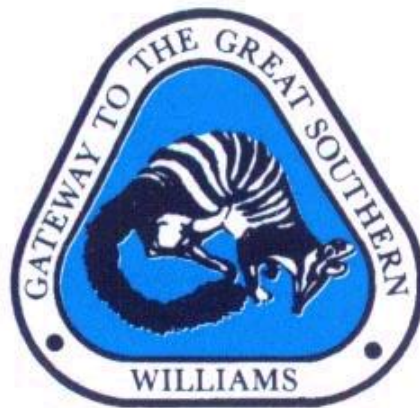


SHIRE OF WILLIAMS

***MINUTES ORDINARY MEETING HELD ON
WEDNESDAY 15TH JUNE 2016***



COUNCIL DIARY

WEDNESDAY 15TH JUNE 2016

10.30am

Pre-Budget Meeting

WEDNESDAY 15TH JUNE 2016

1.00pm

Ordinary Meeting

MONDAY 20TH JUNE 2016

10.00am

Launch of HWEDA Strategic Plan
Williams RSL Hall

WEDNESDAY 20TH JULY 2016

1.00pm

Ordinary Meeting



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Separate Documents

1. Minutes – Council
2. Appendices – CEO General Report
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 15th of June 2016, preceded by the pre-budget meeting at 10.30am.

Yours faithfully

Geoff McKeown
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 at 2.10pm.

2.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

(PREVIOUSLY APPROVED)

Cr John Cowcher President

Cr Greg Cavanagh Deputy President

Cr David Earnshaw

Cr Richard Johnstone

Cr Gilbert Medlen

Cr Natalie Major

Cr Jarrad Logie

Cr Peter Paterson

Cr Moya Carne

Geoff McKeown Chief Executive Officer

Cara Ryan Manager of Finance

Heidi Cowcher Economic Development Officer (2.12pm to 2.45pm)

Tony Kett Works Supervisor (2.47pm to 3.08pm)

Steve Friend Environ. Health Officer/Building Surveyor (3.09pm to 3.14pm)

3.0 PUBLIC QUESTION TIME

4.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

5.0 DECLARATIONS OF INTEREST

DECLARATION OF INTEREST	
Name / Position	Moya Carne/Councillor
Item No. / Subject	8.4.4/Williams Bowling Club – Synthetic Green Upgrade
Type of Interest	Impartiality



6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 18TH MAY 2016

Officer's Recommendation

That the Minutes of the Ordinary Meeting held on 18th May 2016, as previously circulated, be confirmed as a true and accurate record.

Council Resolution

Johnstone/Earnshaw

That the Minutes of the Ordinary Meeting held on 18th May 2016, as previously circulated, be confirmed as a true and accurate record.

**Carried 9/0
Resolution 262/16**

7.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.0 REPORTS



8.1 ECONOMIC DEVELOPMENT OFFICER'S REPORT

The Economic Development Officer, Heidi Cowcher, entered the meeting at 2.12pm to discuss her report.

8.1.1 4WDL WELL AGED HOUSING PROJECT

File Reference	EDO Files
Statutory Reference	N/A
Author & Date	Heidi Cowcher 7 th June 2016

Background

The Shire of Williams, as lead agency on behalf of the 4WDL Regional Group, has secured funding to construct a total of at least 45 units across seven local governments from various sources. To date five separate funding streams have financed the construction, two of which are now complete (2010/11 CLGFR and 2011/12 CLGFR funding – both have had final reports submitted and accepted by the Department). RCSF and 2012/13 CLGFR are complete with the final reports in process of submission and the final funding stream (SII) only just commencing and due for completion 2018.

Comment

The RCSF funding was all expended by **30th September 2015**, with the final report and acquittal originally due to be submitted by 31st December 2015. An extension has now been granted on this, with the Final Report and Acquittal due **30th June 2016**. The Final Report has been completed, and signed off by the auditors and has been submitted to the Department.

The 2012/13 CLGFR funding (\$1,972,409 to construct 7 units) is due for completion **31st March 2016**. An extension was applied for and secured from the Department for a later completion date (due to the Shire of Lake Grace and the units at Newdegate), with the Final Report and Acquittal due **31st July 2016**. The Final Report has been completed, and signed off by the auditors and has been submitted to the Department.

SII Funding (due for completion December 2018)

Funding totalling \$5,023,648 has been secured to construct an additional 14 units across 6 shires. In each Shire the project is progressing reasonably well.

Summary of claims processed to date:

Shire	Total Funded	Total claimed to 16.05.16
West Arthur	\$717,664 (+ interest)	\$7,300.00
Williams	\$717,664 (+ interest)	\$36,119.48
Wagin	\$1,076,496 (+ interest)	\$16,167.00
Dumbleyung	\$717,664 (+ interest)	\$0
Lake Grace	\$1,076,496 (+ interest)	\$27,428.50
Woodanilling	\$717,664 (+ interest)	\$106,349.64
TOTAL	\$5,023,648	\$193,364.62



Financial Implications

Project Management and Audit expenses attributed to this project are funded from the interest earned on the investment of the funding. The Shire of Williams does not incur any additional expenditure on this project that is not funded from the project interest.

Voting Requirements

Simple Majority

Officer's Recommendation

The report on progress of the 4WDL Well Aged Housing Project is received.

Council Resolution

Major/Earnshaw

The report on progress of the 4WDL Well Aged Housing Project is received.

**Carried 9/0
Resolution 263/16**



8.1.2 GENERAL PROJECTS UPDATE

File Reference	EDO Files	
Statutory Reference	N/A	
Author & Date	Heidi Cowcher	7 th June 2016

Background

The EDO manages a variety of projects that are either currently being implemented, in the final stages of delivery/reporting or awaiting outcome advice on potential funding.

Comment

Williams Aged Units – Lots 67 & 68 New Street

Site works have been completed by the Shire. The retaining wall for the west boundary of Lot 68 is now complete. The compaction test was completed with excellent results. The site was officially handed to the builder on Monday 25th May. The concrete pads have been completed on both sites.

Creating Age Friendly Communities project

The Shire secured \$56,054 for the following projects: Brooking Street shared use path, Jam Tree Lane POS and New Street shared use path.

The entire project was completed by 31st March 2016, with final report and acquittal due **30 June 2016**. The Final Report & Acquittal has been completed and signed off by the Auditors and submitted to the Wheatbelt Development Commission.

HWEDA Strategic Plan Review & Economic Implementation Plan

WDC and PDC jointly funded the review of the HWEDA Strategic Plan and the development of an Economic Implementation Plan. The plans are to be launched in Williams on Monday 20th June with invitees including the 3 shires, two Development Commissions, Terry Waldron, Darren West and Martin Aldridge.

DSR Community Pool Revitalisation Program

Shire was allocated \$32,000 for expenditure on the installation of a solar power system, and general maintenance at the Williams Swimming Pool. Funding was received 18th March 2016. Funding is to be all spent and acquitted by 1st June 2016. The solar panels were installed on the 24th & 25th May 2016. The acquittal was due 1st June, however DSR is having problems with their online acquittal system, so this is currently pending the resolution of this.

Financial Implications

Project based, budgeted for as appropriate.

Voting Requirements

Simple Majority



Officer's Recommendation

That the General Projects update is received.

Council Resolution

Major/Cavanagh

That the General Projects update is received.

**Carried 9/0
Resolution 264/16**



8.1.3 SPORT AND RECREATION MASTER PLAN - UPDATE

File Reference	EDO Files	
Statutory Reference	N/A	
Author & Date	Heidi Cowcher	7 th June 2016

Background

The Shire of Williams engaged ABV Leisure Consultancy (Darren Monument) to complete a Sport and Recreation Master Plan in 2010. The Plan was designed to enable the supporting of any future funding submissions that may be made for any projects at the Sport and Recreation facility. The Plan was endorsed by Council in September 2011.

Since the Plan has been endorsed, many of the identified short term goals have been achieved. Funding has been secured for a number of the identified projects, some DSR CSRFF and some funded from alternative sources.

The Short Term Goals identified the following:

- Refurbish the Bowling Club Pavilion – *not yet complete*
- Internal link road to Pavilion – *not required – new entrance created off Millbrook Place*
- Refurbish 3 x tennis courts and install lighting (2 courts to be multi-use netball and basketball) – *completed with DSR CSRFF funding in 2013/14*
- Refurbish multi-use shelter/storage building (tennis club) – *completed with CLGF funding in 2013/14*
- New multi-purpose rectangular field including training lighting – *completed with various funding and club cash/in-kind in 2013/14*
- Formalised parking area - *completed*
- Bitumen ram shed floor to make suitable for basketball/netball – *completed with various funding and club cash in 2013/14*
- Reticulation and fencing upgrade for waste water irrigation requirements – *completed with DSR CSRFF funding in 2012*

As Council would be aware, DSR have also provided feedback on the Williams Bowling Club recent application for funding which has included reference to the Williams Sport and Recreation Plan including components that are not supported by the Shire and the Sporting Clubs, yet the plan was endorsed at the time. Together with the successes of the implementation of most of the other identified short term goals, it is pertinent and timely to consider a review and updating of the Plan.

Comment

Following the April Council meeting, contact was made with DSR to provide guidance on an appropriate set of well-defined scope of works that could be used to seek quotes from appropriately qualified consultants who could assist in the review of the Plan and provide an updated version.



The following points were provided by DSR (Jen Collins) for the proposed review of the Plan:

- Review of the established need for facilities in town/at this site
 - o Current and future usage
 - o Linkage with any other strategic documents the LG may have
- Review of the existing condition of existing facilities
 - o Appropriateness to meet need
 - o Quality/condition – timeframe for upgrades or replacement
- Options analysis
 - o Aim - To meet future need
 - o Needs to look at options for each facility (e.g bowling – staying where is or moving)
 - o Rough cost of a couple of preferred options
 - o Recommendation of preferred option including justification
- Revised Masterplan
 - o Drawing
 - o Comments on any management issues
 - o Delivery timeframe and staging

Contact has been made with three consultants seeking indicative cost estimates for this work. Quotes received range from \$20,000 to \$35,000 + GST. Should Council decide to include this as a project in the forthcoming budget, a formal request for quote (RFQ) process would be undertaken with formal price submissions from the consultants.

It is anticipated that from appointment, the process would be likely to take around 4 months. An understanding of this timeline is important as it means that the reviewed plan would not be completed in time for a re-submission of the Bowling Club project for the next round of CSRFF funding which closes on 16th September 2016.

Financial Implications

Council will need to consider whether the review and update of the Plan is a priority, and then include it in its budget deliberations for 2016/17.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council consider the inclusion of the upgrade of the Williams Sport and Recreation Master Plan in its 2016/17 budget deliberations.



Council Resolution

Major/Logie

That Council not include the upgrade of the Williams Sport and Recreation Master Plan in its 2016/2017 Budget deliberations.

**Carried 8/1
Resolution 265/16**

The resolution differed from the recommendation as Council did not wish to include the upgrade of the Williams Sport and Recreation Master Plan in its 2016/2017 Budget deliberations.



8.1.4 COMMUNITY POOL REVITALISATION SCHEME 2016/17 & 2017/18

File Reference	EDO Files
Statutory Reference	N/A
Author & Date	Heidi Cowcher 7 th June 2016

Background

In 2014, the Department of Sport and Recreation launched a new funding program granted up to \$30,000 (increased incrementally each year after the first year) to regional swimming pools to assist regional local governments with the cost of maintaining and upgrading aquatic centres. Williams was successfully granted \$30,000 in 2014/15 for general pool maintenance costs; and again in 2015/16 for the installation of solar power and general pool maintenance costs.

Comment

Council will once again be eligible to apply for funding in 2016/17, with applications expected to open in the next couple of months.

Discussion has been held with Mat Mildwaters from Contract Aquatic as to possible options for capital upgrades and improvements at the Williams Swimming Pools. Two options have been suggested – the installation of a water heating system and the replacement of the current pool blankets with a thermal blanket system together with new rollers and a blanket ‘buddy’ (electric driven blanket roller).

As Council already has blankets on the pool, Mat has suggested that Council may wish to consider the installation of a water heating system utilising the newly installed solar panels for the next year of the funding, followed by the purchase and installation of thermal blankets. Both will provide significant benefits to the users of the pool.

Financial Implications

Funding of up to \$32,000 is available. Advice has been received that the cost of the purchase and installation of the heat pump will be below this funding cap. Therefore, the cost will potentially be cost neutral to council. The ongoing costs are currently being reviewed, however with the installation of solar power at the pool, any costs associated with running a heat pump could be offset by the solar power generated during daylight hours (when the pool would be required to be heated as this is when it is used).

Voting Requirements

Simple Majority

Officer’s Recommendation

That Council supports an application for the 2016/17 Community Pool Revitalisation Scheme funding for the installation of a heat pump at the Williams Swimming Pool, subject to acceptable quotes being received.



Council Resolution

Carne/Major

That Council supports an application for the 2016/17 Community Pool Revitalisation Scheme funding for the installation of a heat pump at the Williams Swimming Pool, subject to acceptable quotes being received.

**Carried 9/0
Resolution 266/16**

Ms Cowcher left the meeting at 2.45pm.



8.2 WORKS SUPERVISOR'S REPORT

Works Supervisor Tony Kett attended the meeting at 2.47pm to discuss his report.

File Reference	12.15.36	
Statutory Reference	N/A	
Author & Date	Tony Kett	9 th June 2016

8.2.1 MAINTENANCE GRADING ACTIVITY

Road Name	Length Graded (kms)
Hamon Rd	1.0
Rintoul Rd	1.6
Folland Rd	2.9
Martin Rd	1.8
Playle Rd	3.7
Culbin-Boraning Rd	17.7
Waldock Rd	1.8
English Rd	6.5
Total Length for the Month	37.5 kms

8.2.2 ROAD MAINTENANCE WORKS

- Patching on York-Williams Rd
- Tree mulching on two corners of Clayton Rd
- Contractors working on flood damage on Marling and Coulter Rds

8.2.3 2015/16 ROAD CONSTRUCTION PROGRAM

Road Construction Program 2015-16								
Road No	Road Name (Road Length)	Description of Work	Start SLK	End SLK	Total	Start Date	Finish Date	Comments
128	Williams Darkan Rd	Repair failed sections				Jul-15	Jul-15	Completed
8	Tarwonga Dardadine (21.50km)	Clear, widen & gravel sheet to 9m	5.00	12.50	7.50	Jul-15	Aug-15	Gravel sheeting complete.
31	Extracts Rd (12.25km)	Tree trimming and repair failed section	Various slks			Aug-15	Sep-15	Completed.
10	Pingelly Rd (8.01km)	Seal to 7m	0.00	0.50	0.50	Sep-15	Nov-15	Completed



MINUTES – ORDINARY MEETING OF COUNCIL HELD 15TH JUNE 2016

1	York-Williams Rd (19.50km)	Seal previous sections	12.20	19.50	7.30	Sep-15	Nov-15	Completed.
67	Brooking Street	Footpath	0	0.27	0.27	Oct-15	Nov-15	Completed.
	New street	Footpath	0	0.32	0.32	Oct-30	Dec-18	Completed.
68	Growse St	Footpath	0	0.32	0.32	Oct-15	Nov-15	Completed.
	Road to be decided. Carne road.	Reseal	0.00	6.00	6.00	Nov-15	Nov-15	Completed.
11	Marradong Rd (11.45km)	Repair drainage and reconstruct failed sections	Various slks		1.00	Nov-15	Nov-15	Completed
75	Cornwall Tce	Re-align intersection	0.50	5.31	4.81	Dec-15	Dec-15	Completed.
25	Cowcher Rd	Repair culvert running surface				Jan-16	Jan-16	Completed.
15	Glenfield (13.63km)	7m seal	0.50	5.31	4.81	Jan-16	Mar-16	Completed.
12	Zilko Rd (19.31km)	Widen & gravel sheet to 9m	13.00	14.50	1.50	Mar-16	Apr-16	
12	Zilko Rd (19.31km)	Tree trimming	Various slks			Mar-16	Apr-16	Started tree mulching ready for gravel sheeting.
2	Darkan Quindanning (30.3)	Tree trimming - south end 14.7km	Various slks			Apr-15	May-15	

8.2.4 MECHANICAL REPORT

Plant Description		Driver	Date Purchased	Hours/Kms January 2016	Works Completed this month
Mazda CX5	Light Vehicles	Cara Ryan	23 Sep 15	13,600 km	
Toyota Kluger 16 WL		Geoff McKeown	10 Sep 14	41,400 km	
Holden Rodeo Dual Cab Utility WL5499		Maintenance	5-Nov-04	230,289 km	
Isuzu D-Max WL 19		Tony Kett	9 –Sep 14	46,000 km	
Kia 2 Tonne Truck WL 5414		Jeff Cowan	9-Oct-07	128,651 km	
Holden Colorado Crew Cab Ute WL 742		Andrew Wood	5-Oct 15	180,085 km	
Holden Rodeo Crew Cab Utility WL842		Outside staff	15-Nov-06	294,480 km	
Holden Rodeo Single Cab Utility WL 826		James Lenehan	20-Nov-06	108,936 km	

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Mitsubishi Triton Single Cab Utility WL 430		Stewart Cowcher	22-Sep-99	225,504 km	
Skid Steer Track Loader	Construction Equipment	Outside works crew.	Sep 2015	136 hr	
Multipac Multi-Tyre Road Roller WL49		Ray Scobie	21-Oct-04	6,017 hr	
Vibromax Roller WL 126			29-Sep-04	4,017 hr	
Caterpillar 12M Grader WL61		Richard Hewitt	Dec 2011	3,841 hr	
Caterpillar 12m Grader WL361		Andrew Wood	20-Oct-06	1,140 hr	Serviced
721E Case Loader WL 5639		Roger Gillett	May 2012	4,967 hr	Replaced two hydraulic hoses
Volvo EC210BLC Excavator WL 499		Phil Reed	18-Jul-07	6,096 hr	
John Deere 315SE4 Backhoe WL 745		Trevor Palframan	17-Sep-01	2,543 hr	
John Deere MFWD Tractor WL 767		Works	21-Oct-97	9,590 hr	
Toro Reelmaster SP mower WL5502		Works	Aug-09	874 hr	
Kubota Generator		Parks & Gardens	Refuse Site		2,900 hr
Toro Z597 Ride on Mower WL 731	Jeff Cowan		1-Oct-06	1,699 hr	
Toro Z400 Kholer Ride on Mower WL5302	Jeff Cowan		8-Aug-05	567 hr	
Honda TRX Four Wheel M/Cycle WL 429	Jeff Cowan		20-Mar-00	1,346 hr	
Toyota DA115 Tip Truck (Water Truck) WL 595	James Lenehan		24-Aug-94	234,129 km	
Isuzu FVZ1400 Tip Truck WL 093	Trucks & Trailers		31-Dec-03	285,359 km	
Mercedes Benz Actross Prime Mover WL91		Phil Reed	21-Dec-05	285,000 km	Serviced
Isuzu Giga CXZ Tip Truck WL 128		Justin Murdock	10-Dec-08	191,000 km	New gear box in
Isuzu NPR 300 Truck WL 016		Ray Scobie	21-Jan-13	58,609 km	
SFM Side Tipping Trailer WL 3730		Works	21-Dec-05	125,400 km	
Howard Porter Low Loader WL ITIF 238		Works	31-Aug-07	123,500km	
Howard Porter Pig Trailer WL3792		Justin Murdock	10-Dec-08	132,300 km	
Nissan Patrol Fire Ute 1CXV788		BFB Fast attack	23- Feb 2016	167,500 km	



8.2.5 STAFF

- Nil to report

8.2.6 TOWN AND FACILITIES REPORT

- Work started on transfer station
- Carting away rubbish from Quindanning Hall

8.2.7 PRIVATE WORKS

- Nil to report

8.2.8 WORKS SUPERVISOR REPORT ACCEPTANCE

Voting Requirements

Simple Majority

Officer's Recommendation

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

Council Resolution

Cavanagh/Johnstone

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

**Carried 9/0
Resolution 267/16**

Mr Kett left the meeting at 3.08pm.



8.3 ENVIRONMENTAL HEALTH / BUILDING SURVEYOR'S REPORT

Environmental Health Officer/Building Surveyor Steve Friend attended the meeting at 3.09pm to discuss his report.

8.3.1 BUILDING PERMITS

File Reference 13.34.10
Statutory Reference N/A
Author & Date Steve Friend 10th June 2016

Comment

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

#378	Shire of Williams	Lot 67 New Street	New Dwelling
#379	Shire of Williams	Lot 68 New Street	New Dwelling
#380	M Gillett	Lot 27 Albany Highway	Dwelling Extension

Financial Implication

Fees: Shire \$1,294.28; BSL \$987.74; BCF \$1262.40

Voting Requirements

Simple Majority

Officer's Recommendation

That the building report by the EHO/BS as listed above be endorsed by Council.

Council Resolution

Earnshaw/Medlen

That the building report by the EHO/BS as listed above be endorsed by Council.

Carried 9/0
Resolution 268/16



8.3.2 FOOD PREMISES INSPECTION

File Reference 7.40.41
Statutory Reference N/A
Author & Date Steve Friend 10th June 2016

Comment

Plum Tree and Ivy – Cleanly maintained

Williams Woolshed – Well maintained.

Voting Requirements

Simple Majority

Officer's Recommendation

That the Food Premises Inspection report be endorsed by Council.

Council Resolution

Paterson/Johnstone

That the Food Premises Inspection report be endorsed by Council.

Carried 9/0
Resolution 269/16



8.3.3 DEVELOPMENT APPLICATION

File Reference	10.60.15
Statutory Reference	Shire of Williams Town Planning Scheme
Author and Date	Steve Friend 10 th June 2016
Attachments	Appendix 1 – Existing Tarwonga Exchange Infrastructure, Photo Appendix 2 – Existing Infrastructure and nearby Homesteads, Maps Appendix 3 – Development Application Planning Assessment Report

Background

Application

An application has been lodged for a new telecommunications facility on Lot 1 Tarwonga-Dardadine Road, Williams.

This report recommends that the application be advertised for public comment.

Comment

Description of Application

The application is for a 30 metre high tower with a parabolic antenna at the 24 metre level and another parabolic antenna at the 29 metre level. An existing equipment room at the base of the structure will house additional infrastructure.

There is an existing tower and equipment room on the lot already.

The subject lot is zoned 'Rural' under the Shire of Williams Town Planning Scheme No 2 ('the Scheme').

Landuse classification and permissibility

When an application is lodged, part of the planning assessment involves examining the landuse definitions in the Scheme, and determining the 'best fit' landuse classification.

If the landuse is listed in the Scheme's zoning table, it dictates the permissibility of the use in the relevant zone.

There is no specific landuse definition for 'telecommunications infrastructure' under the Shire of Williams Town Planning No 2 ('the Scheme') and the use is not listed in the zoning table.

The telecommunication's infrastructure use is defined in the Town Planning Regulations 1967 as '*means land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network.*'

A similar definition is included in the new Planning and Development (Local Planning Schemes) Regulations 2015 which became effective in October 2015.

Council has two options where the use of land for a particular purpose is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the interpretation of one of the use categories as follows:



- Option 1: Determine that the use is not consistent with the objectives and purposes of the particular zone and is therefore not permitted; or
- Option 2: Determine by Absolute Majority that the proposed use may be consistent with the objectives and purpose of the zone and thereafter follow the advertising procedures of sub-clause 2.6 in considering an application for planning approval.

It is recommended that Council pursue Option 2 as the objectives of the Rural zone are broad and the proposed development will not prevent the adjacent farming land from being used for farming or agricultural purposes.

It is recommended that advertising be conducted in the form of letters to nearby and adjacent landowners.

Council may also advertise the application in a local newspaper or newsletter if desired.

General planning considerations

A full assessment of the application will be conducted following public consultation.

Council will need to have regard for the visual impact of the proposed development, impact on amenity, rural landscape, and the Western Australian Planning Commission Statement of Planning Policy No 5.2 on 'Telecommunications Infrastructure'.

Voting Requirements

Absolute Majority Required

Officer's Recommendation

That Council:

1. Determine by Absolute Majority that the proposed 'telecommunications infrastructure' use on Lot 1 Tarwonga-Dardadine Road may be consistent with the objectives and purpose of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 of the Shire of Williams Town Planning Scheme No.2 in considering an application for planning approval.
2. Authorise the Chief Executive Officer to advertise the application for one calendar month in accordance with Clause 2.6 of the Shire of Williams Town Planning Scheme No 2 by writing to nearby and surrounding landowners.
3. Note that a further report will be referred to Council following formal advertising.



Council Resolution

Major/Cavanagh

That Council:

1. Determine by Absolute Majority that the proposed 'telecommunications infrastructure' use on Lot 1 Tarwonga-Dardadine Road may be consistent with the objectives and purpose of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 of the Shire of Williams Town Planning Scheme No.2 in considering an application for planning approval.
2. Authorise the Chief Executive Officer to advertise the application for one calendar month in accordance with Clause 2.6 of the Shire of Williams Town Planning Scheme No 2 by writing to nearby and surrounding landowners.
3. Note that a further report will be referred to Council following formal advertising.

**Carried by Absolute Majority 9/0
Resolution 270/16**

Mr Friend left the meeting at 3.14pm.

Afternoon Tea

The President adjourned the meeting for afternoon tea at 3.14pm and resumed the meeting at 3.38pm.



8.4 CHIEF EXECUTIVE OFFICER'S REPORT

8.4.1 CHIEF EXECUTIVE OFFICER'S GENERAL REPORT

File Reference	4.1.20
Statutory Reference	N/A
Author & Date	Geoff McKeown 7 th June 2016

Background

The Chief Executive Officer's 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 June 2016 be received by Council.

Council Resolution

Medlen/Earnshaw

That the Chief Executive Officer's General Report for June 2016 be received by Council.

Carried 9/0
Resolution 271/16



8.4.2 HWEDA – REQUEST FOR FUNDING

File Reference	4.50.25
Statutory Reference	Nil
Author & Date	Geoff McKeown 7 th June 2016
Attachment	Quote – Regional Tour Development Marradong Country – Brochure ‘mock-up’

Background

The Hotham Williams Economic Development Alliance Inc. (HWEDA) has written to the three local governments that are members of the group to request a financial contribution towards one of its ‘flagship’ projects.

Comment

HWEDA recently endorsed its Economic Development Implementation Plan (EDIP) and Strategic Plan. The completion of both documents were noted by Council at its March 2016 Ordinary Meeting.

At a recent meeting of the HWEDA Board, the members considered ‘flagship’ projects that were nominated as the priority projects for the sub-region and the ones that will be developed ahead of the others in the first instance. These projects are as follows (in no particular order):

- Agriculture & Food Industry Growth and Diversification – Continued Promotion of the Regional Agricultural Brand (‘Marradong Country’);
- Population Services Delivery – Economic Development Resources Assessment;
- Small Business Development & Entrepreneurship – Website and Online Business Capability Register;
- Skills & Workforce Development – Workforce Attraction Marketing;
- Tourism Sector Development – Self-Drive Tourism Trails; and
- Transport, Logistics & Manufacturing Promotion – Economic Development Opportunity Reserve Fund;

HWEDA is approaching local government for ‘seed’ funding to assist the implementation of one of these projects, being the Self-Drive Tourism Trails Project.

The Project has been in the development and research phase for around 18 months, with significant investment to date, dedicated to planning and research led by Heather Rose (Williams Business Representative on the HWEDA Board), together with support provided by Monica Treasure (Shire of Wandering) and Tahnee Forbes (Shire of Boddington). A quote and description for a staged approach on the development of the project have been provided by Miranda Woodhouse from ‘Moo Marketing’.

A quote was sourced in late 2015 providing a number of implementation options, from a basic development option through to a comprehensive, detailed product development to full



commercialisation. This is attached as supporting evidence, together with a 'mock-up' version of a brochure that may be considered as part of the delivery of the project.

It is anticipated that much of the product will be web and app based, as this technology is more readily accepted by the market and can therefore be maintained far more readily than hard copy print brochures that have the potential to go out of date very quickly.

HWEDA is seeking a contribution of \$5,000 per local government. It is hoped that the three member local governments will consider this request as part of their 2016/17 Budget deliberations. It has also offered to conduct a presentation for any Council that requires addition background and information.

Policy Requirements

N/A

Strategic Implications

The Shire of Williams is a member of HWEDA. Economic development and tourism development rank highly in the Shire's Strategic Community Plan.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council consider, as part of its 2016/17 Budget deliberation, the inclusion of \$5,000 for 'seed' funding to assist the Hotham Williams Economic Development Alliance Inc. with the implementation of its Self-Drive Tourism Trails Project.

Council Resolution

Medlen/Cavanagh

That Council consider, as part of its 2016/17 Budget deliberation, the inclusion of \$5,000 for 'seed' funding to assist the Hotham Williams Economic Development Alliance Inc. with the implementation of its Self-Drive Tourism Trails Project.

**Carried 9/0
Resolution 272/16**



8.4.3 PART ROAD CLOSURE – MCKENZIE ROAD, WILLIAMS

File Reference	12.15.38
Statutory Reference	Land Administration Act 1997
Author & Date	Geoff McKeown 8 th June 2016
Attachments	Agency response letters

Background

In March 2015 correspondence was received from JD & MR Ford asking the Shire to initiate a road closure of portion of McKenzie Road. Their letter stated:

“We have recently purchased land at the end of McKenzie Road, Williams. We believe that McKenzie Road extends through the shed and house block on Loc 13061. To our knowledge this part of McKenzie Road has never been developed or used by the general public.

We are writing to request that McKenzie Road from the farm gate onwards be closed.

This section of road is un-maintained and un-fenced and does not have any significant purpose. Therefore, we believe it would have no impact on the general public if it were closed off.

As is, the surveyed road through our property can leave us open to trespassers on our land and near the house. We feel this is a potential danger to livestock and residents, including children, if left accessible to the public.

This issue has come to light after a recent visit from an unannounced group who unhinged the gates and declared they had a right to be there as it was a surveyed road.

If you require any more information in relation to this please do not hesitate to contact us. We thank you for your consideration in this matter.”

In response to the request the Council resolved:

1. *That Council resolve its intention to close McKenzie Road from 3.08 to 5.43 SLK shown at above and advertise, in accordance with Section 58 of the Land Administration Act 1997.*
2. *That in the event no objections are received at the end of the notice period, the closure of the portion of road reserve is recommended to the Minister for Planning.*

Comment

The Shire proceeded with the advertising as mentioned in the Council resolution. During the advertising period objections were received from Rod and Ioanna Culleton and Bob Petchell. No further action was taken at the time.

Mr Matt Ford recently approached the Chief Executive Officer to request that the closure be progressed.



According to Landgate records the individuals who raised objections to the closure proceeding initially are no longer owners of land adjacent to the section of road being considered for closure.

At the April 2016 Council Meeting it was resolved to initiate the notice period again and invite comment from the current registered owners of property that adjoin the section of road proposed to be closed. In addition to again notify the Department of Lands and service authorities of the proposal considering the time that has elapsed since the initial approach.

The Council resolution from that Meeting stated:

That Council:

1. *Resolves to support the request to close a portion of unconstructed road reserve being the section of McKenzie Road from 3.08 to 5.43 SLK in accordance with the Land Administration Act 1997 and Land Administration Regulations 1998 for the purpose of initiating advertising and consultation.*
2. *Authorises the Chief Executive Officer to publicly advertise the road closure for 35 days. Advertising to include:*
 - (i) *A newspaper notice;*
 - (ii) *Individual letters to nearby and adjacent landowners;*
 - (iii) *A sign erected adjacent to McKenzie Road by the owners/ applicant (A3 size); and*
 - (iv) *Individual letters to the Department of Lands and service authorities.*
3. *Note that a further report will be referred to a future Council meeting to consider submissions.*

The original request was for the closure of the section of McKenzie Road from 3.08 to 5.43 SLK as shown on the following plan.





In response to the public advertising requirement that closed on Friday, 3rd June 2016, responses were received from:

1. Department of Planning
2. Dampier to Bunbury Natural Gas Pipeline
3. Department of Mines and Petroleum
4. Western Power

None of the agencies raised objections to the proposal. No responses were received from the other agencies contacted, or from adjoining landowners.

Financial Implications

Nil

Voting Requirements

Simple Majority

Officers Recommendation

That Council:

1. Request the Minister for Lands to permanently close a portion of unconstructed road reserve being the section of McKenzie Road from 3.08 to 5.43 SLK in accordance with the section 58 of the *Land Administration Act 1997*.
2. Advise the Minister for Lands that the Shire has fulfilled the requirements of Part 2 clause 9 (a) and (f) of the *Land Administration Regulations 1998* in regards to condition 1 above and that it has complied with section 58(2) and (3) of *the Act* in relation to public advertising and considerations of the submissions received as outlined in the Shire of Williams Minutes of the Council Meeting held on 15 June 2016.
3. Forward all documentations in regards to the proposed road closure to the Minister for Lands for his consideration.
4. Authorise the Shire President and CEO to affix the Common Seal to any documentations associated with the application for approval.



Council Resolution

Medlen/Cavanagh

That Council:

1. Request the Minister for Lands to permanently close a portion of unconstructed road reserve being the section of McKenzie Road from 3.08 to 5.43 SLK in accordance with the section 58 of the *Land Administration Act 1997*.
2. Advise the Minister for Lands that the Shire has fulfilled the requirements of Part 2 clause 9 (a) and (f) of the *Land Administration Regulations 1998* in regards to condition 1 above and that it has complied with section 58(2) and (3) of *the Act* in relation to public advertising and considerations of the submissions received as outlined in the Shire of Williams Minutes of the Council Meeting held on 15 June 2016.
3. Forward all documentations in regards to the proposed road closure to the Minister for Lands for his consideration.
4. Authorise the Shire President and CEO to affix the Common Seal to any documentations associated with the application for approval.

**Carried 9/0
Resolution 273/16**



Cr Carne declared an impartiality interest for the following item 8.4.4 Williams Bowling Club. The nature of her interest relates to her current involvement as a member of the Williams Bowling Club.

8.4.4 WILLIAMS BOWLING CLUB – SYNTHETIC GREEN UPGRADE

File Reference	11.70.30
Statutory Reference	Nil
Author & Date	Geoff McKeown 8 th June 2016 (with assistance from Heidi Cowcher, Economic Development Officer)
Attachment	Nil

Background

The Williams Bowling Club is proposing the construction of a 7 rink synthetic surface to replace one of the grass greens at the Club. The Club had previously considered this in 2009 and Council supported the project at the time by preparing and submitting an application to the Department of Sport & Recreation (DSR), but unfortunately it was unsuccessful. Further to this, an application was submitted in 2015 that was also unsuccessful.

Council initiated a meeting with DSR Representatives, Shire Staff and Bowling Club Members to seek feedback on the application and provide advice as to 'where to from here'.

Comment

On behalf of the Club the Shire submitted an application to the Wheatbelt Development Commission's Regional Grant Scheme. Although the outcome of this application is not known at this stage it is understood that the Regional Grants Scheme has been oversubscribed. The Club is aware of this and understands that an alternative approach may need to be considered if the application is unsuccessful.

On a positive note the Shire successfully applied to the Federal Government's Stronger Communities Program and has had confirmation that \$15,000 will be available for the project.

The original funding application to the Department of Sport & Recreation included an in-kind contribution from the Shire, cash and loan funds from the Club, and grant money from the Community Sporting & Recreation Facilities Fund. The budget appears in the table below:



PROJECT FUNDING

Source of funding	\$Amount ex GST	\$ Amount inc. ST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government	10,000	11,000	LGA cash and in-kind	Yes	Shire of Williams 17 th June 2015 Minutes (attached)
Applicant cash	40,000	44,000	Organisation's cash	Yes	Williams Bowling Club – copy of TD attached
Volunteer labour	0	0	Cannot exceed applicant cash and LGA contribution – max \$50,000	■	Not Applicable
Donated materials	0	0	Cannot exceed applicant cash and LGA contribution	■	Not Applicable
Other State Government funding	0	0		■	Not Applicable
Federal Government funding	0	0		■	Not Applicable
Other funding – to be listed	85,239	93,763	Loans, sponsorship etc	■	Shire of Williams Self-Supporting Loan to be paid by the Williams Bowling Club (as indicated in 17 th June Shire of Williams Council minutes)
CSRFF requested	67,619	74,381	up to 1/3 project cost	■	Application pending
Development Bonus	0	0	Up to ½ project cost	■	Not Applicable
b) Total project funding	202,858	223,144		■	Please note, figures have been rounded to nearest dollar.

A meeting was held with the Executive Committee of the Bowling Club. The Shire was represented by the President, Economic Development Officer and the CEO. The purpose of the meeting was to consider alternative funding options should the Club wish to proceed.

The Club has since had a meeting with its members and submitted the following:

“Re: Synthetic Green Project

Further to recent discussions on the above, I advise that the Bowling Club Committee considered the project at its meeting.

It was felt that increasing demands on club members to maintain the grass greens is becoming unsustainable, which together with the uncertainty regarding a Recreation Grant makes the installation of a synthetic green a matter of priority.

Therefore the Committee resolved to seek Council’s assistance in providing a self-supporting loan (amount to be determined) in addition to a cash contribution and associated earthworks for the project.

Council’s consideration of support to the Bowling Club as outlined above would be greatly appreciated by club members and we look forward to your reply.”

The original project budget did not have a cash contribution from the Shire. Should Council wish to consider a cash contribution it may do so as part of the 2016/17 Budget deliberation. Research by the Economic Development Officer indicates that the Club does have capacity to increase the amount of a self-supporting loan. Similarly, options to canvas fundraising or sponsorship can be considered.

Financial Implications

Contributions involving in-kind, cash, or provision of funds via a self-supporting loan will have to be included in the 2016/17 Budget.



Voting Requirements

Simple Majority

Officer's Recommendation

That Council advise the Williams Bowling Club that the Shire will consider its level of contribution to the synthetic green upgrade project as part of its 2016/17 Budget deliberation.

Council Resolution

Cavanagh/Paterson

That Council advise the Williams Bowling Club that the Shire will consider as part of its 2016/2017 budget deliberation:

1. A contribution of \$30,000 cash, with the understanding that the provision of a greenkeeper will be withdrawn when the new synthetic surface is operational.
2. Will support a self-supporting loan to meet the required cost of the synthetic green upgrade project to a value to be determined once all contributions have been confirmed.

**Lost 4/5
Resolution 274/16**

Council Resolution

Major/Medlen

That Council advise the Williams Bowling Club that the Shire will consider as part of its 2016/2017 budget deliberation:

1. A contribution of \$20,000 cash, with the understanding that the provision of a greenkeeper will be withdrawn when the new synthetic surface is operational.
2. Will support a self-supporting loan to meet the required cost of the synthetic green upgrade project to a value to be determined once all contributions have been confirmed.

**Carried 8/1
Resolution 275/16**

The resolution differed to the recommendation as Council wished to determine the level of contribution and support it would include in the 2016/2017 budget deliberations.



8.4.5 USE OF THE COMMON SEAL AND ACTIONS PERFORMED UNDER DELEGATED AUTHORITY

File Reference	4.50.60
Statutory Reference	Sections 5.42 and 9.49A <i>Local Government 1996</i>
Author & Date	Geoff McKeown 8 th June 2016
Attachment	Nil

Background

The purpose of this Agenda Item is to report to Council for information, the use of the Common Seal and actions performed under delegated authority requiring referral to Council.

Council approved the updated Delegations Register at the December 2015 Ordinary Council Meeting. The procedure associated with the register is to report to Council the activities or actions that have been performed under the delegated authority. A report will be completed for Council at each meeting that identifies: (1) use of the Common Seal, and (2) actions performed under the delegated authority requiring referral to Council as per the Shire of Williams Delegations Register.

Comment

Actions performed under delegation during the month of May 2016 are provided below:

- **Determination of Planning Application**

Delegation - At the May 2016 Ordinary Council Meeting consideration was given to a development application submitted by the Forest Products Commission for the establishment of a pine plantation / tree farm that traverses 11 separate lots.

The resolution from that Meeting reads as follows:

That Council:

1. *Determine by absolute majority that the proposed tree farm may be consistent with objectives and purposes of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 of the Scheme in considering an application for planning consent.*
2. *Authorise the Chief Executive Officer to advertise the application by referring the application and the Fire Management Plan to the Department of Fire and Emergency Services (DFES) for comment.*
3. *Authorise the Chief Executive Officer to advise the applicant that the application is being advertised by way of referral to DFES.*
4. *Grants delegated authority to the CEO to determine the application following consultation with DFES, which is an option outlined in the body of this report.*

The proposal was forwarded to the Department of Fire & Emergency Services (DFES) for comment.



DFES responded as follows:

“There does not appear to be an application for a habitable dwelling on the plantation. DFES would only need to be consulted / provide advice if a habitable building was proposed. If there is an intention to construct a habitable dwelling then State Planning Policy 3.7 and the Guidelines for Planning in Bushfire Prone Areas must be applied.

If there are any habitable dwellings within 100m of the proposed plantation areas, where the land use could potentially increase the bushfire risk to people / property, then the Local Government could consider if a Bushfire Management Plan was required.

The response to a bushfire for this land use is covered under State arrangements.”

Action - On the basis of that response and the granting of delegated authority to the CEO to determine the application, the following conditional approval has been granted:

- A. Approve the application lodged by the Forest Products Commission for a plantation on Lots 2700, 3154, 4178, 2699, 500, 36161, 1561, 3160, 1583, 1563, and 3170 Williams Road, Quindanning subject to the following conditions;
 1. The applicant to implement the Plantation Management Plan and Fire Management Plan that form part of the application.
 2. Provision of on-site signage to direct emergency vehicles to water points.
 3. The owner/ applicant is to provide the local fire brigade and DFES with a copy of the Fire Management Plan for records and information.
 4. Internal roads / access tracks are to be adequately sign posted to provide clear direction to water points (for fire emergencies) and exit points.
 5. The applicant to ensure that there are trafficable connections to all water points / permanent dams required for fire management for access by emergency fire vehicles.
 6. The plantation is not to be harvested until a harvesting plan is lodged and approved separately in writing by the Shire. The Shire may require lodgement of a bond prior to harvesting to ensure existing roads are maintained to the pre-harvesting standard.
 7. Any harvesting shall be in accordance with a harvesting plan approved in writing by the Shire and subject to any further conditions specified by the Shire.
- B. Include the following footnote advice on the approval;
 - (i) The plantation is to operate in compliance with the Code of Practice for Timber Plantations.

• **Sale of Surplus Items**

At the May 2016 Ordinary Meeting, Council decided to offer for sale by public tender the Shire’s 1997 John Deere MFWD Tractor, and any additional surplus items held in the Shire’s inventory. Three surplus items, including the tractor, a slasher/mower and a water tank were offered for sale by publication in ‘The Williams’ and ‘The Shire of Williams’ Facebook.



The Council granted delegated authority to the CEO to accept the highest tender received for each item.

Action – At the closing date the following public tenders had been received:

1. John Deere MFWD Tractor – Offer of \$5,000 from Duane Treasure
2. Superior Slasher/Mower – Offer of \$1,000 from Leon Bertuola

No tenders were received for the water tank. On the basis of no further tenders being received by the closing date the CEO has accepted the offers received.

- **Investment of Shire Monies – Delegation LGA4**

Delegation - The Chief Executive Officer has delegated authority, subject to Part 3 of the *Trustees Act 1962*, to invest money held in the municipal fund or the trust fund that is not, for the time being, required by the local government for any other purpose.

Action - The Chief Executive Officer approved a transfer of:

1. \$511,673.06 from the Municipal Fund Term Deposit to the Municipal Fund at maturity of the term deposit;
2. \$400,000.00 from the Municipal Fund to the Municipal Cash Management Fund for short term investment earning;
3. \$408,779.22 from the Southern Investment Initiative Term Deposit to the Municipal Fund at maturity of the term deposit;
4. \$3,000,000.00 from the WA Treasury Corporation Overnight Cash Deposit Facility to the 4WDL VROC Trust Account as a draw down for future expenses for the 4WDL VROC Aged Housing Project; and
5. \$2,500,00.00 from the 4WDL VROC Trust Account to the 4WDL VROC Term Deposit for 90 days for short term investment earning.

Financial Implications

Payments from the Municipal Fund and Trust Fund have been approved in the 2015/16 Annual Budget.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council accepts the report "Use of Common Seal and Actions Performed under Delegated Authority" for the month of May 2016.



Council Resolution

Johnstone/Medlen

That Council accepts the report “Use of Common Seal and Actions Performed under Delegated Authority” for the month of May 2016.

**Carried 9/0
Resolution 276/16**



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	9 th June 2016

Background

It is a requirement of the Local Government (Financial Management) Regulation 1996 to produce a list of payments made from Councils Municipal Fund and Trust Fund bank accounts to be presented to the Council in the following month.

Further, in accordance with the Delegation adopted by Council in December 2015 the Chief Executive Officer has the delegated authority to make payments from the Municipal Fund and Trust Fund. The Chief Executive Officer in exercising his authority is required to produce a list of accounts recorded in monthly Council meeting minutes.

Statutory Implications

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 – REG 13

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –

- (a) the payee's name; and*
- (b) the amount of the payment; and*
- (c) the date of the payment; and*
- (d) sufficient information to identify the transaction.*

Comment

The payment listing is a separate attachment to this agenda.

Financial Implications

As listed in the recommendation below.

Voting Requirements

Simple Majority

Officer's Recommendation

That Municipal Fund EFT, BPAY, Direct debits and Cheques 104523 – 104539 totalling \$533,894.53 and SII Funding EFT payments totalling \$123,359.76 approved by the Chief Executive Officer be endorsed.



Council Resolution

Medlen/Johnstone

That Municipal Fund EFT, BPAY, Direct debits and Cheques 104523 – 104539 totalling \$533,894.53 and SII Funding EFT payments totalling \$123,359.76 approved by the Chief Executive Officer be endorsed.

**Carried 9/0
Resolution 277/16**



8.5.2 FINANCIAL STATEMENTS

File Reference	4.23.15	
Statutory Reference	N/A	
Author & Date	Cara Ryan	9 th June 2016

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

Officer's Recommendation

That the financial statements presented for the period ending 31st May 2016 be received.

Council Resolution

Cavanagh/Earnshaw

That the financial statements presented for the period ending 31st May 2016 be received.

Carried 9/0
Resolution 278/16



8.5.3 TRANSFER OF FUNDS TO RESERVE ACCOUNTS

File Reference

Statutory Reference

Author & Date

Local Government Act 1995 Section 6.12(1)

Cara Ryan

9th June 2016

Background

This report is presented to Council to ask approval for the transfer of funds from the Municipal Fund Account to nominated Reserve Fund Accounts.

Building Reserve and Joint Venture Housing Reserve

The 2015/2016 Budget included funds to be transferred to the Building Reserve of \$50,000 and it is proposed that this is split with \$40,000 going to the Building Reserve and \$10,000 going to the Joint Venture Housing Reserve.

It is a requirement of the Housing Joint Venture Agreement executed in March 2004 that any surplus income from the rental of units is held to be used to further low income rental housing projects, improvements or upgrades to existing Joint Venture Units or other purposes and to be agreed in writing by the Housing Authority. The Joint Venture Agreement includes residential housing situated at Sandalwood Crt and Wandoo Crt. The surplus funds as of the 31st May 2016 is \$10,260.

Refuse Site Development Reserve

At the Ordinary Meeting of Council held in May 2016, Council approved the establishment of the Refuse Site Development Reserve to be used for the development of waste facilities. The 2015/2016 Budget included an allocation of \$85,000 to go towards a Regional Waste Facility at a proposed site in the Shire of Cuballing. This did not proceed and as the Williams Refuse Site is reaching capacity there will be a future need to find alternative arrangements for the disposal of the Shire of Williams refuse.

It is proposed to transfer \$50,000 to this new reserve.

Plant Reserve

At the Ordinary Meeting of Council held May 2016, Council requested that the 1997 John Deere MFWD Tractor be put to public tender with the CEO granted delegated authority to accept the highest tender. The public tender closed on the 8th June 2016 with the highest bid coming in at \$5,000. The agenda item included a recommendation that Council transfer the funds to the Plant Reserve for future plant replacement needs.



Statutory Implications

LOCAL GOVERNMENT ACT 1995 - SECT 6.8 (1)

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure –

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution; or*

(c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.*

Comment

Transferring funds to the reserve fund allows Council to quarantine funds for future expenditure.

The table below outlines the proposed reserve funds transfer.

Details	Transfer from Municipal to :	
	Reserve Account	Amt
The 2015/2016 Budget includes funds to be transferred to the Building Reserve of \$50,000. As it is a requirement of the Housing Joint Venture Agreement to hold surplus funds, it is proposed that \$10,000 of the allocation of \$50,000 to the Building Reserve is allocated to the Joint Venture Housing Reserve.	A01116 – Joint Venture Housing Reserve	\$10,000
	A01112 – Building Reserve	\$40,000
The Budget for 2015/2016 included an allocation of \$85,000 to go towards a Regional Waste Facility at a proposed site in the Shire of Cuballing. This did not proceed.	A01118 – Refuse Site Development Reserve	\$50,000
The 1997 John Deere MFWD Tractor was sold for \$5,000 , and as per the recommendation put before Council at the May 2016 meeting, it is proposed that these funds are transferred to reserves..	A01111 – Plant Reserve	\$5,000
	TOTAL	\$105,000

Financial Implications

Should Council decide to transfer a total of \$105,000 to reserves, it will not negatively impact the closing position for the financial year ending 30th June 2016 as \$50,000 was already included in the 2015/2016 Budget for reserve transfers and \$85,000 was allocated to Capital Expenditure for the Refuse Site, which did not proceed.

Voting Requirements

Absolute Majority



Officers Recommendation

That Council authorises the transfer of \$105,000 from the Municipal Fund to the following Reserve Accounts:

-	A01116 – Joint Venture Housing Reserve	\$10,000
-	A01112 – Building Reserve	\$40,000
-	A01118 – Refuse Site Reserve	\$50,000
-	A01111 – Plant Reserve	<u>\$5,000</u>
		\$105,000

Council Resolution

Johnstone/Logie

That Council authorises the transfer of \$105,000 from the Municipal Fund to the following Reserve Accounts:

-	A01116 – Joint Venture Housing Reserve	\$10,000
-	A01112 – Building Reserve	\$40,000
-	A01118 – Refuse Site Reserve	\$50,000
-	A01111 – Plant Reserve	<u>\$5,000</u>
		\$105,000

**Carried by Absolute Majority 9/0
Resolution 279/16**



8.6 COUNCILLORS' REPORTS

- Cr Cavanagh attended and discussed the Bauxite Community Liaison Committee meeting held on the 26th May 2016.
- Cr Carne attended and discussed the 4WDL VROC meeting held in Wagin on the 14th June 2016.

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

Cr Medlen and Cr Paterson requested leave for the Ordinary Meeting of Council scheduled for the 20th July 2016.

Council Resolution

Major/Earnshaw

That Cr Medlen and Cr Paterson are granted leave of absence for the Ordinary Meeting of Council scheduled for the 20th July 2016.

**Carried 9/0
Resolution 280/16**

12.0 INFORMATION SESSION

13.0 CLOSURE OF MEETING

There being no further business for discussion the President declared the meeting closed at 5.34pm.