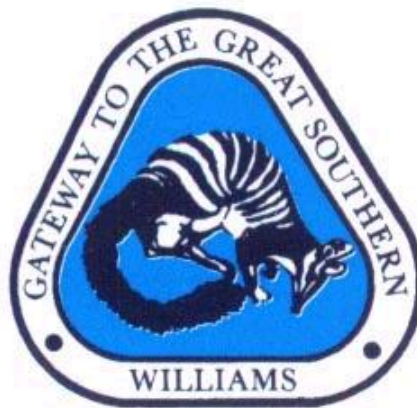


SHIRE OF WILLIAMS

***MINUTES OF ORDINARY MEETING HELD ON WEDNESDAY
17TH SEPTEMBER 2014***



COUNCIL DIARY

WEDNESDAY 17TH SEPTEMBER 2014

1.00pm

Ordinary Meeting

WEDNESDAY 15TH OCTOBER 2014

1.00pm

Ordinary Meeting



MINUTES – ORDINARY MEETING OF COUNCIL HELD 17TH SEPTEMBER 2014

TABLE OF CONTENTS

Item	Subject	Page
	NOTICE OF MEETING	3
	DISCLAIMER.....	4
1.0	Declaration of Opening / Announcement of Visitors.....	5
2.0	Record of Attendance / Apologies / Leave of Absence (previously approved).....	5
3.0	Public Question Time.....	5
4.0	Petitions / Deputations / Presentations.....	5
5.0	Declarations of Interest.....	5
6.0	Confirmation of Minutes of Previous Meetings.....	6
6.1	LEMC minutes 4 th August 2014.....	6
6.2	Ordinary Council Meeting Held 20 th August 2014.....	6
6.3	HWEDA Meeting Held 9 th September 2014.....	6
6.4	4WDL Meeting Held 10 th September 2014.....	7
7.0	Announcements by Presiding Member without discussion.....	7
8.0	Reports.....	7
8.1	Economic Development Officer's Report.....	8
8.1.1	Shire of Williams Disability Access & Inclusion Plan 2015-2020.....	8
8.1.2	NRAS – National Rental Affordability Scheme.....	9
8.1.3	EDO Report Acceptance.....	12
8.2	Works Supervisor's Report.....	13
8.2.1	Maintenance Grading Activity.....	13
8.2.2	Road Maintenance Works.....	13
8.2.3	Upcoming Works & Items on Road Construction Program.....	13
8.2.4	Mechanical Report.....	14
8.2.5	Staff.....	15
8.2.6	Town and Facilities Report.....	15
8.2.7	Private Works.....	15
8.2.8	Works Supervisor Report Acceptance.....	15
8.3	Environmental Health / Building Surveyor's Report.....	16
8.3.1	Building Permits.....	16
8.3.2	Water Reuse Meeting – Water Corporation.....	16



MINUTES – ORDINARY MEETING OF COUNCIL HELD 17TH SEPTEMBER 2014

8.3.3	Development Application – Lots 16, 17 and 18 Albany Highway	17
8.3.4	EHO Report Acceptance	19
8.4	Chief Executive Officer’s Report	20
8.4.1	Chief Executive Officer General Report	20
8.4.2	Grader Tender	21
8.4.3	Appointment of Chief Bush Fire Control Officer and Deputy	24
8.4.4	4WDL VROC Strategic Plan Review	25
8.4.5	Mr N Steicke – Objection to lease of Lot 440 Marjidin Way	26
8.4.6	Community Bus	31
8.4.7	Williams Bowling Club – Request for Assistance	34
8.4.8	WA Grant Commission – 2014/15 Final Financial Assistance Grants (FAGs)	35
8.5	Manager of Finance’s Report	37
8.5.1	Accounts for Payment	37
8.5.2	Financial Statements	39
8.6	Councillors’ Reports	40
9.0	Elected Members Motions of which Notice has been given.	40
10.0	New Business of an Urgent Nature introduced by Decision of Meeting.	40
10.1	Elected Members.	40
10.2	Officers.	40
11.0	Application for Leave of Absence	40
12.0	Information Session	40
13.0	Closure of Meeting	40

SEPARATE DOCUMENTS

1. Minutes
2. Appendices
3. Payment Listing
4. Financial Statements
5. Status Report
6. Info Statement



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.

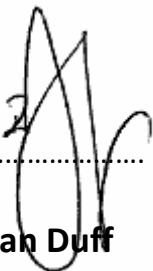
Your Ref:

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 17th September 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.



MINUTES

1.0 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 1.04pm.

2.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

(PREVIOUSLY APPROVED)

Cr John Cowcher President
Cr David Earnshaw Deputy President (from 1.11pm)
Cr Greg Cavanagh
Cr Richard Johnstone
Cr Gilbert Medlen
Cr Natalie Major
Cr Jarrad Logie
Cr Peter Paterson
Cr Moya Carne

Ryan Duff Chief Executive Officer
Cara Ryan Manager of Finance
Heidi Cowcher Economic Development Officer (1.15pm to 1.30pm)
Tony Kett Works Supervisor (1.31pm to 2.10pm)

Apologies

Steve Friend Environmental Health Officer/Building Surveyor

3.0 PUBLIC QUESTION TIME

4.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

The President has invited Mr Ray Sherry to speak to Council about the Black Dog Ride that he recently participated in. Mr Sherry will attend the meeting at 2.50pm.

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 LEMC MINUTES 4TH AUGUST 2014

Officer's Recommendation

That the Minutes of the LEMC Meeting held on 4th August 2014, as previously circulated, be received.

Council Resolution

Major/Carne

That the Minutes of the LEMC Meeting held on 4th August 2014, as previously circulated, be received.

**Carried 8/0
Resolution 56/15**

6.2 ORDINARY COUNCIL MEETING HELD 20TH AUGUST 2014

Officer's Recommendation

That the Minutes of the Ordinary Meeting of Council held on 20th August 2014, as previously circulated, be confirmed as a true and accurate record.

Council Resolution

Johnstone/Medlen

That the Minutes of the Ordinary Meeting of Council held on 20th August 2014, as previously circulated, be confirmed as a true and accurate record.

**Carried 8/0
Resolution 57/15**

6.3 HWEDA MEETING HELD 9TH SEPTEMBER 2014

Officer's Recommendation

That the Minutes of the HWEDA Meeting held on 9th September 2014, as previously circulated, be received.

Council Resolution

Major/Medlen

That the Minutes of the HWEDA Meeting held on 9th September 2014, as previously circulated, be received.

**Carried 8/0
Resolution 58/15**

Cr Earnshaw entered the meeting at 1.11pm.



6.4 4WDL MEETING HELD 10TH SEPTEMBER 2014

Officer's Recommendation

That the Minutes of the 4WDL VROC Meeting held on 10th September 2014, as previously circulated, be received.

The Minutes for the 4WDL VROC meeting held 18th September 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 attended the meeting at 1.15pm to discuss her report.

8.1.1 SHIRE OF WILLIAMS DISABILITY ACCESS & INCLUSION PLAN 2015-2020

File Reference	7.70.55
Statutory Reference	N/A
Author & Date	Heidi Cowcher 10 th September 2014

Background

The Shire of Williams is legislatively required under the *Disability Services Act 1993* to have in place a current Disability Access and Inclusion Plan and that it is available on the Shire's website and reviewed every five years.

The Shire last reviewed their DAIP in 2007 and it was due to be reviewed in 2012. The document has since lapsed, and the Department has advised that it is timely to review and update it to take into account a new outcome has been added to address employment of people with a disability.

Comment

A comprehensive review of the Shire's DAIP has been completed in-house, as well as inviting submissions from the community into the Shire's DAIP, with particular attention invited into physical access barriers within the community and general access to information, services and facilities. Submissions were invited, however to date none have been received.

Consequently, the document has been completed and is presented in Draft format for Council input if necessitated.

The DRAFT is attached in Appendix 1.

Financial Implications

The Shire of Williams may be financially implicated should the need arise to address any barriers to inclusivity within the Shire. Most should be able to be addressed within existing budgets.

Voting Requirements

Simple Majority.

Officers Recommendation

That Council endorses the Shire of Williams Disability Access and Inclusion Plan 2015-2020.

Council Resolution

Carne/Paterson

That Council endorses the Shire of Williams Disability Access and Inclusion Plan 2015-2020.

Carried 9/0
Resolution 59/15



8.1.2 NRAS – NATIONAL RENTAL AFFORDABILITY SCHEME

File Reference	EDO Files		
Statutory Reference	N/A		
Author & Date	Heidi Cowcher	10 th September 2014	

Background

The CEO and EDO have previously had discussions with Simon Moore from Questus in relation to the Shire of Williams participating in the NRAS program through Questus. In reports to Council earlier this year, it was highlighted that this funding scheme offered incentives to property owners who subsidised their rentals at below market value to offer affordable housing opportunities where these otherwise may not exist.

The program is a long term commitment (10 years) and initiative by the Federal and State Governments to address the shortage of affordable rental housing by offering financial incentives to build and rent dwellings to low and moderate income households at least 20% below market rates.

The primary focus of NRAS is to:

- Increase the supply of affordable rental dwellings;
- Reduce rental costs for low to moderate income households; and
- Encourage large scale investment and delivery of affordable housing.

Questus Funds Management Limited is the Responsible Entity for the Questus Residential Investment Fund, and in accordance with NRAS legislation, has been granted status as an Approved Participant in the NRAS program. Questus is the holder of over 3700 NRAS allocations and is one of the largest Approved Participants in Australia.

An NRAS Approved Property is one that:

- Is approved to receive the NRAS incentives for up to 10 years;
- Must be rented at a discount at least 20% below the market rent;
- Can only be tenanted by eligible tenants (income based);

The current incentive is set at \$10,661 per eligible property for the 2014/15 financial year. The NRAS year funds from 1 May to 30 April. Annual compliance reports are submitted in May each year, with the funds available in September. Incentives are indexed annually by CPI.

Comment

Following the initial meeting in April, and Council's endorsement to be involved in the scheme, I have been endeavouring to seek confirmation from Questus that we had allocations on the 5 well-aged units that are currently under construction in Williams.

Confirmation was indicated and the process of entering the scheme has commenced.



MINUTES – ORDINARY MEETING OF COUNCIL HELD 17TH SEPTEMBER 2014

Tenancy eligibility is based on income, which for a single person can be between \$47,289-\$59,111 per annum and for a couple can be between \$65,378-\$81,722. To maintain eligibility as a tenant in the scheme, the tenant’s income can increase above the initial income by 25%. A tenant ceases to be eligible when income exceeds the upper income limit in two consecutive years. Evidence of income is required on entering the property.

In order to join QRIF (Questus Residential Investment Fund), the owners of the eligible property needs to pay a once off \$10,000+GST up front administration fee to the fund. Essentially this is equivalent to the first year of eligible income from NRAS.

The following summarises the NRAS benefits as seen over a 10 year period together with the required annual administration fee (5.5%) and the loss of income if the rent is set at 20% below market value.

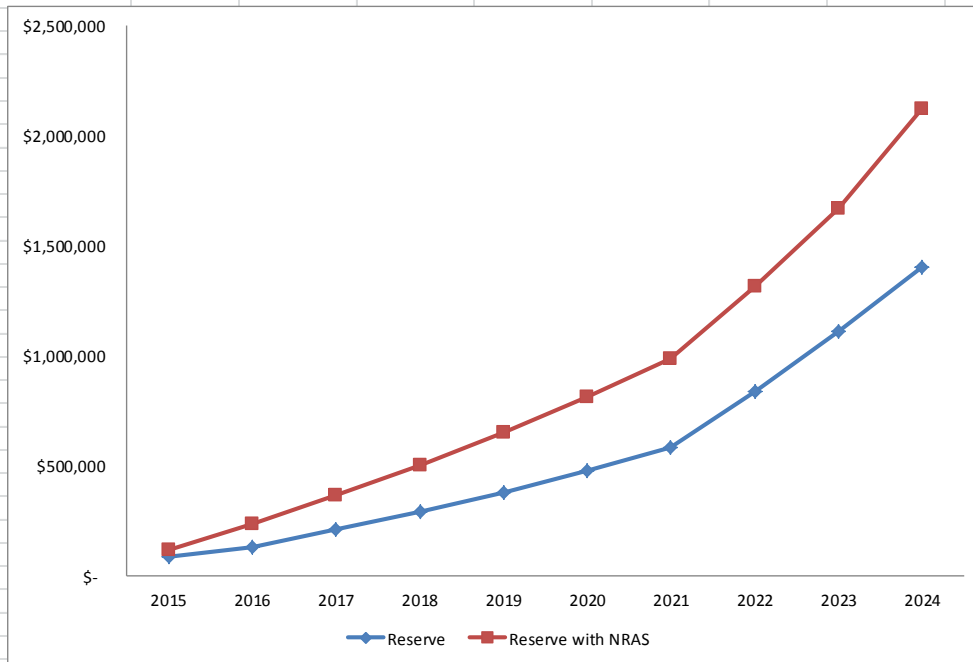
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
	Jun-15	Jun-16	Jun-17	Jun-18	Jun-19	Jun-20	Jun-21	Jun-22	Jun-23	Jun-24	
	\$ -	-\$ 4,627	\$ 47,258	\$ 100,699	\$ 155,743	\$ 212,438	\$ 270,835	\$ 330,983	\$ 392,936	\$ 456,747	
NRAS	\$ 53,305	\$ 54,904	\$ 56,551	\$ 58,248	\$ 59,995	\$ 61,795	\$ 63,649	\$ 65,558	\$ 67,525	\$ 69,551	
5.5% Admin Fee	-\$ 2,932	-\$ 3,020	-\$ 3,110	-\$ 3,204	-\$ 3,300	-\$ 3,399	-\$ 3,501	-\$ 3,606	-\$ 3,714	-\$ 3,825	
Commencement fee	-\$ 55,000										
	-\$ 4,627	\$ 47,258	\$ 100,699	\$ 155,743	\$ 212,438	\$ 270,835	\$ 330,983	\$ 392,936	\$ 456,747	\$ 522,473	
Rent	\$ 11,440	\$ 11,783	\$ 12,137	\$ 12,501	\$ 12,876	\$ 13,262	\$ 13,660	\$ 14,070	\$ 14,492	\$ 14,927	
Reduced to 80%	\$ 9,152	\$ 9,427	\$ 9,709	\$ 10,001	\$ 10,301	\$ 10,610	\$ 10,928	\$ 11,256	\$ 11,593	\$ 11,941	
Lost Rent	-\$ 2,288	-\$ 2,357	-\$ 2,427	-\$ 2,500	-\$ 2,575	-\$ 2,652	-\$ 2,732	-\$ 2,814	-\$ 2,898	-\$ 2,985	-\$26,229
Actual NRAS Benefit	-\$ 6,915	\$ 44,901	\$ 98,271	\$ 153,243	\$ 209,863	\$ 268,182	\$ 328,251	\$ 390,122	\$ 453,849	\$ 519,487	
Assumption CPI = 3%											

Should Council endorse the expenditure of \$55,000 up front to enter the NRAS scheme, the funds would need to be sourced from the Joint Venture Housing Reserve (current balance \$85,071). The equivalent NRAS benefit for 2014/15 is greater than the commencement fee, therefore resulting in a negative NRAS benefit in the first year. The following and subsequent years show a significant benefit that can be realised and a healthy reserve at the end of the ten year commitment period.



MINUTES – ORDINARY MEETING OF COUNCIL HELD 17TH SEPTEMBER 2014

	Jun-15	Jun-16	Jun-17	Jun-18	Jun-19	Jun-20	Jun-21	Jun-22	Jun-23	Jun-24
Reserve	\$ 85,071	\$ 130,991	\$ 208,041	\$ 291,518	\$ 381,361	\$ 478,224	\$ 581,328	\$ 837,374	\$ 1,112,745	\$ 1,404,516
Reserve with NRAS	\$ 120,136	\$ 238,782	\$ 366,739	\$ 505,035	\$ 653,843	\$ 814,069	\$ 985,196	\$ 1,314,204	\$ 1,667,767	\$ 2,125,727



To determine market value, the owner of the property is required to seek an independent valuation of the rental market in order to be able to set the rent at 20% below market value. This then sets the rental for the properties and needs to be reviewed at the end of year 4 and year 7 of involvement in the scheme. It is in the best interest of the owner of the property to seek this independent valuation to support the setting of the rent at the commencement of the involvement in the scheme. This is to be undertaken shortly by a licensed valuer.

Financial Implications

The Shire of Williams would need to provide \$10,000+GST per eligible unit up front in a consolidated once off administration fee to enter the program. This is essentially equivalent to the first year of income from NRAS. These funds would be sourced from the Joint Venture Housing Reserve which has a current balance of \$85,071.

Voting Requirements

Simple Majority

Officers Recommendation

That Council endorses the expenditure of \$10,000+GST per eligible unit (to a maximum of five units) to enter the National Rental Affordability Scheme via Questus Residential Investment Fund as fund manager.



Council Resolution

Cavanagh/Paterson

That Council endorses the expenditure of \$10,000+GST per eligible unit (to a maximum of five units) to enter the National Rental Affordability Scheme via Questus Residential Investment Fund as fund manager.

**Carried 9/0
Resolution 60/15**

Heidi Cowcher

Economic Development Officer

10th September 2014

8.1.3 EDO REPORT ACCEPTANCE

Voting Requirements

Simple Majority

Officers Recommendation

That the EDO's report as presented be received.

Council Resolution

Logie/Earnshaw

That the EDO's report as presented be received.

**Carried 9/0
Resolution 61/15**

Ms Cowcher left the meeting at 1.30pm



Aged Homes	Drainage, seal and kerb	Pipes on site
New Hockey Oval	Install lights and reticulation and plant grass	Footings for Lights up. lights

8.2.4 MECHANICAL REPORT

Plant Description		Driver	Date Purchased	Hours/Kms June 2014	Works Completed this month
Ford FG G6E Sedan	Light Vehicles	Ryan Duff	July 2011	91,600 km	
Ford FG G6E Sedan		Cara Ryan	1 Jul 09	115,600 km	
Holden Rodeo Dual Cab Utility		Maintenance	5-Nov-04	211,086 km	
Isuzu D-Max		Tony Kett	9-Sep-14	150 km	
Kia 2 Tonne Truck		Jeff Cowan	9-Oct-07	106,323 km	
Holden Rodeo Crew Cab Utility		Andrew Wood	15-Nov-06	259,282 km	
Holden Rodeo Single Cab Utility		James Lenehan	20-Nov-06	93,046 km	
Mitsubishi Triton Single Cab Utility		Stewart Cowcher	22-Sep-99	218,660km	
Multipac Multi-Tyre Road Roller	Construction Equipment	Ray Scobie	21-Oct-04	5,389.7 hr	
Vibromax Roller			29-Sep-04	3,524hr	Serviced
Caterpillar 12M Grader		Andrew Wood	Dec 2011	2287.9 hr	
Volvo G930 Road Grader		Richard Hewitt	20-Oct-06	7,418 hr	New bearings for free roller and tyre
721E Case Loader		Roger Gillett	May 2012	3,760 hr	New compressor for aircon
Volvo EC210BLC Excavator		Phil Reed	18-Jul-07	5,245 hr	
John Deere 315SE4 Backhoe		Trevor Palframan	17-Sep-01	2000hr	
John Deere MFWD Tractor		Works	21-Oct-97	10,545 hr	
Toro Reelmaster SP mower	Works	Aug-09	607 hr		
Toro Z597 Ride on Mower	Parks & Gardens	Jeff Cowan	1-Oct-06	1,418hr	
Toro Z400 Kholer Ride on Mower		Jeff Cowan	8-Aug-05	525 hr	
Honda TRX Four Wheel M/Cycle		Jeff Cowan	20-Mar-00	1,284 hr	
Toyota DA115 Tip Truck (Water Truck)		James Lenehan	24-Aug-94	233,450 km	



MINUTES – ORDINARY MEETING OF COUNCIL HELD 17TH SEPTEMBER 2014

Isuzu FVZ1400 Tip Truck	Trucks & Trailers	Steven Stewart	31-Dec-03	257,680 km	
Mercedes Benz Actross Prime Mover		Phil Reed	21-Dec-05	249,205 km	
Isuzu Giga CXZ Tip Truck		Justin Murdock	10-Dec-08	158,830km	
Isuzu NPR 300 Truck		Ray Scobie	21-Jan-13	31,063km	
SFM Side Tipping Trailer		Works	21-Dec-05	107,475 km	Replaced rocker box bushes
Howard Porter Low Loader		Works	31-Aug-07	106,049 km	
Howard Porter Pig Trailer		Justin Murdock	10-Dec-08	106,456 km	
Kabota Generator		Tip			1,815 hr

8.2.5 STAFF

- Nil to report

8.2.6 TOWN AND FACILITIES REPORT

- Upper Great Southern Football Grand Final oval preparation

8.2.7 PRIVATE WORKS

- Nil to report

The order of meeting was adjourned to attend to 8.4.2 Grader Tender at 1.37pm, which finished at 2.04pm

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

Major/Logie

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

**Carried 9/0
Resolution 62/15**

Mr Kett left the meeting at 2.10pm



8.3 ENVIRONMENTAL HEALTH / BUILDING SURVEYOR'S REPORT

8.3.1 BUILDING PERMITS

File Reference 13.34.10
Statutory Reference N/A
Author & Date Steve Friend 10th September 2014

Comment

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

#344	M Italiano	Lot 1 Albany Highway Telecommunications Tower
#345	J Anderson	Lot 15 Piesse Street Patio

Financial Implication

Fees: Shire \$472.00; BSL \$220.50; BCF \$400.00

Voting Requirements

Simple Majority Required

Officers Recommendation

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

Council Resolution

Earnshaw/Major

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

Carried 9/0
Resolution 64/15

8.3.2 WATER REUSE MEETING – WATER CORPORATION

File Reference 19.1.14
Statutory Reference
Author & Date Steve Friend 11th September 2014

Background

The Shire of Williams has used recycled water for the town oval during the summer of 2013.

There were a couple of hiccups although mostly the scheme ran very well.

The CEO, Works Manager and Environmental Health Officer met with the Water Corporation in early September to go over the scheme last summer, implement some changes for the summer of 2014 and provide guidance for an application to extend the scheme to the proposed new hockey ground.



Comment

The meeting was invaluable as the Water Corporation people could show all the details of how the Shire used the recycled water last year, explain why the Water Corp is transferring effluent to the Railway dam and explain new measures that will be undertaken to ensure the Shire has effluent on demand, without exceeding 24 hours in the Shire tank.

The last point is important as any effluent stored for more than 24 hours has to be re-chlorinated and tested before irrigation, which is a time consuming process.

It is possible that as the Water Corp is using the Railway dam for overflow purposes, it might suggest to the Shire that they take over the vesting, and therefore take over the responsibility and liability of the dam. This is only a suggestion at this point in time and may be developed further, later on.

Officer's Recommendation

For Council information

8.3.3 DEVELOPMENT APPLICATION – LOTS 16, 17 AND 18 ALBANY HIGHWAY

File Reference	10.60.15
Statutory Reference	Shire of Williams Town Planning Scheme
Author & Date	Steve Friend 10 th September 2014
Attachments	Appendix 1 – DA Lot 16, 17 and 18 Albany Highway Concept Drawings Lots 16, 17, 18, 200 Albany Highway Letter – Re information on business plan Price's Erections.

Background

The prospective purchasers of Lots 16, 17 and 18 Albany Highway Williams have submitted a Development Application to be able to change the use of the properties (currently remaking seeding points) to steel fabrication and selling water tanks.

Comment

The properties mentioned (Lots 16, 17 and 18) Albany Highway are zoned Industrial in the Shire of Williams Town Planning Scheme.

The properties front Albany Highway and are virtually on the corner of Williams Road.

There is currently a large shed on the property that was originally used as a diesel motor repairer and more lately a "point" repair workshop.

The applicants want to be able to use the property for steel fabrication which will include the manufacture of sheds but also include silos, patios, super sheds etc.



The applicants will also be agents for steel water tanks, although these will be manufactured elsewhere and sold in kit form.

Although the use wanted (steel fabrication) would fall into the category “Industry Light” which is a permitted use in this zone, as the use will be changing, Council can decide whether the use is appropriate in this particular zone or property.

The applicants made an application to Council at the August 2014 meeting to initiate a rezoning of Lot 200, the block immediately behind lots 16, 17 and 18.

Council agreed that the current Zoning, (Rural) was possibly inappropriate and has agreed to initiate a rezoning to Industrial.

The applicants, at the August meeting, requested approval to be able to erect a 37m x 20m shed to be used for steel fabrication. Council gave support to this; however approval was dependent on several conditions, including rezoning of the land by the WA Planning Commission (WAPC).

This process can take up to 24 months.

Price’s Erections have now put in a Development Application to be able to use the existing shed on lots 16, 17 and 18 for the shed manufacturing and water tank sales, on the expectation that the rear property (Lot 200) will be rezoned and then apply to be able to build a larger shed and expand the business as per the item to the last meeting and the concept plans attached.

Council does not have to deal with the plans for Lot 200 as this application is for the change in use of the shed/properties lots 16, 17 and 18.

As described, the shed has had a few different uses over the years, the last being a point repair business.

It is expected the shed fabrication business will involve more vehicle movements and possibly noise than what occurs at present.

As Main Roads have never questioned the access points to these lots, it might be safe to say that they have no concerns. The application could be referred to them if Council believes the possible extra traffic generation warrants a referral.

As the blocks front Albany highway/Williams Road the traffic passing by the properties is already huge, so perhaps any extra traffic will have a minimal impact on the neighbours.

Lastly, the one issue that could cause some concern is the noise that might be generated by this business. Anything to do with steel does generate noise, and if Council considers this might have a negative impact on the neighbours, it could request a noise study be conducted to see what impact there will be on the neighbouring properties.



As an alternative, Council could set time limits on the hours of operation (say 7.30 – 6pm) which will be a reasonable working environment for neighbours.

There is no plan at this stage to alter the existing building although as the concept plans show, this will be upgraded if the rezoning of Lot 200 occurs into the future.

Officers Recommendation

That the applicants (Price's Erections) be granted approval to be able to use the existing shed over lots 16, 17 and 18 Albany Highway Williams for the manufacture and sale of steel products, including sheds and water tanks.

Council Resolution

Medlen/Cavanagh

That the applicants (Price's Erections) be granted approval to be able to use the existing shed over lots 16, 17 and 18 Albany Highway Williams for the manufacture and sale of steel products, including sheds and water tanks.

**Carried 9/0
Resolution 65/15**

8.3.4 EHO REPORT ACCEPTANCE

Voting Requirements

Simple Majority

Officers Recommendation

That the EHO's report as tabled be received.

Council Resolution

Carne/Medlen

That the EHO's report as tabled be received.

**Carried 9/0
Resolution 66/15**



8.4 CHIEF EXECUTIVE OFFICER'S REPORT

8.4.1 CHIEF EXECUTIVE OFFICER GENERAL REPORT

File Reference	4.1.20
Statutory Reference	N/A
Author & Date	Ryan Duff 11 th September 2014

Background

The Chief Executive Officer General Report provides Council with an update on the activities of the CEO and other matters that do not necessarily require a decision of Council.

Comment

The CEO General Report is provided to Council as a separate document.

Financial implications

Nil.

Voting Requirements

Simple Majority

Officer's Recommendation

That the Chief Executive Officer's General Report for September 2014 be received by Council.

Council Resolution

Johnstone/Paterson

That the Chief Executive Officer's General Report for September 2014 be received by Council.

Carried 9/0
Resolution 67/15



8.4.2 GRADER TENDER

File Reference	12.37.00
Statutory Reference	Local Government Act 1995 s3.57 and Division 2 of the Local Government (Functions & General) Regulations 1996 Local Government Act 1995 s6.20 – Power to Borrow
Author & Date	R.N. Duff 11 th September 2014
Attachment	Appendix 1 – Grader Specifications

Background

Council provided funds in the 2014/15 budget for the purchase of a new motor grader. The item had previously been identified in Council's long term plant replacement program. The new grader will replace the Volvo G930 purchased in 2006 which has done 7,418 hours as of the 30th June 2014.

Comment

The Works Manager has completed the specifications for the new Grader; these are attached at **APPENDIX 1**.

Council has two options to purchase the grader either by tender as required by section 3.57 of the Local Government 1995 or through the WALGA Heavy Equipment Preferred Supplier Agreement.

In accordance with the WALGA heavy Equipment Preferred Supplier agreement the following approved preferred suppliers have been approached and have been received:

- WesTrac Pty Ltd – CAT Grader
- Hitachi Construction Machinery (Australia) Pty Ltd – John Deere Grader
- Komatsu Australia Pty Ltd – Komatsu Grader
- CJD Equipment – Volvo Grader
- McIntosh & Son – Liugong Grader

Under the Local Government (Functions and General) Regulations, a tender exemption applies to WALGA's Preferred Supplier Contracts. WALGA Contracts are rigorously market tested using a compliant procurement process to ensure that the highest quality offerings are delivered at the best possible value.

Prior to purchasing a new grader in 2011 the Plant Committee watched a grader demonstration and as a consequence purchased a new Caterpillar 12m grader. The tender pricing received at this time was as below:



MINUTES – ORDINARY MEETING OF COUNCIL HELD 17TH SEPTEMBER 2014

<i>Tenderer</i>	<i>Make</i>	<i>Model</i>	<i>Cost (Ex GST)</i>	<i>Trade</i>	<i>Net After Trade</i>
<i>Budget</i>			\$ 340,000	\$100,000	\$ 240,000
<i>Komatsu</i>	<i>Komatsu</i>	<i>GD555_5</i>	\$ 318,400	\$106,000	\$ 212,400
<i>Westrac</i>	<i>CAT</i>	<i>12MQ</i>	\$ 320,000	\$115,000	\$ 205,000
<i>Hitachi</i>	<i>John Deere</i>	<i>670GP</i>	\$ 334,900	\$125,000	\$ 209,900
<i>CJD Equipment</i>	<i>Volvo</i>	<i>G940</i>	\$ 338,750	\$105,000	\$ 233,750

The 12MQ grader purchased in December 2011 has done 2,287 hours as of June 2014 and to date the machine has performed well and the operator is very happy with the machine and in particular the joystick controls.

Unless the Plant Committee considers it necessary, no demonstration or inspection should be required to make a decision on this tender. The grader specifications and product information are available upon request from the CEO otherwise the Works Supervisor can brief Council on each grader.

Financial Implications

The 2014/15 Budget allows for the purchase of a new grader with a trade-in allowance for the Volvo G930 Grader.

Purchase of a New Grader	\$350,000
Less Trade – CAT 12H	\$100,000
Net (ex GST)	\$250,000

The net amount is to be funded via a loan raised through the WA Treasury Corporation of \$240,000 and \$10,000 of general Council funds unless Council otherwise decided to borrow the full amount of the after trade price.



MINUTES – ORDINARY MEETING OF COUNCIL HELD 17TH SEPTEMBER 2014

The tenders received are as follow:

Tenderer	Make	Model	Cost (Ex GST)	Trade	Net After Trade
Budget			\$ 350,000	\$100,000	\$ 250,000
Komatsu	Komatsu	GD555_5	\$ 310,000	\$ 88,000	\$ 222,000
CJD Equipment	Volvo	G940	\$ 363,000	\$115,000	\$ 248,000
Westrac	CAT	12MQ	\$ 334,000	\$ 66,000	\$ 268,000
Hitachi	John Deere	670G	\$ 355,800	\$ 70,000	\$ 285,800
Hitachi	John Deere	670GP	\$ 357,000	\$ 70,000	\$ 287,000
McIntosh & Son	Liugong	CLG418III	\$ 197,000	\$ -	\$ 197,000
** No trade reduction \$10,000					

Voting Requirements

Simple Majority

Officers Recommendation

That the Shire of Williams considers all tenders and seeks advice from the Works Supervisor on the preferred tender.

Council Resolution

Paterson/Cavanagh

That Council except the tender from Westrac for the CAT 12MQ and the net amount of \$268,000 is funded with a loan from the WA Treasury Corporation.

**Carried 5/4
Resolution 63/15**

The order of the meeting resumed at 2.04pm commencing at 8.2.8 Work Supervisor Report Acceptance.



8.4.3 APPOINTMENT OF CHIEF BUSH FIRE CONTROL OFFICER AND DEPUTY

File Reference	5.10.1
Statutory Reference	Bush Fires Act 1954 – Section 38
Author & Date	Ryan Duff 10 th September 2014

Background

Council is required to appoint the Chief and Deputy Bush Fire Control Officers prior to the Annual General Meeting of the Williams Bush Fires Brigades which will be held in October 2014.

The current office holders are Brian Liddelow (Chief) and Ross Major (Deputy).

Statutory Reference

Section 38 of the Bush Fires Act 1954 - Local government may appoint bush fire control officer

- (1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall be subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.
- (2) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

Comment

Both Brian and Ross have indicated their willingness to continue on in the positions; therefore they should be given thanks for their dedication last year and re-appointed for the upcoming year.

Financial Implications

Nil.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council appoints Brian Liddelow as Chief Bushfire Control Officer and Ross Major as Deputy Chief Bush Fire Control Officer for the 2014/2015 financial year.

Council Resolution

Medlen/Paterson

That Council appoints Brian Liddelow as Chief Bushfire Control Officer and Ross Major as Deputy Chief Bush Fire Control Officer for the 2014/2015 financial year.

Carried 9/0
Resolution 68/15



8.4.4 4WDL VROC STRATEGIC PLAN REVIEW

File Reference	4.50.25
Statutory Reference	N/A
Author & Date	R.N. Duff 11 th September 2014
Attachment	Appendix 2 – 4WDL VROC Strategic Plan

Background

The 4WD VROC was established by the five member councils in September 2008.

The Shires of Dumbleyung, Wagin, West Arthur, Williams and Woodanilling have indicated their willingness to work together to provide services on a shared basis improve the delivery of services, achieve economies of scale, support each other and provide a greater range of services to their communities.

The Shire of Lake Grace has since joined the group to form the 4WDL VROC.

Meetings of the 4WDL Group are held generally on the 2nd Tuesday of each month. Meetings are held at each of the member Councils on a rotational basis.

The development of the Strategic Plan commenced in December 2009 and has been adopted by the group.

The Strategic Plan has been reviewed in February 2009, July 2012 and August 2014.

Comment

The latest review in August 2014 has been completed and the Strategic Plan is attached at **APPENDIX 2**. Joanne Burges from WALGA has been of great assistance through the development of the Strategic Plan and has again had input into the latest version of the plan.

This Strategic Plan review has given due consideration and includes input from the following key regional documents:

- 'draft' Wheatbelt Development Commission Regional Blueprint;
- RDA Wheatbelt Regional Plan;
- Wheatbelt Strategic Framework;
- 'draft' Wheatbelt regional Planning and Infrastructure Framework; and
- Strategic Community Plans from the Shires of:
 - Wagin;
 - West Arthur;
 - Williams;
 - Woodanilling;
 - Dumbleyung;
 - Lake Grace; and
 - Kent



It was agreed that the Wheatbelt Development Commission Blueprint 'Roadmap for Growth' provide guidance and be included in this Strategic Plan as a point of reference.

At the 4WDL meeting held 10th September 2014 the revised 4WDL VROC Strategic Plan was received and it was recommended that each member Council endorse the plan and that it be formally adopted by the VROC at the October 2014 meeting.

Financial Implications

Nil.

Voting Requirements

Simple Majority

Officer's Recommendation

That the Shire of Williams endorses the 4WDL VROC Strategic Plan August 2014.

Council Resolution

Earnshaw/Paterson

That the Shire of Williams endorses the 4WDL VROC Strategic Plan August 2014.

**Carried 9/0
Resolution 69/15**

8.4.5 MR N STEICKE – OBJECTION TO LEASE OF LOT 440 MARJIDIN WAY

File Reference	14.25.30
Statutory Reference	N/A
Author & Date	Ryan Duff 12 th September 2014
Attachment	Appendix 3 – Business Plan Financials

Background

Letter received from Mr N Steicke:

"It is with much trepidation that I write this letter to you.

Many of you are valued clients of our business and there is always the chance that offence may be taken from the contents to follow.

I have perused the Minutes – Ordinary Meeting of Council held 23rd July 2014, and have concern with some of the items mentioned in point 8.4.4.

It can be said that I have a vested interest in the outcome of the leasing of the premises at Lot 440 Marjidin Way. This of course is true, but this does not detract from the commercial reality that council have proposed.



Firstly I would like to state my objection to my shire rates being used to facilitate assisted housing of another business that is in direct competition with our own business, Williams Rural Supplies, and Elders in Williams.

If rate payer funds were used to encourage a business type that does not already exist in town then I would fully endorse such action, but this is not the case. In this instance commercial reality is not being allowed to run its natural course.

The encouragement of another Rural Supplier to Williams, long term, is not a positive move for Williams.

I personally undertook a business study of the Ag Market in the Williams Shire in late 2013. I concluded that the presence of another player in town is to nobody's benefit. Quite the opposite, there will need to be a dramatic rationalisation of the current position somewhere down the line.

My research indicates that current returns on commercial investments are between 8 – 13%.

The return of 4% as indicated in the minutes is unacceptable.

This means that shire, and therefore by default ourselves, are subsidising our competitors to the tune of around \$20,000 per year or app \$400 per week.

Is council in the position to also subsidise our business and others?

I thought the idea of encouragement to the industrial area was for NEW business to be attracted to Williams. All we currently see is the increase of an already competitive arena with no long term benefit.

I hope these remarks are taken on board."

Comment

The Shire of Williams has had the intention to develop an industrial area in Williams since 2009 when negotiations commenced on the purchase of the land on the corner of Albany Highway and Williams-Kondinin Road. This was completed in 2011 after some 2 years of negotiations. The area had been identified as one that was well suited to industrial development due to its proximity to Albany Highway, a major thoroughfare between Perth and the south-west.

In June 2010 the Shire of Williams wrote to some 95 agriculturally aligned businesses located in Perth and its surrounds seeking their expression of interest in relocating to Williams given the right circumstances. An advertisement was also placed in the Rural Press papers. Despite a few initial telephone calls, in the end the Council did not receive any formal interest from these businesses.

The Council has, on numerous occasions, considered how the land was to going to be developed until an agreement was reached with Landcorp to develop the first stage of the new industrial area which was completed in June 2013 and 6 new blocks were released.



In an attempt to attract a new business to Williams the Shire of Williams held discussions with a large cattle trailer manufacturer in late 2012 but unfortunately this business decided to move back to its eastern states base and it was at this point the Shire of Williams decided to build a rental unit first and then seek out a new business to tenant it.

The previous document *Shire of Williams Plan for the Future* identified that the Shire of Williams wanted to build an Industrial Type Shed to offer for lease. In late 2012, confirmation was received from the Department of Regional Development that the Royalties for Regions Country Local Government Fund 2012/13 was to be released and a Business Case was completed in support of this application. The Business Case identified Council's desire to build an industrial shed to rent to prospective businesses desirous of relocating to Williams.

The Shire of Williams' Forward Capital Works Plan identified the purpose of the industrial subdivision and subsequent development of rental units was to:

- Increase industrial land availability in Williams;
- Increase employment opportunities and therefore population;
- Increase economic growth opportunities for the Shire

In May 2013, the Financial Assistance Agreement for the release of the 2012/13 CLGF funding was signed, with funding totalling \$260,104 approved towards the construction of a rental unit in the new industrial subdivision.

The Shire of Williams Corporate Business Plan had identified that the development would occur in 2012/13.

Throughout 2013, various investigations into shed designs were made, with a subsequent proposal put to Council that tenders be called on the design and construction of a Light Industrial Shed as part of a staged unit development. Tenders were requested to design an overall lot development concept with at least the first unit to be constructed within the successful tender.

In January 2014, the tender for the construction of the new Industrial Shed was advertised closing on 14th February 2014. The successful tenderer P & F Kulker was accepted in February to construct the new industrial unit to the Shire's specifications for \$402,972 with a completion date of October 2014.

At the March 2014 Council meeting Council resolved the following:

Council Resolution

Carne/Paterson

That Shire of Williams call for expressions of interest from suitable businesses to lease Unit 1 on Lot 440 Marjidin Way with the lease to be for a 3 years with a 3 year option and at an annual lease starting at \$18,500.

**Carried 7/0
Resolution 173/14**



The Chief Executive Officer advertised for Expressions of Interest to lease the industrial unit in the Narrogin Observer (10th April 2014) and The Williams (7th & 22th April 2014).

At the close of the EOI period on the 28th April 2014 only one EOI was submitted. The Submission was received from PrimeAG Services of Williams.

In July 2014 in the process of negotiating the conditions of lease, PrimeAg requested some modifications to the building construction to suit their purposes. This caused a tender variation of \$56,000 taking the total project cost to \$513,610 excluding earthworks that had been completed by the Shire. It was during these negotiations that the Shire of Williams reviewed the rental on the property to ensure that competitive commercial rent was to be applied to ensure a return on investment of at least the interest rate on the loan. The current rental has been set at 4% ROI of the **total cost of the development**.

The complaint to Council that has been received as detailed above, is that the Shire is subsidising a new competing business using ratepayers funds. Whilst this may be true to an extent, it is important to note that the total cost of the project includes funding received from the Country Local Government Fund grant totalling \$260,104. The only out of pocket expense to the Shire of Williams is the purchase of the land, with the balance of the construction costs to be covered by loan funds. It has always been the intention of Council to ensure that the rental set on the units would, at the very least, cover the repayments on the loan funds. It is the rent that will pay the loan not ratepayer sourced funds. Therefore, ratepayers are not subsidising the rent on this property as has been intimated by the complainant, Mr N Steicke.

Council cannot make a determination on prospective tenants based on whether there are competitors in the town, as this is not Council's role. It is up to prospective businesses to make that determination themselves by conducting market analysis as part of their due diligence process. If Council was to refuse a tenancy application on the basis of competition, they themselves could be held accountable for this decision.

It may be assumed that the Shire is forgoing additional income by not charging a "commercial rent" but in Williams comparable commercial rents are hard to find and it would be unlikely that the comparable tenants would have divulged this information to Council. The data that the Shire does have to hand is the Valuer General's Office Gross Rental Valuations. It could be said this is not a commercial return and if the figures quoted in the above letter are correct then the GRV's are extremely low. Comparable properties on Albany Highway have a GRV between \$10,000 and \$16,000 per annum

Business Incentive Policy

The Shire of Williams has adopted Business Incentive Policy in December 2013.

Financial implications

The financial implications are disclosed in **APPENDIX 3** which shows the land purchase, construction costs and net return.



Voting Requirements

Simple Majority

Officer's Recommendation

That Council make a written response to Mr N Steicke regarding their decision to lease Lot 440 Marjidin Way.

Council Resolution

Johnstone/Medlen

That the Chief Executive Officer makes a written response on behalf of Council to Mr N Steicke and I & K White regarding Council's decision to lease Lot 440 Marjidin Way.

**Carried 9/0
Resolution 70/15**



The President welcomed Ray Sherry to the meeting at 2.48pm to talk about the Black Dog ride that he recently participated in. This motorcycle ride involved over 50 riders who completed a full circle around Australia in 32 days to raise awareness of depression and suicide prevention. Mr Sherry shared other peoples personal stories of depression and spoke about the alarming statistics of suicide in all age groups. Mr Sherry's presentation concluded at 3.19pm.

Afternoon Tea

The President invited Mr Sherry to join Council for afternoon tea and adjourned the meeting at 3.19pm and resumed the meeting at 3.47pm.

8.4.6 COMMUNITY BUS

File Reference	8.40.25
Statutory Reference	N/A
Author & Date	Ryan Duff 12 th September 2014

Background

Letter received from Lesley Hampton:

"I am writing on behalf of all seniors in Williams and future seniors who one day will be unable to drive themselves and if they don't have family members who can help will have no way of getting to Narrogin to do their shopping.

At the moment HACC has a small bus that goes to Narrogin once a fortnight but because there are more and more seniors wanting to use this bus the bus is too small especially if one has a lot of shopping bags to bring home. There is not enough room for people and bags.

The seniors who use the HACC bus have been asking for quite some time why we can't have a bigger bus but can't seem to get a reasonable answer or it's to say there's not enough money for one.

We have been having discussions as to how we can solve this problem and decided it was time to ask the Shire Council for help.

As I have already stated it's not just for the seniors of today but for the future seniors who will be in the same position as we are.

In the past seniors also enjoyed outings from time to time but this hardly ever happens these days and we wonder why when other towns have outings quite often for their seniors.

We realize that having a Community Bus means having to find someone to drive the bus, keeping up the maintenance and insurance on the bus, but hope that this won't be too much of a problem to overcome.



We put ourselves entirely in your hands and hope you may be able to solve our problem”.

Comment

The notion of a Community Bus is not entirely new to Council. There has been discussion with the Community and two documents:

- *4WDL Aged Friendly Communities Report*
- *Williams 2022 Community Strategic Plan*

Both have indicated that the Community would like such a service. There would be associated costs both to Council in purchasing and running a service, and to the users of the service. A search of other Shires’ websites shows the type of charges for a Community Bus; below are the charges at the Shire of Mt Barker:

The Shire's Home and Community Care (HACC) service also has a bus for hire. HACC Community Bus Fees and Charges effective 14 February 2011.

Fee	Details	23 Seater Bus	11 Seater Bus
Bond		\$350	\$350
Refuelling	If not returned with a full tank, there will be a charge for the cost of refuelling plus a refuelling fee.	\$27.30	\$27.30
Cleaning	If cleaning is required - at the discretion of the HACC manager, a cleaning fee will be charged.	\$49.35 minimum	\$49.35 minimum
Core Group	Hire Fees		
	Booking fee - per day	\$44.10	\$22.05
	Kilometre charge	\$0.27/km	\$0.14/km
Non Core Group	Hire Fees		
	Booking fee - per day	\$107.10	\$50.00
	Kilometre charge	\$0.55/km	\$0.28/km
Contract	(Bus hire including a HACC driver)	\$45/hr + GST	\$45/hr + GST



If this is something that Council would consider, further information can be sought and a cost model developed for consideration. A user-pays system would have to be implemented unless significant external funding is obtained.

Financial implications

A search of recent Council tenders would indicate for the Shire of Williams to purchase a new Community Bus would cost between \$170,000 to \$190,000 inclusive of GST.

Voting Requirements

Simple Majority

Officer's Recommendation

That the Shire of Williams considers purchasing a Community Bus into the future but only after other options are explored, further community consultation is undertaken with stakeholders and an allowance is able to be made in Councils Corporate Business Plan.

Council Resolution

Major/Carne

That Council have previously considered purchasing a Community Bus and found it was not economically viable. However, Council would consider other ways to support the Seniors transport if other options can be presented by the community.

**Carried 9/0
Resolution 71/15**



8.4.7 WILLIAMS BOWLING CLUB – REQUEST FOR ASSISTANCE

File Reference 11.70.30
Statutory Reference N/A
Author & Date Ryan Duff 12th September 2014

Background

Letter received from the Williams Bowling Club

I am writing to you to seek some form of assistance from the Shire towards the Inter League Fours event which Williams will be hosting from 11th to 13th February 2015.

This event will be catering for 6 leagues from our Zone which will amount to about 120 ladies needing accommodation, food etc. for the three day event.

Would the Shire be willing to assist us by allowing us to hire tables, cutlery and crockery and other items that may be of assistance to us at either no cost or reduced costs to help with our expenses.

We look forward to a favourable response from Council.

Comment

The Shire of Williams has provided considerable subsidies to the Williams Bowling Club through the provision of a Greenkeeper, reduced water charges and more recently the upgrade of the Bowling Club car park as part of the Recreation Upgrade Project. However Council does support all Community and Sporting groups in many ways.

Requests of this nature have been made in the past and where Council agrees to such a request it is normal to charge the Organisation the full cost of the service and then provide a donation to the Organisation for an amount determined by Council.

Financial Implications

Council's fees and charges for the items request are listed below. It is not known how many of these items are requires by the Bowling Club for the event.

Other Hire		
Chairs	each per day	\$ 3.75
Trestles (wooden ones only)	each per day	\$ 11.00
Crockery*	per item	\$ 0.50
Cutlery*	per item	\$ 0.25
(*minimum combined charge \$20)		
Urn		\$ 14.00

Voting Requirements

Simple Majority



Officers Recommendation

That Council consider the Bowling Club's request for reduced costs when hiring items for their bowling event in February 2015.

Council Resolution

Medlen/Cavanagh

That Council will charge the Bowling Club full charge for hiring items, but will make a donation to that value towards the bowling event in February 2015.

**Carried 9/0
Resolution 72/15**

8.4.8 WA GRANT COMMISSION – 2014/15 FINAL FINANCIAL ASSISTANCE GRANTS (FAGs)

File Reference	3.3.1
Statutory Reference	N/A
Author & Date	Ryan Duff 12 th September 2014
Attachment	Appendix 4 – Grants Commission Letter

Background

On the 12th August 2014 the WA Grants Commission was advised by the Commonwealth that the 2014/15 FAGs had been released. The full letter of advice is attached at **APPENDIX 4**.

The Commission has also advised it is reviewing several components of the methodology prior to the 2015/16 grant determinations. In particular the Commission is seeking submissions from local governments on the issue of non-resident populations with surveys to be completed by those local governments that are affected.

Comment

The Shire of Williams should submit the survey entitled Tourism and Regional Responsibility Survey.

The Albany Highway passing through Williams is a major arterial route connecting the south of the state with the metropolitan area. As such the number of vehicles travelling through Williams is significant and many stop in Williams utilising our facilities at a cost borne by the ratepayers of Williams. Our Businesses may derive income from the highway traffic but many visitors stop at Shire parks and facilities to which the Shire receives no income. These facilities cost a considerable amount to upkeep and it is this cost which should be reported to the WA Grants Commission.

The survey and any submissions must be received by the WA Grants Commission by the 21st October 2014 and the administration staff will start preparing the information for presentation to the October 2014 meeting of Council.



Financial Implications

In 2014/15 Council's final Financial Assistance Grant will be \$116,071 which is a 21.25% increase on 2013/14 but this is still well below our assessed grant which is around \$160,000 under the balanced budget calculations.

The Shire of Williams also will receive an untied road grant of \$296,330 in 2014/15.

Voting Requirements

Simple Majority

Officers Recommendation

That Council Staff prepare a report to Council on the impact of the travelling public to the ratepayers of Williams and submit this information to the WA Grants Commission.

Council Resolution

Carne/Paterson

That Council Staff prepare a report to Council on the impact of the travelling public to the ratepayers of Williams and submit this information to the WA Grants Commission.

**Carried 9/0
Resolution 73/15**



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	10 th September 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 104223-104235, EFT Transfers and Direct Debits totalling \$285,264.36, CLGF Regional Funding EFT transfers totalling \$229,230.40 approved by the Chief Executive Officer be endorsed and that Municipal Fund cheques 104236-104241 totalling \$924.43 and Municipal Fund EFT Transfers totalling \$186,029.85 be approved for payment.



Council Resolution

Johnstone/Major

That Municipal Fund cheques 104223-104235, EFT Transfers and Direct Debits totalling \$285,264.36, CLGF Regional Funding EFT transfers totalling \$229,230.40 approved by the Chief Executive Officer be endorsed and that Municipal Fund cheques 104236-104241 totalling \$924.43 and Municipal Fund EFT Transfers totalling \$186,029.85 be approved for payment.

**Carried 9/0
Resolution 74/15**



8.5.2 FINANCIAL STATEMENTS

File Reference	4.23.15	
Statutory Reference	N/A	
Author & Date	Cara Ryan	10 th September 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 period ending 31st August 2014 be received.

Officers Recommendation

That the financial statements presented for the period ending 31st August 2014 be received.

Council Resolution

Earnshaw/Cavanagh

That the financial statements presented for the period ending 31st August 2014 be received.

Carried 9/0
Resolution 75/15



8.6 COUNCILLORS' REPORTS

Cr Cavanagh discussed the CLC Meeting he attended in August.

Cr Medlen and Cr Johnstone attended the Peel Harvey Catchment Council presentation on the 5th September 2014 held in Williams.

Cr Carne attended a Policy development course in Brookton.

Cr Carne discussed the Art acquisition committee meeting held at the beginning of the month.

Cr Cowcher discussed the recent WALGA Central Country Zone Meeting held in Wandering.

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

The President declared the meeting closed at 4.55pm.