local Government budgets would, in most cases rejuvenate their sustainability.

The following motion is submitted by the Shire of Wagin for consideration and support"

- 1. That WALGA reject any moves by the State Government to force the amalgamation of local governments.**
- 2. That amalgamations, mergers and boundary changes be supported by WALGA only if introduced and supported by the effected Local Governments.**
- 3. That each Local Government community be entitled to hold a poll if structural change is proposed.**
- 4. That this resolution be submitted to the Central Country Zone of WALGA for consideration by the zone.**
- 5. That the Shire President circulates this resolution to ALL WA Local Governments via email and letter seeking their support and requesting that they submit this motion to their next Zone meeting for consideration.**

Comment

During 2009 the Shire of Williams considered this issued of amalgamation many times and as a result this took up a large amount of Council's time and resources. Council has made their position quite clear and wish remain as an individual Council.



At a 4WD meeting held on the 17th March the following motion was passed:

Moved Ian Woodruff, Seconded David Earnshaw

That, as a group of councils, the 4WD VROC does not consider amalgamations are in the best interests of our respective communities.

As a group, the 4WD VROC believes it can achieve better savings and efficiencies through the retention of existing councils structure and through the 4WD VROC; and,

As a group, the 4WD VROC requests that the Minister amends the Local Government Act 1995 to allow VROC's to become incorporated bodies.

CARRIED

The Shire of Williams endorsed this motion at the March 2009 Council meeting and correspondence was forwarded to the Minister for Local Government stating Council's stance on the issue.

In relation to the Shire of Wagin motion the Chief Executive Officer would recommend that Council support recommendations 1,2 & 3 when moved at the Central Country Zone meeting.

Financial Implications

Nil.

Voting Requirements

Simple Majority

Officers Recommendation

That Council delegates support the motion on amalgamations from the Shire of Wagin at the WALGA Central Country Zone on the 28th February 2014.

Council Resolution

Carne/Medlen

That Council delegates support the motion on amalgamations from the Shire of Wagin at the WALGA Central Country Zone on the 28th February 2014 with the exception of Item 3. Council requests that the President seeks further clarification on Item 3 with the need to strengthen this item.

**Carried 5/0
Resolution 148/14**



8.4.2 GORDON ATWELL – GLENFIELD RD UPGRADE

File Reference	12.15.36
Statutory Reference	N/A
Author & Date	R.N. Duff 13 th February 2014
Attachments	Appendix 1 – Austroads Vehicle Classification Appendix 2 – Community Route Funding Guidelines

Background

Correspondence received from Gordon Atwell

“As ratepayers and landowners we ask that Council consider the advantages of bitumen sheeting Glenfield Road from Cemetery Road to Fawcett road. This section of road currently has a gravel surface and provides access for our enterprise for both inwards supplies and outward deliveries.

Other considerable enterprises exist along Glenfield Road and they are sharing the roadway with traffic flows emanating from the Welldon Beef enterprise. Our movements proposed for January to September 2014 are estimated at:

- *Between 80 and 90 “B” train loads of cattle trucked in to Welldon Beef.*
- *Between 140 and 160 Roadtrain loads of grain trucked in to Welldon Beef.*
- *Between 90 and 100 “B” train loads of cattle trucked out of Welldon Beef.*
- *Numerous “B” train, Road Train and semi trailer loads of hay and straw trucked in to Welldon Beef.*
- *Numerous incidental truck and light vehicle movements associated with the management and operation of the enterprise including fuel tankers, feed additives, heavy machinery transport as well as the normal flows associated with a busy enterprise of this size.*

As you appreciate the timing of these movements is critical to meet scheduled deliveries and operate in all weather conditions. The current road surface presents drivers with roiling dust from the trucks during the hot months which changes rapidly to sheets of mud spray once anything more than a shower of rain strikes the surface. It is not only our vehicles but other Glenfield road users that have to contend with these conditions especially on the section Fawcett Rd to Cemetery Rd.

The roadway immediately to the west of Fawcett Road crests across some hilly country for approx. 800 metres and the width is severely constrained with trees impinging even further upon this restricted width. This section would require some tree and rock clearing on the north side to escalate to an acceptable safety level suitable for hard surfacing. Once past this point the remainder of the roadway is quite suitable to be surfaced once minimal preparations are completed.

We ask that Council consider this request and place the upgrade to bitumen status in the Council budget for completion as soon as funds can be made available. We also ask council to place this



project in a priority list as the risks posed to all Glenfield road users are extremely high and will only escalate further as more traffic uses this road.

The situation has become critical and is placing not only our personnel in jeopardy but other road users and we would work with Council to ensure this situation is corrected as soon as practicable.”

Comment

The Glenfield Rd has been requested to be upgraded by Mr Atwell previously and Council have decided where external funding can be sourced that it would consider an upgrade to Glenfield Rd. The below is an excerpt of a letter written to Mr Atwell in February 2012.

RE: Upgrade of Glenfield Rd

Further to your letter dated 31st January 2012 I wish to advise that Council considered this matter at the February 2012 Council meeting.

Council have resolved to seek funding for the possible upgrade of Glenfield Road from the State Government Commodity Routes Supplementary Fund and only if successful in gaining funding from this program will the Glenfield Road be upgraded to a sealed road.

It is estimated to cost \$318,000 to complete these works and at this stage the Shire of Williams could not fund these works. However, certain works will be undertaken on Glenfield Rd. These works will consist of widening and gravel sheeting narrow sections as we have previously discussed with you, in addition the culvert near Petchell Rd will be widened.

In the time since the above letter was written the Shire has completed some widening and gravel upgrade of Glenfield Rd. In addition traffic counts have been collected to build a case to submit a funding application to Main Roads.

Traffic Data

The traffic data that is record is listed below;

A1.2 Average Daily Traffic (ADT) MANDATORY REQUIREMENT						
Count No	Location (SLK)	Start Date	End Date	Duration (Days)	All Vehicles TOTAL	DAILY AVERAGE
1	1.00	15/06/2011	27/06/2011	12	344	28.7
2	1.00	10/02/2012	23/09/2012	13	384	29.5
3	1.00	14/01/2014	28/01/2014	13	441	33.9
4						
5						
Total Number of Vehicles						1169
Average Daily Traffic (ADT):						31



APPENDIX 1 shows the Austroads Vehicle Class system for the table below:

A1.3 Daily Equivalent Vehicles/Axles MANDATORY REQUIREMENT												
Count No (As above)	No of Vehicles for AUSTRROADS Vehicle Classes (from Classifier Reports)											
	1	2	3	4	5	6	7	8	9	10	11	12
1	267	10	48	2	1	0	0	2	3	6	5	0
2	309	5	34	7	0	0	1	5	11	10	2	0
3	354	10	13	8	0	0	0	0	10	22	24	0
4												
5												
Total Traffic	930	25	95	17	1	0	1	7	24	38	31	0
Multiplier	0	0	0.61	1.63	2.82	1.3	1.36	2.28	2.57	4.97	6.41	8.12
ESA's	0	0	58	28	3	0	1	16	62	189	199	0
Count No (As above)	Average Daily Vehicles	Daily Eqiv Standard Axles										
1	28.67	9.13										
2	29.54	10.44										
3	33.92	23.83										
4												
5												
Average Daily Equivalent Standard Axle (ESA):											14.6	

Financial Implications

The previous estimate of \$318,000 would still be reasonably accurate however at the time of a funding application this costing would be reviewed fully.

The Cost to undertake the project would be as follows:

Seal

0.47 SLK to 2.15 SLK \$83,202 (Materials \$60,307)

Widen, Reconstruct and Seal

1.77 SLK to 5.31 SLK \$235,738 (Materials \$128,542)

It was mentioned that the Commodity Routes Supplementary Fund may be a funding program that Council could apply for. The guidelines are attached at **APPENDIX 2** but in summary roads that are not eligible for Regional Road Project funding and have a high volume and percentage freight traffic would qualify. The program works similar to the Regional Road Group funding, in that Main Roads provide 2/3 of the cost and Council 1/3 of the cost towards the completion of the project.

Applications for the Commodity Route Funding will close in September 2014 with works to be completed in the 2015/16 financial year, if successful. In the meantime traffic counts will be continued at various times throughout the year.



Voting Requirements

Simple Majority

Officer's Recommendation

That the Chief Executive Officer submit an application to the Commodity Routes Supplementary Fund for the upgrade of Glenfield Rd from 0.47slk to 5.31slk.

Council Resolution

Cavanagh/Major

That the Chief Executive Officer submit an application to the Commodity Routes Supplementary Fund for the upgrade of Glenfield Rd from 0.47slk to 5.31slk.

Carried 5/0
Resolution 149/14

8.4.3 QUINDANNING COMMUNITY HALL INC

File Reference	11.70.95
Statutory Reference	N/A
Author & Date	Ryan Duff 13 th February 2014

Background

Correspondence received from the Quindanning Community Hall Committee

"The Quindanning Community Hall Inc has recently secured funding from BHP Worsley Alumina and pending funding from Newmont to upgrade and refurbish the outside of the community hall. We have also written to the Quindanning Picnic Race Club to assist us with funding from their community gaming machine. However we will still have a short fall and are requiring more monetary assistance. This is why we are asking the shire if they would be able to assist us with a donation of any value.

The upgrade and refurbishment will not only increase the attractiveness of the hall but will also make sure that any function, events or community meetings will be held in a safe environment.

Enclosed is a copy of the quotation and sponsorship letter."

Comment

The Hall Committee have a quotation of \$13,000 to complete the upgrade works. They have secured funding of \$3000 in cash from BHP Billiton and have requested a further \$3,000 from the proceeds of the Quindanning Community Gaming Machine.



The Shire of Williams does not have any responsibility for the Quindanning Hall however the Hall is situated within the Shire boundaries. The land on which the hall is located is vested to the Quindanning Picnic Race Club.

The Hall is in a prominent position with many travellers using it as a rest stop, using the Hall toilets and recently installed playground. The appearance of the hall in recent years has deteriorated and this project would enhance the Western entrance to our Shire.

Financial implications

Council has not budgeted any funds for this project, however an amendment can be made during the 2013/14 Budget Review or alternatively funds could be set aside for the 2014/15 Budget.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council consider making a cash contribution to the Quindanning Hall Committee for the Quindanning Hall Upgrade Project.

Council Resolution

Carne/Cavanagh

That Council will make a make a cash contribution of \$3000 to the Quindanning Hall Committee for the Quindanning Hall Upgrade Project.

**Carried 5/0
Resolution 150/14**

8.4.4 DEPARTMENT OF FIRE & EMERGENCY SERVICES – LOCAL GOVERNMENT GRANTS SCHEME

File Reference	5.10.6
Statutory Reference	Nil
Author & Date	Ryan Duff 13 th February 2014
Attachments	Appendix 3 – Excerpt from Grants Manual Appendix 4 – Local Gov't Bushfire Appliances list

Background

In accordance with the Fire and Emergency Services Act 1998, on 1 July 2003 a new property-based Emergency Services Levy (ESL) was introduced to more equitably provide the main source of funds for the operations of the following:



- Bush Fire Brigade (BFB);
- Career Fire and Rescue Service (CFRS);
- Emergency Management Services (EMS);
- State Emergency Service (SES);
- Volunteer Emergency Service Units (VES);
- Volunteer Fire and Rescue Service (VFRS); and
- Volunteer Fire Service Brigades (VFS).

Of relevance to the above, the ESL continues to provide funds through the DFES Local Government Grants Scheme (LGGGS, and see **APPENDIX 3** for an excerpt of the manual) to Local Governments via Capital and Operating Grants for their BFBs and SES Units where applicable.

The LGGGS Capital Grants process entails the provision of capital assistance to local governments by way of financial funding and/or the provision of a physical asset. To date the Shire of Williams has not received any Capital Grants through LGGGS.

Applications to the LGGGS close on the 7th March 2014.

Comment

For some years Council has discussed the need for a fit for purpose Fire Appliance being located in the Shire. For some reason the Shire has never had such a unit and therefore have not been included on the LGGGS Appliance Replacement Program. Applications have been made to the program but we have not been supplied with a fire fighting appliance.

It is intended to again apply for a Broad Acre Tanker Unit. This unit is a 4WD Truck carrying 2700lt of water with foam injection. A complete list of DFES Fire Fighting Appliances is attached at **APPENDIX 4**.

In applying for a DFES supplied unit it is recognised that some volunteer training will be required and there is also the issue of garaging such a unit. To address these issues further discussions should be had with our local DFES Area Manager who is aware of our Shires previous requests for a fire appliance. If the Shire of Williams is granted a new Fire Appliance a meeting should be held with the Bushfire Brigade Members and DFES.

Financial implications

The LGGGS would cover all costs for the supply of the Bushfire Fighting appliance; however future maintenance and repairs would be included in our operating grant provided to the Shire of Williams through the Emergency Services Levy.

Voting Requirements

Simple Majority



Officer's Recommendation

That Council supports the application for a Broad Acre Tanker Fire Appliance in the Department of Fire and Emergency Services Local Government Grants Scheme 2014/15

Council Resolution

Carne/Cavanagh

That Council supports the application for a 4000L Rural 4.4 Single Cab Tanker in the Department of Fire and Emergency Services Local Government Grants Scheme 2014/15.

**Carried 5/0
Resolution 151/14**

8.4.5 M ITALIANO – TEMPORARY OFFICE & SEA CONTAINER LOT 72 ALBANY HIGHWAY

File Reference	10.64.20
Statutory Reference	Shire of Williams Town Planning Scheme No. 2
Author & Date	Ryan Duff 13 th February 2014
Attachments	Appendix 5 – Photos of Lot 72

Background

The owner of Lot 72 Albany Highway Williams has submitted a planning application to locate a temporary office building and sea container on the lot for the purposes of housing a rural supplies business. The business proposed is a Landmark Agency, in regards to which Council is aware of a previous proposal to locate in the new Marjidin Way Industrial Area.

Lot 72 Albany Highway is within the Williams Townsite Boundary and is Zoned "Industrial" in the Shire of Williams Town Planning Scheme No.2

Comment

Advice has been sought from Council Planning Consultant on this proposal:

"Further to our telephone conversation we note you seek advice on whether Council has discretion to approve an office in the Industrial zone which may in the future also include the supply and sale of rural products (Landmark).

After examining the Scheme we consider that Council has some discretion to consider a proposal for Landmark to operate from the Industrial zone, however the most appropriate landuse classification would depend on exactly what they propose on the site and whether it is purely storage and sales or involves some form of processing / manufacturing. As guidance we advise as follows:



1. Stand alone office - An office is an 'AA' use in the Industrial zone under Table 1- Zoning Table which means Council has discretion to approve an office however the application would have to be advertised for public comment.
2. Industry – We note that Landmark sells rural products such as fertilisers and equipment. Some Landmark sites include a processing / manufacturing component and in those cases we would consider the use could be classified as some form of industry. More information would be needed to determine the exact type of industry, and whether it should be classified as general, light, or rural industry. A light industry is permitted in the Industrial zone. Council has discretion to consider a general industry. Council has no discretion to consider a rural industry in the industrial zone.
3. Showroom – If the business does not involve any industrial activities such as processing or manufacturing, and the Landmark premises is only for the sale and display of bulk products (with ancillary office), then Council has discretion to consider the proposal as a showroom. A showroom is not defined in the Shires scheme so would have to be processed as a 'use not listed' in the Industrial zone. A showroom is defined in the Model Scheme text as *'means premises used to display, sell by wholesale or retail, or hire, automotive parts and accessories, camping equipment, electrical light fittings, equestrian supplies, floor coverings, furnishings, furniture, household appliances, party supplies, swimming pools or goods of a bulky nature'*.
It is common for showrooms to operate from industrial zones as generally they have larger land requirements than shops which operate in commercial zones because they sell 'goods of a bulky nature'. Examples include sale of fridges, furniture etc."

The Planning Application was received on the 6th January 2014 and with no Council meeting in January the Chief Executive Officer and Shire President gave approval for a Temporary Office Building to be located on Lot 72. Subsequently the sea container was also delivered onsite and as per Council's Sea Container Policy approval was also given.

The conditions included in the approval are:

1. Approval is for 6 months, with the option to renew with Council approval for a further 6 months.
2. Temporary Office shall be of skid mounted construction.
3. Toilets in existing shed shall be operational and inspected by the Shire's Environmental Health Officer.

It should be noted that this approval is subject to the advertising clause in the Town Planning Scheme.

2.6 Advertisement of Application

Should Council endorse the actions of the Actions of CEO and Shire President then clause 2.6 of the Town Planning Scheme should be followed.

1. Notice on Lot 72
2. Ad in Local Newspaper
3. Notify adjoining owners



The comments period should be for not less than 1 month.

The CEO took this course of action because of Council's willingness at the December Council meeting to support a new business locating to the Marjidin Way Estate. Guidance was also taken from the recently adopted Business Incentive Policy.

Business Incentive Policy

The Williams Incentives for Investment Program is a key element of the Williams Shire Council's approach to encouraging business investment and economic development for the district through assisting:

- Local business looking to expand into new areas
- Businesses relocating into the district
- New enterprises to establish in the district

The objectives of the Williams Incentives for Investment program are:

- To increase the size of the local population (market)
- To assist development of sustainable enterprises and industries
- To increase employment and investment in the Williams district
- To assist the growth of value adding businesses in the region.

The Williams Incentives for Investments program provides a range of incentives, primarily focused at local authority fees and charges associated with investment. The primary aim is to minimize any initial cost impediments firms face when establishing or expanding their operation.

Financial Implications

Nil.

Voting Requirements

Simple Majority

Officers Recommendation

That Council endorse the actions of the Shire President and Chief Executive Officer and approve the application subject to clause 2.6 of the Shire of Williams Town Planning Scheme No.2 for M Italiano to place a temporary office building and sea container on Lot 72 Albany Highway Williams subject to the following conditions:

1. Approval is for 6 months, with the option to renew with Council approval for a further 6 months.
2. Temporary Office shall be of skid mounted construction.
3. Toilets in existing shed shall be operational and inspected by the Shire's Environmental Health Officer.

That Council considers the operation of Rural Supplies Business consistent with the objectives of the Scheme and advertises this approval as per clause 2.6 of the Shire of Williams Town Planning Scheme No.2



Council Resolution

Major/Carne

That Council endorse the actions of the Shire President and Chief Executive Officer and approve the application subject to clause 2.6 of the Shire of Williams Town Planning Scheme No.2 for M Italiano to place a temporary office building and sea container on Lot 72 Albany Highway Williams subject to the following conditions:

1. Approval is for 6 months, with the option to renew with Council approval for a further 6 months.
2. Temporary Office shall be of skid mounted construction.
3. Toilets in existing shed shall be operational and inspected by the Shire's Environmental Health Officer.

That Council considers the operation of Rural Supplies Business consistent with the objectives of the Scheme and advertises this approval as per clause 2.6 of the Shire of Williams Town Planning Scheme No.2.

**Carried 5/0
Resolution 152/14**

Council Resolution

Carne/Medlen

That Council stipulates an additional condition to the application at Lot 72 Albany Highway Williams:

4. Council encourages the Operators of the Rural Supplies Business to comply with the industry standards and legislation in relation to the storage of dangerous goods.

**Carried 5/0
Resolution 153/14**



8.4.6 THE WESTERN AUSTRALIAN EXPLORERS' DIARIES PROJECT

File Reference	11.60.90
Statutory Reference	N/A
Author & Date	R.N. Duff 13 th February 2014

Background

Correspondence received from The Western Australian Explorers' Diaries Project

"We are writing to you on behalf of the Western Australian Explorers' Diaries Project (WAEDP) Inc. to advise that the fully edited and annotated exploration diaries of John Septimus Roe, the State's first Surveyor General, are soon to be released. In view of the significance of this volume for Western Australia and its citizens, the fundamental work of Roe in developing this state, and the size of the volume, we are seeking your assistance for publication.

As you Roe left a record of his 1835 explorations in your jurisdiction. That record of the area at first contact remains relevant to the Shire of Williams – as an environmental, cultural and historical legacy. A legacy which can be used to inform land and resource management, heritage administration and visitor information.

The volunteer workers on the WAEDP have dedicated years to preparing Roe's original maps and documents for publication as the eleventh volume in the Western Australian Explorers Diaries series. That material is now being typeset. However, unlike the unpaid volunteers, the typesetter and printer require payment, hence our request for financial assistance of \$1,500.

We believe we are doing a service for this and future generations. Although we are largely unknown, the value and significance of our output has been recognised by the leaders of this state. For example, the first volume in the series, Western Australian Exploration volume 1 1826-1835, was launched in 2005 by the then State Governor, His Excellency Lieutenant-General John Sanderson AC.

The book dedicated to reproducing Roe's reports of his terrestrial explorations is expected to be over 600 pages and will retail around \$95. As a small edition, the Roe book itself will be a heritage item as well as an indispensable local record. It will be similar in format (hard cover and dust jacket) to Western Australian Exploration volume 1 1826-1835 and Western Australian Exploration 1836-1845. Another example of that high quality type of publication is the our most recent publication in the Western Australian Exploration series: "Work Completed, Canning" A Comprehensive History of the Canning Stock Route 1906 – 2010.

In appreciation of your financial support, the Shire of Williams will be acknowledged as a sponsor and given two complimentary copies of The Western Australian Explorations of John Septimus Roe 1829-1849. Your office and shire representatives will also be invited to the launch of the book. Indeed, if warranted, a local launch could be arranged at Williams.



The Western Australian Exploration of John Septimus Roe 1829-1849 is fully indexed with maps and illustrations. In addition, there is a chapter on animals and ecology by Dr Ian Abbott; an index of the plant species by Professor A.S. George, and a chapter on navigation and hydrographic surveying by Professor V.L. Forbes.

The volumes in the Western Australian Exploration Diaries series are of interest for 'lay' readers with a passion for Western Australian history, as well as providing a primary source of archival material for a range of researchers and institutions.

Please contact either Dr Marion Hercock the editor of the book, or me if you have any queries about the project and its publications, or wish to see the pre-press version of the Roe volume."

Comment

The District of Williams was first explored in 1831 by Captain Bannister en route from Perth to King George III Sound (Albany).

Bannister, Captain Thomas (1799-1874), a former army officer, arrived in Western Australia in October 1829, when he accompanied Dr T.B. Wilson and others on an excursion to select land on the Canning River. He was appointed Government Resident at Fremantle in 1830. Later that year he made an expedition to the base of the Darling Range and in the summer of 1830-31 he made an overland expedition from Perth to King George Sound, where he also took up land grants. He had left the colony by 1835, when he was listed as a founding member of the Port Phillip Association (Victoria), but may have returned to Fremantle to engage in sealing at the end of 1837. Thomas was the brother of Saxe Bannister, controversial first Attorney General (1823-1826) of New South Wales.

Further information can be sourced from the projects website.

<http://www.explorationswa.com.au/About/about.php>

The Project's website advises that the first ever edition "Western Australian Exploration 1826 – 1835" would already include any history relating to our District therefore any financial contribution to future editions would be a gesture of goodwill.

Financial Implications

\$1,500 unbudgeted but could be included in the 2014/15 Budget.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council consider the request for funds from The Western Australian Explorers' Diaries Project.



Council Resolution

Major/Cavanagh

That Council do not wish to allocate any funds towards The Western Australian Explorers' Diaries Project.

**Carried 5/0
Resolution 154/14**

8.4.7 WHEATBELT DEVELOPMENT COMMISSION – DRAFT WHEATBELT AGED SUPPORT AND CARE SOLUTIONS (WASCS) REPORT

File Reference	4.12.35
Statutory Reference	N/A
Author & Date	R.N. Duff 13 th February 2014
Attachments	Appendix 6 - Draft Wheatbelt Aged Support and Care Solutions Report Appendix 7 – WASCS Report Executive Summary Appendix 8 – WASCS Overview for Elected Members

Background

The WASCS Report is the development of an integrated aged care plan for the entire Wheatbelt that has evolved as an extension of the Central East Aged Care Regional Solution/s project.

The Avon Regional Organisation of Councils was the second group of local governments to come on board with the project. The focus of the project is that it is:

- Community driven
- Evidence based
- Aligned to State and Federal reform initiatives
- Involves all key stakeholders – local, state, and federal agencies and community providers

The WASCS Report was first raised with members of the 4WDL at a regional planning meeting in August 2012. At this meeting it was indicated that local governments that had already been involved in aged care planning may be able to contribute their existing plans in lieu of or to reduce their financial contribution. In October 2012, the Shire of Williams was formally invited by WDC to join the project. The invitation indicated that a contribution of \$5,000 was requested with an additional statement

In October 2012, the 4WDL approached the WDC requesting advice as to whether the 4WD Aged Friendly Communities planning satisfied the regional planning initiative. The response from the WDC on 7 November 2012 was that “While elements of the 4WD VROC and Lake Grace Age-Friendly Communities report would benefit the WASCS project, WASCS aims understand the whole spectrum of Aged Care planning. The WASCS project would like to build on the work found in the Age-Friendly Communities report particularly for the strategies on community and



residential care options.” The letter indicated that the WDC encouraged our participation in the process and welcomed the opportunity to further negotiate the contribution. The WDC indicated in verbal discussions that the financial discount that could be offered for our work to date would be minimal.

In December 2012 a teleconference was held between members of the 4WDL VROC and the WDC. The outcome from the teleconference was that the WDC would reapproach the 4WDL VROC early in the New Year with more information about the financial contribution that would be required.

In March 2013 the 4WDL VROC members received a copy of the Central East Aged Care Regional Solution/s report and the WDC and the consultant attended a 4WDL meeting in Williams. Pam Stockley also attended the meeting as a representative of the Shire of West Arthur, the 4WDL and author of the 4WD and Lake Grace Age-Friendly Communities report. At this meeting the WDC indicated that other than the 4WDL members, all other local governments in the Wheatbelt (with the exception of Cuballing who cited proposed amalgamation as their reason not to participate) were participating. The WDC indicated that they were willing to negotiate on the financial contribution requested, and \$2,000 was proposed.

The Shire of Williams has committed funds towards the project. The total cost of the project is \$497,500. The consultant’s fees are \$340,410.

Comment

The Wheatbelt Development Commission has now presented the completed Draft Report for Council consideration and endorsement.

The Report, Executive Summary and Overview Page for Elected Members are attached at **APPENDIX 6, 7 & 8.**

The report gives a good clear summary of the community needs analysis and consultations, and the relevant policies etc. from national and state governments and health and aged departments in particular. It includes references to the work that has been done and is currently being undertaken in the 4WDL in this field.

A lot of the information contained within the report the 4WDL Council’s would already be aware of, however it does identify further issues with dementia care and demand for residential care. From a local level the Williams community could benefit from funding increases to Residential Care providers such as Karinya in Narrogin which is our closest provider. Aging in Place Initiatives through the Wheatbelt may also be funded given this evidence based report. From a HACC and Home Care perspective the report suggests there are local issues in their service provision that probably are around capacity of staffing and resources with increasing demand of clients. It is hoped the additional staff and resources could be given to Wheatbelt Health to offer additional HACC packages.

Financial Implications

Nil.



Voting Requirements

Simple Majority

Officer's Recommendation

That the Shire of Williams receives and endorses the Draft Wheatbelt Aged Support and Care Solutions Report.

Council Resolution

Major/Cavanagh

That the Shire of Williams receives and endorses the Draft Wheatbelt Aged Support and Care Solutions Report.

**Carried 5/0
Resolution 155/14**

8.4.8 SHIRE OF BODDINGTON - MARRADONG COUNTRY ENTRY SIGNAGE

File Reference	3.5.1
Statutory Reference	N/A
Author & Date	R.N. Duff 13 th February 2014
Attachment	Appendix 9 – Signage Concept document

Background

The Economic Development Strategy (EDS) for Boddington results from the promotion of Boddington as a Super Town. It was prepared in the context of the wider Boddington District and considers the impact and potential for economic growth in the District, including the Shires of Boddington, Williams and Wandering. The strategy provides for an overarching body called, say, the Hotham/Williams Economic Development Alliance ("HWEDA"), whose role would be to set and monitor strategic objectives, set policy, provide advice to the person/unit charged with implementation and to be the champion for economic development in the district of Boddington, Wandering and Williams.

One of the initiatives of HWEDA was to create a regional brand, which has proven to be quite a difficult task as getting common agreement between all three communities was challenging. A renowned advertising consultant was appointed by the Shire of Boddington to assist with the branding process and in July 2013 the name Marradong Country was adopted by HWEDA.

Comment

Report Provided by Tahnee Forbes, Economic Development Officer at the Shire of Boddington.



marradong

COUNTRY

“Roadside Signage for the Shire of Boddington, Wandering and Williams

It is proposed to upgrade the “Welcome To” signage at the entrance of each shire in order to help visitors to our region clearly identify the region and towns within it as they are travelling through the region.

Each region has been allocated a specific colour, taken from the Marradong Country logo and this theme will be followed throughout all marketing and promotion of the region.

Yellow was allocated to Wandering due to the large amount of yellow and gold in your scenery in the summer months and as it is a part of your logo colour for the Shire of Wandering. Blue is for Williams, again to follow through on colours already existing in your Shire logo and also as a reflection of the sky colour and Williams River. Green has been allocated to Boddington due to the large amount of forest in the Shire and also to coincide with the logo.

The images on each sign have been selected to offer the driver a brief glimpse into life in the region and are specific for each shire. Wandering features a tractor driver/harvest image, vineyard, cattle and canola close-up, Williams, the windmill, river & bridge, hay bales and lambs and Boddington has the gold mine, a rose, fishing on the Hotham river and sheep work. The signs will be placed in the same position as the original Welcome to the Shire of Wandering signs and will be provided to you for installation free of charge. We will need an accurate number from each shire to ensure the signs are placed on all entrances into the region. i.e. Pingelly Road into Wandering, Narrogin Road into Williams and Dwellingup Road into Boddington as well as each major highway. The signs will measure 1800 x 1200mm.

Once we have your approval for the signage artwork we will source quotes and then order for installation in the coming months.

All enquires can be made to Tahnee Forbes, Economic Development Officer, Shire of Boddington 08 9883 4999”

The signage concepts are attached at **APPENDIX 9**.

Financial Implications

No direct cost will be passed on to the Shire of Williams however the Works Crew will be responsible for the installation of the new signage.



Voting Requirements

Simple Majority

Officer's Recommendation

The Council approve the new Marradong Country entry signage and install the signage at the boundary on all State Roads entering the Shire of Williams.

Council Resolution

Cavanagh/Major

The Council approve the new Marradong Country entry signage and install the signage at the boundary on all State Roads entering the Shire of Williams.

Carried 5/0
Resolution 156/14

8.4.9 DEPARTMENT OF LOCAL GOVERNMENT – 2013 COMPLIANCE AUDIT RETURN

File Reference

4.22.00

Statutory Reference

Section 7.13(i) of the *Local Government Act 1995* and Local Government (Audit) Regulation 13

Author & Date

R.N. Duff 13th February 2014

Attachments

Appendix 10 - 2013 Compliance Audit Return

Background

Under the Local Government Audit Regulations 1996, a Local Government is required to carry out a compliance audit for the period 1st January 2013 to 31st December 2013. The certified return needs to be submitted to the Director General, Department of Local Government by 31st March 2014.

The compliance audit return must be:

1. Presented to Council at a meeting of the Council;
2. Adopted by the Council; and
3. Recorded in the minutes of the meeting at which it is adopted.

A copy of the return is submitted for Councillors' perusal, comment and adoption by Council before 31st March 2014. It is necessary for the Shire President and Chief Executive Officer to sign off the return as a certified copy.

Comment

No sections in the report were responded to in the negative and therefore no items are required to be brought to Council's attention. Compliance return attached at **APPENDIX 10**.



Financial Implications

Nil.

Voting Requirements

Simple Majority

Officer's Recommendation

That the Compliance Audit Return for 2013 be adopted and forwarded the Department of Local Government.

Council Resolution

Cavanagh/Carne

That the Compliance Audit Return for 2013 be adopted and forwarded the Department of Local Government.

**Carried 5/0
Resolution 157/14**

8.4.10 WA TREASURY CORPORATION – MASTER LENDING AGREEMENT

File Reference	4.22.00
Statutory Reference	16.01.10
Author & Date	R.N. Duff 13 th February 2014

Background

On 18 November 2013 Council staff received a request from the Western Australian Treasury Corporation (WATC) to enter into a Local Government Master Lending Agreement (LGMLA). At present when Council resolve to undertake lending from WATC the following occurs;

- Council staff complete a loan application to WATC;
- Loan request assessed by WATC and further information supplied if required;
- Once Approved Individual Loan Agreement is drawn up;
- Loan Agreement to be Signed under Seal (Chief Executive Officer has delegated authority to sign without the requirement of Agenda Item or Seal); and
- Funds are drawn down and deposited in Council Municipal Account.

WATC Loans represent all of the Shire of Williams's outstanding borrowings as at 30 June 2013.

This signing of the LGMLA does not by itself increase Council's borrowings.



Comment

Council loan borrowings at the 30th June 2013 are as follows:

Loan #63 Plant	\$48,663
Loan #65 Industrial Land	\$250,863

The LGMLA will combine the abovementioned loans under the LGMLA, and will facilitate future WATC borrowing events as this open ended LGMLA removes the need for individual loan agreements to be executed under seal each time the Shire borrows from WATC. Any future borrowings under the LGMLA will continue to be subject to WATC’s credit approval policy at the time of application, and will still require Council approval for inclusion in its annual budget.

Statutory Environment

With respect to the LGMLA, Council will continue to be required to comply with all requirements of the Local Government Act 1995 (the Act) and Regulations, and ensure that all new loans have been approved by Council in its annual budget or have satisfied the provisions of Section 6.20(2) Power to Borrow of the act.

Financial Implications

Nil.

Voting Requirements

Simple Majority

Officer’s Recommendation

That Council:

1. Enter into a Master Lending Agreement with Western Australian Treasury Corporation as per the document tabled at this meeting;
2. Affix the Common Seal of the Shire of Williams to the said Master Lending Agreement in the presence of the President and the Chief Executive Officer;
3. Authorise the Chief Executive Officer, Agent or any of the Senior Employees of the Shire of Williams authorised by the Chief Executive Officer from time to time to sign schedule documents under the Master Lending Agreement and/or to give instructions there under on behalf of the Shire of Williams.

Council Resolution

Major/Medlen

That Council:

1. Enter into a Master Lending Agreement with Western Australian Treasury Corporation as per the document tabled at this meeting;



2. Affix the Common Seal of the Shire of Williams to the said Master Lending Agreement in the presence of the President and the Chief Executive Officer;
3. Authorise the Chief Executive Officer, Agent or any of the Senior Employees of the Shire of Williams authorised by the Chief Executive Officer from time to time to sign schedule documents under the Master Lending Agreement and/or to give instructions there under on behalf of the Shire of Williams.

Carried 5/0
Resolution 158/14

8.5 MANAGER OF FINANCE'S REPORT

8.5.1 ACCOUNTS FOR PAYMENT

File Reference	4.23.15	
Statutory Reference	N/A	
Author & Date	Cara Ryan	13 th February 2014

Background

That the Chief Executive Officer be authorised to make payments from Councils Municipal Fund, Trust and Reserve Accounts to a maximum of \$100,000 for payment of:

- Refunds of overpayment, deposits and bonds.
- Postage
- Salaries and Wages
- Petty cash recoup
- Payment of creditors where a discount or penalty applies
- Council vehicle licenses
- Special emergency payments as authorised
- Loan Repayments
- Police Licensing, receipts.
- Credit Card purchases up to \$5,000 for items contained in the Budget
- Progress payments for tender contracts

Comment

The list of account for payment is a separate attachment to this agenda.

Financial Implications

As listed in the recommendation below.

Voting Requirements

Simple Majority



Officers Recommendation

That Municipal Fund cheques 104074 - 104102, EFT Transfers and Direct Debits totalling \$647,665.65, CLGF Regional Funding EFT transfer totalling \$555,611.73 and Trust Cheques totalling \$320.00 approved for payment by the Chief Executive Officer be endorsed and that Municipal Fund cheques 104103 - 104109 totalling \$10,668.04 and Municipal Fund EFT Transfers totalling \$167,739.92 be approved for payment.

Council Resolution

Cavanagh/Medlen

That Municipal Fund cheques 104074 - 104102, EFT Transfers and Direct Debits totalling \$647,665.65, CLGF Regional Funding EFT transfer totalling \$555,611.73 and Trust Cheques totalling \$320.00 approved for payment by the Chief Executive Officer be endorsed and that Municipal Fund cheques 104103 - 104109 totalling \$10,668.04 and Municipal Fund EFT Transfers totalling \$167,739.92 be approved for payment.

**Carried 5/0
Resolution 159/14**

8.5.2 FINANCIAL STATEMENTS

File Reference	4.23.15	
Statutory Reference	N/A	
Author & Date	Cara Ryan	12 th February 2014

Background

A statement of financial activity must be produced monthly and presented to Council. In accordance with the Local Government Act 1995, a statement of financial activity must be presented to each Council meeting, including a comparison to the budget and variance from it. It must also include explanations of any variances.

Statutory Implications

Local Government (Financial Management) Regulations 1996, reg 34.

Comment

The financial statements are a separate attachment to this agenda.

Financial Implications

As disclosed in the financial statements.

Voting Requirements

Simple Majority



Officers Recommendation:

That the financial statements presented for the periods ending 31 December 2013 and 31 January 2014 be received.

Council Resolution

Medlen/Carne

That the financial statements presented for the periods ending 31 December 2013 and 31 January 2014 be received.

**Carried 5/0
Resolution 160/14**

8.6 COUNCILLORS' REPORTS

Cr Cowcher attended the opening of the Well-Aged Units in Lake Grace.

Cr Cavanagh attended the Hotham Williams Economic Development Alliance (HWEDA) meeting.

9.0 ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN.

10.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING.

10.1 ELECTED MEMBERS.

10.2 OFFICERS.

11.0 APPLICATION FOR LEAVE OF ABSENCE

12.0 INFORMATION SESSION

13.0 CLOSURE OF MEETING

There being no further business for discussion the President declared the meeting closed at 5.45pm.