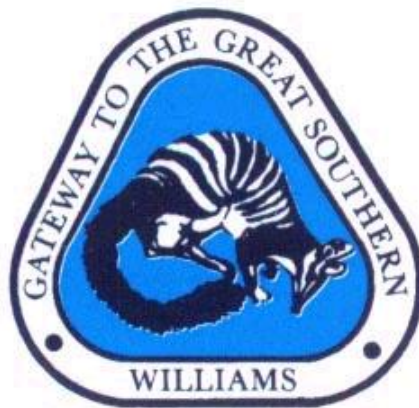


SHIRE OF WILLIAMS

***MINUTES ORDINARY MEETING HELD ON WEDNESDAY
16TH NOVEMBER 2016***



COUNCIL DIARY

WEDNESDAY 16TH NOVEMBER 2016

1.00pm

Ordinary Meeting

6.00pm

Annual Electors Meeting

WEDNESDAY 21ST DECEMBER 2016

1.00pm

Ordinary Meeting



TABLE OF CONTENTS

Item	Subject	Page
	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	6
5.0	Declarations of Interest	6
6.0	Confirmation of Minutes of Previous Meetings	7
6.1	Ordinary Council Meeting Held 19th October 2016.....	7
6.2	4WDL Meeting Held 11th October 2016	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	4WDL Well Aged Housing Project.....	8
8.1.2	General Projects Update	9
8.1.3	Community Pool Revitalisation Program.....	11
8.2	Works Supervisor’s Report	13
8.2.1	Maintenance Grading Activity	13
8.2.2	Road Maintenance Works	13
8.2.3	2015/16 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	16
8.2.8	Works Supervisor Report Acceptance	16
8.3	Environmental Health / Building Surveyor’s Report	17
8.3.1	Building Permits.....	17
8.3.2	Williams Public Swimming Pool.....	18
8.3.3	Development Requirements – Rural Residential Subdivision – Lavender road	18
8.4	Chief Executive Officer’s Report	22
8.4.1	Chief Executive Officer’s General Report	22



MINUTES – ORDINARY MEETING OF COUNCIL HELD 16TH NOVEMBER 2016

8.4.2	Unbudgeted Expenditure and Transfer From Building Reserve.....	23
8.4.3	Landcorp – Remnant Land Lot 9001.....	25
8.4.4	Paramount Outdoor Pty Ltd - Billboard.....	27
8.4.5	Proposed Subdivision – Lot 35 Bates Road	29
8.4.6	Christmas/New Year Period – Office Closure	34
8.4.7	Citizen of the Year Award	35
8.4.8	Williams Primary School Excellence Award.....	36
8.4.9	Use of the Common Seal and Actions Performed Under Delegated Authority	37
8.4.10	Rent Reduction – 18 Richardson Street, Williams.....	39
8.5	Manager of Finance’s Report	41
8.5.1	Accounts for Payment	41
8.5.2	Financial Statements	42
8.5	Councillors’ Reports.....	42
9.0	Elected Members Motions of which Notice has been given	43
10.0	New Business of an Urgent Nature introduced by Decision of Meeting	43
10.1	Elected Members	43
10.2	Officers.....	43
11.0	Application for Leave of Absence.....	43
12.0	Information Session.....	43
13.0	Closure of Meeting	43

Separate Documents

1. Minutes – Council; 4WDL
2. Appendices – CEO General Report
3. Payment Listing
4. Financial Statements
5. Status Report
6. Info Statement



DISCLAIMER

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AGENDA

1.0 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President, Cr John Cowcher declared the meeting open at 1.02pm.

2.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

(PREVIOUSLY APPROVED)

Cr John Cowcher	President
Cr Greg Cavanagh	Deputy President
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 (1.30pm - 2.10pm)
Tony Kett	Works Supervisor (2.11pm - 2.29pm)
Gordon Tester	Environ. Health Officer/Building Surveyor (2.30pm - 3.21pm)

Apologies

Cr David Earnshaw
Cr Richard Johnstone

Visitors

Sharon Moore (1.02pm – 1.17pm)

3.0 PUBLIC QUESTION TIME

The President opened Public Question Time and invited Mrs Sharon Moore to address her questions to Council.

Question 1

Due to former activity by CBH being considerate of the safety of residents of Playle Road (a local Shire Road) and of those using the Albany Highway (Main Roads), will the Council be in a position to also expect the same response from the locally



developed business of seed cleaning already being established on Playle Road to ensure that same safety?

President responded – The Shire has granted planning approval for the development which included a requirement for the applicant to upgrade Playle Road and “yes” comply to road safety standards.

Chief Executive Officer added – Main Roads has undertaken an assessment of the application and its letter has been provided to the applicant. The Works Supervisor and Chief Executive Officer have assessed Playle Road and determined that the entry and exits to the property from Playle Road need to be widened to meet the necessary standards. The applicant has been provided with detail of the standards

Sharon Moore comment – The lane entry to Playle Road from Albany Hwy is an acceleration lane and she expressed concern about the conflict with decelerating trucks wanting to enter Playle Road. Her main concern is the safety for local traffic using Playle Road.

Question 2

Would Council consider an alternative route for road users on Playle Road to avoid using the intersection with Albany Highway?

President responded – He is unable to provide an answer to the question.

There was general discussion about the issue raised by Mrs Moore in relation to road safety at the Playle Road/Albany Highway intersection and the movement of heavy vehicles using the CBH Narrakine facility.

Mrs Sharon Moore left the Meeting at 1.17pm.

4.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

5.0 DECLARATIONS OF INTEREST

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



6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 19TH OCTOBER 2016

Officer's Recommendation

That the Minutes of the Ordinary Meeting held on 19th October 2016, as previously circulated, be confirmed as a true and accurate record.

Council Resolution

Logie/Cavanagh

That the Minutes of the Ordinary Meeting held on 19th October 2016, as previously circulated, be confirmed as a true and accurate record.

**Carried 7/0
Resolution 91/17**

6.2 4WDL MEETING HELD 11TH OCTOBER 2016

Officer's Recommendation

That the Minutes of the 4WDL Meeting held on 11th October 2016, as previously circulated, be received.

Council Resolution

Medlen/Major

That the Minutes of the 4WDL Meeting held on 11th October 2016, as previously circulated, be received.

**Carried 7/0
Resolution 92/17**

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 1.30pm to discuss her report.

8.1.1 4WDL WELL AGED HOUSING PROJECT

File Reference	EDO Files
Statutory Reference	N/A
Author & Date	Heidi Cowcher 9 th November 2016

Background

The Shire of Williams, as lead agency on behalf of the 4WDL Regional Group, has secured funding to construct a total of up to 50 units across seven local governments from various sources since 2010. To date five separate funding streams have financed the construction, four of which are now complete. The final funding stream (SII) is underway and due for completion 2018.

Comment

Funding totalling \$5,023,648 has been secured to construct an additional 14 units across 6 shires. Confirmation has been received that additional units are being built, which will bring the total to 18. In each Shire the project is progressing reasonably well.

The quarterly reporting process has changed and now only requires financial reporting and no progress reporting. This simplifies the reporting process significantly. The Annual and Final Reports will still require a report against the outcomes and objectives of the funding.

Summary of claims processed to date (none processed this last month):

Shire	Total Funded	Total claimed to 14.10.16
West Arthur (3 units)	\$717,664 (+ interest) 2 units	\$230,787.16
Williams (2 units)	\$717,664 (+ interest) 2 units	\$397,570.71
Wagin (4 units)	\$1,076,496 (+ interest) 3 units	\$345,423.35
Dumbleyung (3 units)	\$717,664 (+ interest) 2 units	\$6,011.01
Lake Grace (3 units)	\$1,076,496 (+ interest) 3 units	\$269,004.44
Woodanilling (3 units)	\$717,664 (+ interest) 2 units	\$370,364.94
TOTAL (18 units)	\$5,023,648 (14 units)	\$1,619,161.61

Once the project reaches 50% expenditure overall, a claim for the final instalment of funding (\$1,523,648) will be made.

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

Medlen/Major

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

**Carried 7/0
Resolution 93/17**

8.1.2 GENERAL PROJECTS UPDATE

File Reference	EDO Files
Statutory Reference	N/A
Author & Date	Heidi Cowcher 9 th November 2016

Background

The EDO manages and supports the management of 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

Construction is progressing very well, with the units now at lock up stage. All painting and tiling is complete. Window and floor treatments are to be installed next week.

Practical completion is due 23rd November 2016. The Shire will then undertake the fencing and landscaping work to complete the project.



The Aged Housing Sub-Committee met on 1st November to discuss fencing and landscaping recommendations. The committee have endorsed slatted fencing as the preferred option, a mixture of full height (1.8m) and half height (1.2m) fencing will be erected around the property.



The rear courtyard will have synthetic lawn installed, with a 1m garden bed established for the residents to plant and maintain their choice of garden. On the New Street side, the shire will establish a maintain gardens and lawn area, as well as paving extension areas to the footpath at the front of the property and from the front patio linking to the side courtyard.

On advice and recommendation of the floor coverings installer, a variation has been approved to remove the carpet from the living/dining rooms and install vinyl throughout this space.

With the units anticipated to be completed towards the end of 2016/early 2017, consideration will need to be given as to whether an official opening will be undertaken for all 7 units (as none was undertaken when the previous units were completed). It would be an ideal opportunity to have a function before the local MP Terry Waldron completes his term as he has been a strong supporter and advocator for the Shire of Williams and the 4WDL Well Aged Housing project in general.

HWEDA

A Project Plan for the Marradong Country Self-Drive Trail has been completed in support of funding applications that will enable this project to be implemented. Funding applications have been submitted to the Wheatbelt and Peel Development Commission's Community Chest Fund for \$15,000 respectively and Worsley/South32 for \$30,000. The outcome of these requests are not likely to be known until early 2017.

Financial Implications

Project based, budgeted for as appropriate.

Voting Requirements

Simple Majority

Officer's Recommendation

That the General Projects update be received.

Council Resolution

Major/Paterson

That the General Projects update be received.

**Carried 7/0
Resolution 94/17**



8.1.3 COMMUNITY POOL REVITALISATION PROGRAM

File Reference	EDO Files	
Statutory Reference	N/A	
Author & Date	Heidi Cowcher	9 th November 2016

Background

In 2014, the Department of Sport and Recreation launched a new funding program that granted up to \$30,000 (increased incrementally to \$32,000 in subsequent years) 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 maintenance and \$32,000 in 2015/16 for the installation of solar power and general maintenance.

Comment

In August 2016 the 2016/17 round opened, and the Shire applied for \$32,000 for the installation of a heat pump that would heat the pool in a cost effective, sustainable manner. Quotes at the time were sourced from a supplier dealing directly with Contract Aquatic Services (Sigma). Indicative estimates were that the project would be in the vicinity of \$30,000 to \$35,000 including installation, freight and GST.

On 7th November 2016, the Shire received the funds directly into the Shire bank account, which indicated that the project had been approved. A formal letter was received on the 9th November 2016, confirming that the Shire had been successful in obtaining a grant of \$32,000 for the proposed project.

In June 2016, Council considered the project and made the following recommendation:

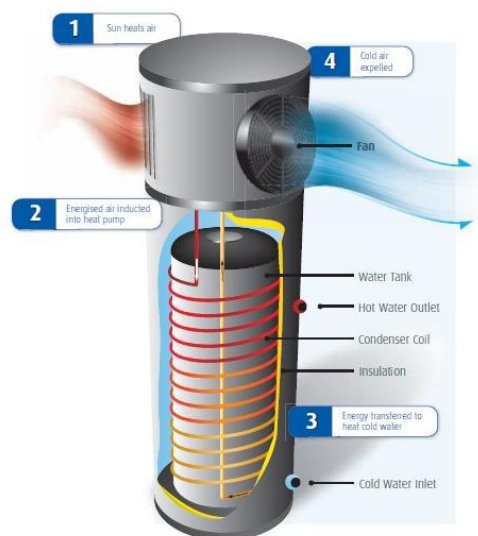
Council Resolution

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

How a heat pump works:



*A heat pump is a little like a reverse refrigerator. It transfers the heat in the air outside of the unit to the water stored inside the heater through a heat exchange system. In the case of heat pumps, “heat” is a relative term as they **will still work in very cold conditions*** – at least -10 degrees Celsius, so it will still be generating hot water for you during winter nights.*

Three written quotes are being sought, and will be provided for consideration at the meeting.

Financial Implications

Funding secured totalling \$32,000 plus GST. Indicative funding allocation is \$30,000 for the heat pumps and \$2,000 for general maintenance (and contingency for any cost over runs in the installation of the heat pumps).

Voting Requirements

Simple Majority

Officer’s Recommendation

That Council selects the preferred installer for the heat pumps as funded by the Department of Sport and Recreation’s Community Pool Revitalisation Program 2016/17.

Council Resolution

Major/Medlen

That Council accepts the quote submitted by SIGMA for the installation of 2 x HWP50 heat pumps to be funded by the Department of Sport and Recreation’s Community Pool Revitalisation Program 2016/17.

**Carried 7/0
Resolution 95/17**

The motion differed from the recommendation with the presentation of three quotes for consideration by Council.



Ms Cowcher left the meeting at 2.10pm.

8.2 WORKS SUPERVISOR'S REPORT

Works Supervisor Tony Kett attended the meeting at 2.11pm to discuss his report.

File Reference 12.15.36
 Statutory Reference N/A
 Author & Date Tony Kett 7th November 2016

8.2.1 MAINTENANCE GRADING ACTIVITY

Road Name	Length Graded (km)
Darkan-Quindanning Rd	14.2
Bates Rd	3.5
Playle Rd	3.7
McKenzie Rd	5.4
Munthoola Rd	2.0
Total Length for the Month	28.8 Km

8.2.2 ROAD MAINTENANCE WORKS

- Cleared regrowth suckers 14 Mile Brook Rd.
- Widened shoulder on Old Soldiers Rd.
- Patching on Darkan Rd.
- Fire brakes done around Quindanning Hall and vacant land.

8.2.3 2015/16 ROAD CONSTRUCTION PROGRAM

Road Construction Program 2016-17								
Road No	Road Name (Road Length)	Description of Work	Start SLK	End SLK	Total	Start Date	Finish Date	Comments
128	Williams-Darkan Rd	Reseal	22.52	25.52	3 km			
9	Dardadine Road	Seal	00	2.00	2 km			
10	Pingelly Road	Seal to 7m	0.05	3.50	3 km			Trees done, gravel in.
1	York-Williams	Reseal	0.0	3.00	3 km			



7	Clayton Road	Widen Shoulders	0.0	2.00	2 km			
11	Marradong Road	Clear vegetation, drainage and repair failures	Various slks					
12	Zilko Road	Clear vegetation and gravel sheet	Various slks					Completed
2	Darkan-Quindanning	Tree trimming south end	Cross roads to Boundary		15km			Completed
54	Kennedy Road	Gravel sheet	0.00	2.74	2.74km			Completed
88	Curteis Road	Clear sections and gravel sheet 1km.			1 km			
99	Wilkie road	Reconstruct culvert floodway						
5	Fourteen Mile Brook Road	Reconstruct culvert floodway.						

8.2.4 MECHANICAL REPORT

Plant Description		Driver	Date Purchased	Hours/Km July 2016	Works Completed this month
Mazda CX5 WL 16	Light Vehicles	Cara Ryan	23 Sep 15	32,156 km	
Toyota Kluger 16 WL		Geoff McKeown	10 Sep 14	53,000 km	
Holden Rodeo Dual Cab Utility WL5499		Maintenance	5-Nov-04	234,466 km	
Isuzu D-Max WL 19		Tony Kett	9 –Sep 14	60,245 km	4 new tyres
Kia 2 Tonne Truck WL 5414		Jeff Cowan	9-Oct-07	136,312 km	
Holden Colorado Crew Cab Ute WL 742		Andrew Wood	5-Oct 15	190,142 km	New windscreen
Holden Rodeo Crew Cab Utility WL842		Outside staff	15-Nov-06	299,130 km	
Holden Rodeo Single Cab Utility WL 826		James Lenehan	20-Nov-06	113,149 km	
Mitsubishi Triton Single Cab Utility WL 430		Stewart Cowcher	22-Sep-99	227,032 km	
Skid Steer Track Loader. 1EV.V725		Equipment	Outside works crew.	Sep 2015	274 hr
Multipack Multi-Tyre Road Roller WL49	Ray Scobie		21-Oct-04	6,223 hr	



MINUTES – ORDINARY MEETING OF COUNCIL HELD 16TH NOVEMBER 2016

Vibromax Roller WL 126			29-Sep-04	4,094 hr	
Caterpillar 12M Grader WL61		Richard Hewitt	Dec 2011	4,300 hr	
Caterpillar 12m Grader WL361		Andrew Wood	15-10-2014	1,560 hr	
721E Case Loader WL 5639		Roger Gillett	May 2012	5,767 hr	
Volvo EC210BLC Excavator WL 499		Phil Reed	18-Jul-07	6,640 hr	Serviced
John Deere 315SE4 Backhoe WL 745		Trevor Palframan	17-Sep-01	2,560 hr	
Toro Reel master SP mower WL5502	Works	Aug-09	953 hr		
Kubota Generator	Parks & Gardens	Refuse Site		3201 hr	
Toro Z597 Ride on Mower WL 731		Jeff Cowan	1-Oct-06	1,1782 hr	New Belts
Toro Z400 Kholer Ride on Mower WL5302		Jeff Cowan	8-Aug-05	583 hr	
Honda TRX Four Wheel M/Cycle WL 429		Jeff Cowan	20-Mar-00	1,367 hr	New Battery terminals.
Toyota DA115 Tip Truck (Water Truck) WL 595		James Lenehan	24-Aug-94	235,100 km	
Isuzu FVZ1400 Tip Truck WL 093	Trucks & Trailers		31-Dec-03	291,920 km	Serviced air con. New seal on gearbox
Mercedes Benz Actross Prime Mover WL91		Phil Reed	21-Dec-05	297,080 km	
					Serviced air con
Isuzu Giga CXZ Tip Truck WL 128		Justin Murdock	10-Dec-08	200,853 km	
Isuzu NPR 300 Truck WL 016		Ray Scobie	21-Jan-13	66,006 km	
SFM Side Tipping Trailer WL 3730		Works	21-Dec-05	135,500 km	
Howard Porter Low Loader WL ITIF 238		Works	31-Aug-07	128,500km	
Howard Porter Pig Trailer WL3792		Justin Murdock	10-Dec-08	140,300 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

- Serviced pumps for the oval.
- Repaired pipe from waste water to depot tank.



8.2.7 PRIVATE WORKS

- Nil to report

8.2.8 WORKS SUPERVISOR REPORT ACCEPTANCE

Voting Requirements

Simple Majority Required

Officer's Recommendation

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

Council Resolution

Paterson/Medlen

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

**Carried 7/0
Resolution 96/17**

Mr Kett left the meeting at 2.29pm.



8.3 ENVIRONMENTAL HEALTH / BUILDING SURVEYOR’S REPORT

The Environmental Health Officer/Building Surveyor, Mr Gordon Tester attended the meeting at 2.30pm.

8.3.1 BUILDING PERMITS

File Reference 13.34.10
Statutory Reference Building Act 2011, Building Regulations 2012
Author & Date Gordon Tester 9 November 2016

Comment

Builder	Lot No	Street No	Street Name	Building Details	Value Building Work	Permit No
Robyn Moog	203	281	Williams Rd	Gazebo Addition	\$2,500	385
Frank Berry	21		Pinjarra-Williams Rd	Shed	\$9,000	386
Neal Brown	148	47	Richmond Rd	Shed	\$11,000	387

Total Value of Building Work for October 2016 = \$22,600.

Voting Requirements

Simple Majority Required

Officer’s Recommendation

That the Building Report as presented above be endorsed by Council.

Council Resolution

Logie/Cavanagh

That the Building Report as presented above be endorsed by Council.

**Carried 7/0
Resolution 97/17**



8.3.2 WILLIAMS PUBLIC SWIMMING POOL

File Reference	11.20.20
Statutory Reference	Health (Aquatic Facilities) Regulations
Author & Date	Gordon Tester 9 November 2016

Comment

Prior to the opening of the public swimming pool start up samples were obtained and forwarded to the water examination laboratory for testing to undertake bacteriological tests.

Test results forwarded to Council on 17 October 2016 indicated acceptable water quality within the pool facility resulting in the public swimming pool being opened as scheduled.

Voting Requirements

Simple Majority Required

Officer's Recommendation

That the Williams Public Swimming Pool report be endorsed by Council.

Council Resolution

Major/Cavanagh

That the Williams Public Swimming Pool report be endorsed by Council.

**Carried 7/0
Resolution 98/17**

8.3.3 DEVELOPMENT REQUIREMENTS – RURAL RESIDENTIAL SUBDIVISION – LAVENDER ROAD

File Reference	10.60.15
Statutory Reference	Shire of Williams Town Planning Scheme No.2
Author and Date	Gordon Tester 9 November 2016
Attachment	Aerial View of Subdivision

Background

Having been made aware of Council's concerns regarding the existing Lavender Road Rural Residential subdivision the author of this report and Council's Chief Executive Officer have visited this subdivision and noted some less than desirable land use practices (unsightly land) in this area.

Conversations with several owners in this subdivision have revealed a consistent theme of not wanting to provide scheme water or electricity to their land due to prohibitive costs of doing so.

One resident suggested that the use of diesel powered generators was a viable option in conjunction with solar panels.



The amount of future noise complaints through multiple generators being used on small closely spaced blocks at night time had not been considered.

The majority of lots in this subdivision are approximately 1,000 square metres in area.

Comment

In the case of new subdivisions where onsite effluent disposal is intended, a minimum lot size of 2000 square metres is required to cater for the amount of land required to adequately dispose of effluent on site without overloading the soil and allowing effluent to escape to the surface of the ground.

There is the potential when this subdivision is fully developed, to become an ongoing problem especially in the winter months with failing leach drains due to the soil reaching its capacity to cater for the effluent being discharged into it.

It is generally preferable to not use standard septic tanks and leach drains on these small blocks.

A more satisfactory alternative is the use of aerobic treatment units which are essentially onsite sewage treatment plants that have a high quality effluent that is directed to designated garden beds or lawns either by dripper or above ground sprinkler.

The ATU requires a 240 volt power supply for pumps and the like.

As each block in this subdivision requires development approval, Council may wish to seek advice from its planning consultants on implementing a Development Policy for this area that requires the supply of scheme water to each block and the provision of an electricity supply to each block as a development condition.



Without a sound electrical supply the use of aerobic treatment units is not possible.

One of the problems facing the owners of blocks in this area is that without all landowners contributing to the installation of services individual costs become prohibitive.

Further to the above there is no guidance in the scheme as to uniform setbacks for buildings in this subdivision.

It has been noted that a colorbond clad shed has been placed very close to the front boundary on one of the lots.

It would be very undesirable to have a street scape that features the side of sheds for the entire length of the street.

Voting Requirements

Simple Majority Required

Officer's Recommendation

That Council seek advice from its Planning Consultants as to whether or not a policy for the Lavender Street Rural Residential Subdivision can be developed to address the following matters:

1. Requirement to provide an electricity supply from the grid prior to a building permit being issued.



2. Requirement to provide scheme water to each block prior to a building permit being issued.
3. Standard setback requirements.
4. Declaring this subdivision an aerobic treatment unit only area effectively banning standard septic tanks and leach drains as an option for this area.

Council Resolution

Carne/Medlen

That Council seek advice from its Planning Consultants as to whether or not a policy for the Lavender Street Rural Residential Subdivision can be developed to address the following matters:

1. Requirement to provide an approved electricity supply from the grid prior to a building permit being issued.
2. Requirement to provide reticulated water supply or a suitable alternative to each block prior to a building permit being issued.
3. Standard setback requirements.
4. Requirement to provide an approved effluent disposal unit prior to a building permit being issued.
5. Requirement to have building permit for a Class 1a dwelling before a building permit for a shed is issued.

**Carried 7/0
Resolution 99/17**

The motion differed from the recommendation as Council wished to add greater clarity to the objectives of the potential planning policy.

Mr Tester left the meeting at 3.21pm.

Afternoon Tea

The President adjourned the meeting for afternoon tea at 3.21pm and the meeting resumed at 3.58pm.



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	10 th November 2016
Attachment	Nil	

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 November 2016 be received by Council.

Council Resolution

Paterson/Carne

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

**Carried 7/0
Resolution 100/17**

Council continued with the discussion that commenced during Public Question Time in relation to the Playle Road/Albany Highway intersection and the movement of heavy vehicles using the CBH Narrakine facility.

Council Resolution

Cavanagh/Paterson

That Council requests the Chief Executive Officer write to Main Roads requesting that the area of Albany Highway, between Carne Road and York Williams Road, be speed zoned at 90km per hour. Further, request that there be improvements to signage for the merging/acceleration lane for trucks heading north from CBH to make it clearer to all drivers that this is not an overtaking lane.

**Carried 7/0
Resolution 101/17**



8.4.2 UNBUDGETED EXPENDITURE AND TRANSFER FROM BUILDING RESERVE

File Reference	4.20.50
Statutory Reference	Section 6.8 - Local Government Act 1995
Author and Date	Geoff McKeown 4 th November 2016
Attachment	Nil

Background

There are two maintenance items on Shire buildings that combined will exceed the budget allocation this financial year. One project is known, that being the painting of the Administration Office and Council Chamber. The other is painting of the old Agricultural Hall which is yet to be confirmed as proceeding.

Council is asked to consider agreeing to the expenditure of unbudgeted funds and transfer a sufficient amount from the Building Reserve to cover this amount.

Comment

A budget allocation of \$10,000 was made for painting the Administration Office and Council Chamber. Quotes for the work were obtained. The lowest quote was \$16,925, excluding GST.

The second area where work needs to be done is at the old Agricultural Hall. The Budget includes \$3,000 just for the replacement of the carpet.

An inspection of the building highlighted that the internal walls and ceiling are in need of painting and there is an advantage in combining this with replacement of the floorcoverings. The benefit of replacing the carpet and completing the internal painting together is that the building will be brought up to a high standard at one time, as well as lessening the disruption to the Op Shop trading.

Quotes were obtained for the carpet replacement and the lowest of these came in at \$2,227.27, excluding GST, and under the budgeted amount. In addition, quotes were obtained for painting and the lowest of these came in at \$5,354.55, excluding GST. The combined total for both the carpet and painting significantly exceeds the available funds.

The Chief Executive Officer wrote to the Williams Anglican Parish to ask if it would be willing to contribute to this cost. In the Parish's letter responding to this request the following information was provided:

"The Old Ag Hall is a local treasure and we certainly support and encourage the council's intention of preserving it and restoring it. We understand that is always an ongoing challenge so we are somewhat disheartened to have to tell you we are not financially able to



contribute to the carpet / painting project. Yes, it is a prime opportunity while the Hall would be vacant but we would be happy just to have a safer floor covering. We don't know how long our Church can sustain running an Op shop but hopefully it will be a few more years, perhaps then will be the time to patch and paint the interior, at the moment it looks sound even if somewhat tired."

If Council is to proceed with the carpeting and painting the shortfall in funding is approximately \$4,582. Combined with the over expenditure for painting the Administration Office and Council Chamber, the total amount that is unbudgeted totals approximately \$11,500. If Council chooses not to proceed with the old Agricultural Hall painting this amount is reduced.

It is a requirement of the *Local Government Act 1995* that any expenditure incurred from the Municipal Fund, that is not included in the Annual Budget, is authorised by Council by absolute majority. Section 6.8 states:

6.8. Expenditure from municipal fund not included in annual budget

- (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.

- (1a) In subsection (1) —
additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.
- (2) Where expenditure has been incurred by a local government —
 - (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

To ensure that the end of year position for the Municipal Fund is not adversely impacted by these projects, Council can transfer the necessary funds from the Building Reserve Fund.

Voting Requirements

Absolute Majority



Officer’s Recommendation

That Council authorises:

1. The incurring of expenditure that exceeds the budget allocation for painting of the Administration Office and Council Chamber, and carpeting and painting of the old Agricultural Hall; and
2. The transfer of sufficient funds to meet the shortfall in the budget allocation for these projects from the Building Reserve Fund.

Council Resolution

Cavanagh/Major

That Council:

1. Resolves that the proposed expenditure for the replacement of carpet at the Agricultural Hall be delayed pending further investigation of the quality of the floorboards and if deemed suitable the carpet is to be removed and any further works be reconsidered during the 2017/2018 Budget deliberations; and
2. Authorises the incurring of expenditure that exceeds the budget allocation for the painting of the Administration Office and Council Chambers and the transfer of sufficient funds to meet the shortfall in the budget allocation for this project from the Building Reserve Fund.

Carried by Absolute Majority 7/0

Resolution 102/17

The resolution differed to the recommendation as Council wished the Chief Executive Officer to investigate the condition of the floorboards under the carpet, and if deemed suitable, to delay the works budgeted for the carpet replacement. If necessary the carpet could be removed or alternatively have protective PVC carpet runners placed on the damaged areas.

8.4.3 LANDCORP – REMNANT LAND LOT 9001

File Reference	14.25.28	
Statutory Reference	Nil	
Author & Date	Geoff McKeown	4 th November 2016
Attachment	Nil	

Background:

LandCorp has made contact with the Shire regarding the parcel of land remaining undeveloped (Lot 9001) following the residential subdivision on Fry Street. It is seeking to transfer the lot back to the Shire.

Comment:

LandCorp has provided background information indicating that Lot 9001 is the remnant balance lot left over from the original residential subdivision which LandCorp undertook many years ago. The original land parcel for development was gifted by the Shire of Williams to LandCorp to enable

development and all costs of development were borne by LandCorp. Usually, when land is gifted for development, LandCorp undertakes the subdivision and then gifts the balance lot back to the Shire, similar to the process which recently occurred with the Marjidin Way light industrial lots. For some reason this transfer of the balance Lot 9001 from the residential subdivision did not occur and LandCorp has retained ownership of the lot and incurred the associated holding costs.

LandCorp is now seeking to transfer the lot back to the Shire of Williams. If the Shire agrees, LandCorp will organise for the appropriate documents to be completed for execution.



Financial Implications

A nominal fee will apply to the transaction.

Voting Requirements:

Simple Majority

Officer's Recommendation

That Council:

1. accepts the offer from LandCorp and consents to the transfer of Lot 9001 back to the Shire of Williams; and
2. authorises the President and Chief Executive Officer to endorse documents required to execute the transfer.



Council Resolution

Cavanagh/Medlen

That Council:

1. accepts the offer from LandCorp and consents to the transfer of Lot 9001 back to the Shire of Williams; and
2. authorises the President and Chief Executive Officer to endorse documents required to execute the transfer.

**Carried 7/0
Resolution 103/17**

8.4.4 PARAMOUNT OUTDOOR PTY LTD - BILLBOARD

File Reference	12.21.90	
Statutory Reference	Nil	
Author & Date	Geoff McKeown	4 th November 2016
Attachment	Nil	

Background

In 2011 the Shire of Williams received an application from Paramount Outdoor Pty Ltd seeking approval to erect signage on Lot 343 Albany Highway, Williams. Lot 343 is a reserve vested in the Shire for 'recreation'. The application was approved and the Shire entered into an agreement for a five year period concluding in May 2016.

Comment

At the time of considering the application the Council passed the following resolution:

That Council:

1. *Enter into an agreement with Paramount Outdoor to allow signage to be erected on Lot 343 Albany Highway for a period of Five (5) years and an amount of \$1,000 per annum plus GST.*
2. *Grant Planning permission for Paramount Outdoor to erect signage on Lot 343 Albany Highway as specified in the plans provided subject to the signage conforming to Main Road Roadside Signage Guidelines.*

In late 2013 Council considered an item raising concerns about the content of the advertising and the expectation that road safety messages were not receiving enough consideration. The Shire had received complaints from the public which mentioned the advertising of alcoholic beverages. In response to these complaints the Council asked the Chief Executive Officer to investigate the implications for terminating the agreement.

A letter was forwarded to Paramount Outdoor Pty Ltd in early 2014 indicating Council's desire to commence discussions to cancel the lease and remove the signage. No reply to that correspondence can be located.

During the term of the agreement Paramount Outdoor Pty Ltd has paid a lease fee that has included an increase each year. The lease payments have been:

- 2011 \$1,000.00
- 2012 \$1,050.00
- 2013 \$1,102.50
- 2014 \$1,135.57
- 2015 \$1,169.64

Now that the lease has concluded Council can request that the infrastructure is removed. Alternatively it can negotiate a new lease. In recent times there have been more road safety messages. The current advertising appearing on the billboard shows the following:



Financial Implications

The Shire received a lease fee for the duration of the agreement.

Voting Requirements

Simple Majority



Officer’s Recommendation

That Council advise Paramount Outdoor Pty Ltd that the Shire of Williams does not want to enter into a new agreement allowing advertising signage being located on Reserve 31309 and the company is requested to remove the infrastructure and return the site to its original condition.

Officer’s Alternative Recommendation

That Council enter into a new agreement with Paramount Outdoor Pty Ltd to allow advertising signage to remain located on Reserve 31309 for a period of five (5) years, with the lease fee being set at \$1,500 per annum including a 5% increase for each year after the first year.

Council Resolution

Logie/Cavanagh

That Council enter into a new agreement with Paramount Outdoor Pty Ltd to allow advertising signage to remain located on Reserve 31309 for a period of five (5) years, with the lease fee being set at \$12,000 per annum including a 5% increase for each year after the first year.

**Carried 7/0
Resolution 104/17**

The resolution differed from the recommendation as Council wished to consider an alternative lease fee for the lease on Reserve 31309.

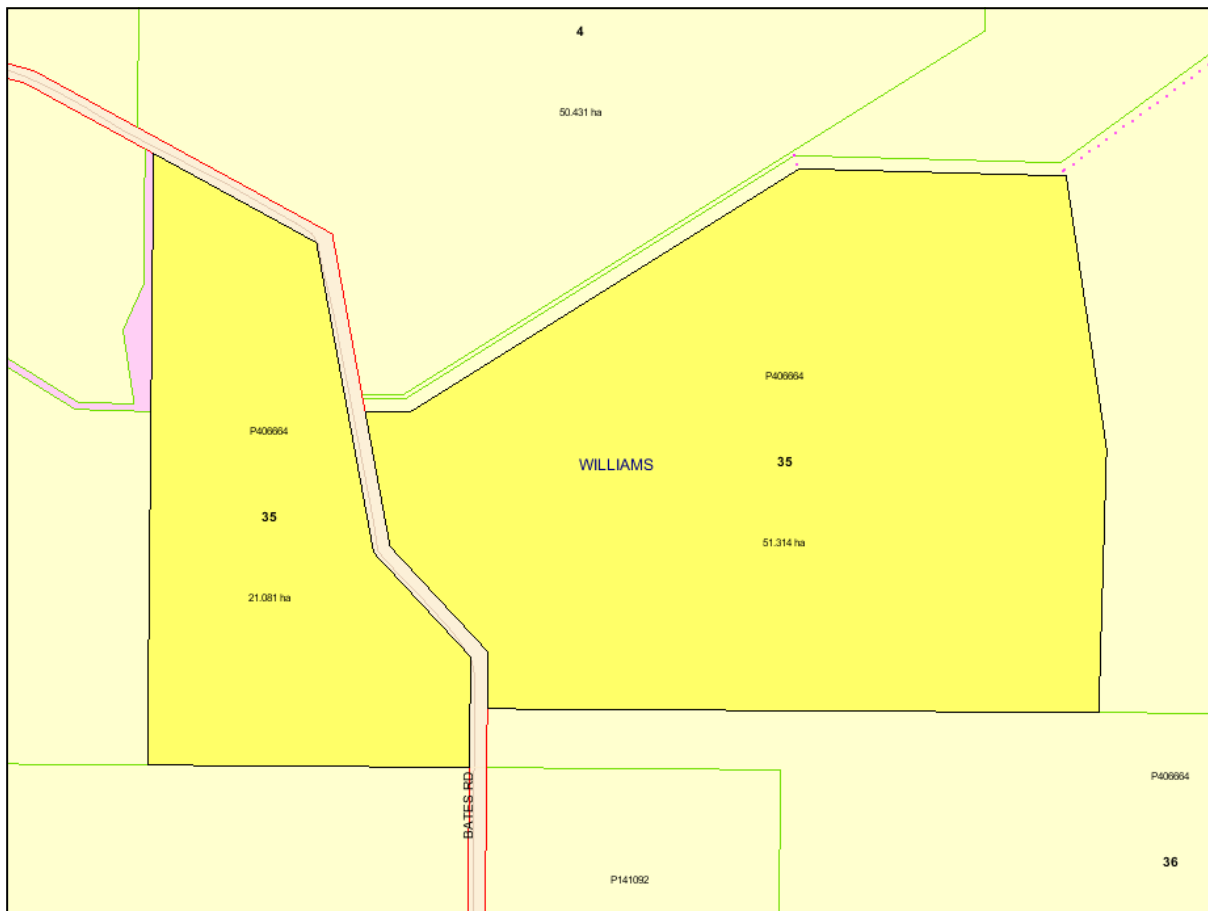
8.4.5 PROPOSED SUBDIVISION – LOT 35 BATES ROAD

File Reference	10.64.20	
Statutory Reference	Shire of Williams Town Planning Scheme No2	
Author & Date	Liz Bushby, Gray & Lewis – Landuse Planners November 2016	9 th
Attachment	Applicant’s Letter	

Background

An application has been lodged with the Western Australian Planning Commission (WAPC) proposing to subdivide Lot 35 Bates Road, Williams. The WAPC has referred the application to the Shire of Williams for comment (by 6 December 2016).

The lot is vacant, has an existing area of 72.3911 hectares, and traverses Bates Road. An approved extractive industry operates on the western portion of the lot.



Source: Landgate

Council issued a new planning approval for continuation of the existing extractive industry on Lot 35 on the 28 July 2016. The approval is subject to several conditions and is valid for 12 months. Renewal applications are required to be lodged on the 1 July each year.

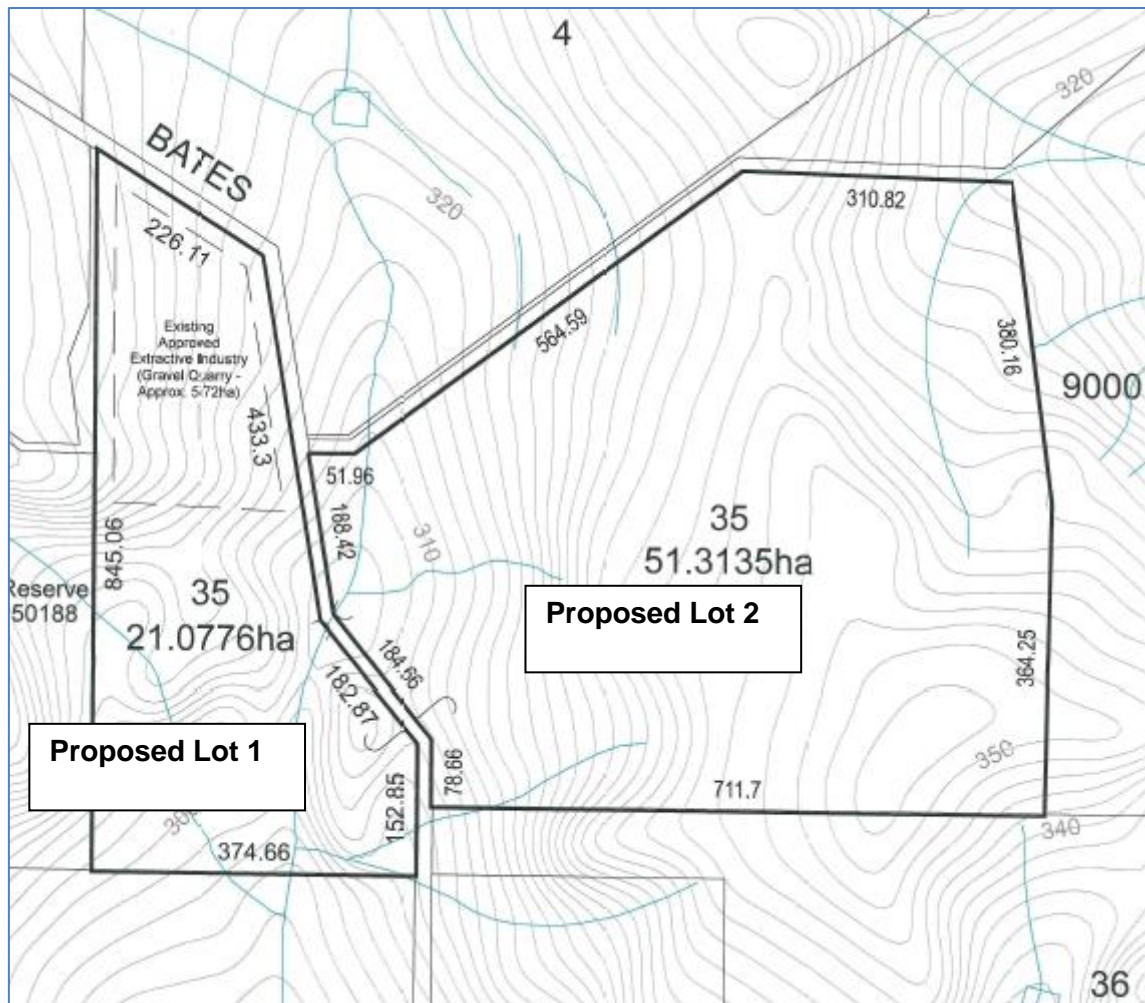
Comment

➤ **Description of Application**

The application proposes to subdivide Lot 35 into two lots in order to contain the extractive industry on its own title – refer Attachment 1 (applicant’s submission).

Proposed Lot 1 is planned to the west of Bates Road with an area of 21.0776 hectares. It contains the existing extractive industry and the applicant has indicated the extraction area may be expanded in future.

Proposed Lot 2 is planned to the east of Bates Road with an area of 51.3135 hectares, and can continue to be utilised for agricultural purposes.



Source: Extract of plan prepared by URP.

➤ **Shire of Williams Town Planning Scheme No 2**

The lots are zoned 'Rural' under the Shire of Williams Town Planning Scheme No 2 ('the Scheme').

Under the Shire's Scheme there is a general presumption against subdivision of rural land unless the lots have already been divided by a significant physical feature, the lots are for farm adjustment, the lots are for specific uses such as recreation facilities and public utilities or the lots are for the establishment of uses ancillary to the rural use of the land.

The subdivision is specifically proposed to recognise the existing extractive industry.

➤ **State Planning policy : Development Control Policy 3.4 – Subdivision of Rural Land**

There is also a general presumption against subdivision of Rural land under the WAPC's Development Control Policy 3.4 ('DCP 3.4') which states that '*the creation of new or smaller lots will be by exemption*'.

DCP 3.4 outlines exceptional circumstances where subdivision of rural land will be considered as followed:



- Re-alignment of boundaries with no increase in the number of lots.
- Protection of heritage places
- Homestead lots (between 1-20 hectares)
- For existing landuses such as public utilities or extractive industries.

DCP 3.4 specifically states that new lots can be considered to recognise existing landuses as follows:

*'New lots **for existing** or proposed **land uses such as** recreation facilities, public utilities, rehabilitation of degraded land, **extractive industries**, or uses necessary to the rural use of the land such as abattoirs and processing works (including buffers), **may be created through subdivision**. Where appropriate the WAPC may preclude sensitive land uses on the new lot(s).'*

It is recommended that the proposed subdivision application be supported as:

- i. Although the number of lots will increase from 1 to 2, the existing title is already physically divided by existing road reserve.
- ii. The subdivision recognises existing landuses which will continue.
- iii. It is consistent with WAPC DC Policy 3.4 which allows subdivisions to recognise existing extractive industries.

➤ **Bush Fire Prone Mapping**

There is on line mapping which identifies all land in bushfire prone areas for the whole of Western Australia – available on www.dfes.wa.gov.au The bush fire prone areas have been designated by the Fire and Emergency Services Commissioner.

A new State Planning Policy, *State Planning Policy 3.7 Planning in Bushfire Prone Areas* (SPP 3.7) was gazetted on Monday 7 December 2015.

SPP 3.7 directs how land use should address bushfire risk management in Western Australia. It applies to all land which has been designated as bushfire prone by the Fire and Emergency Services (FES) Commissioner as highlighted on the Map of Bush Fire Prone Areas.

SPP 3.7 requires all new subdivision applications entailing land identified as Bushfire Prone to be supported with a Bushfire Attack Level (BAL) contour map, however none has been provided.

The WAPC vets all application at lodgement and has accepted the application without a BAL assessment.

The applicant has advised a BAL assessment has not been lodged as the landuses are not proposed to change. It should be noted that any future application for a dwelling would have to be supported by a BAL as part of the Building Permit process.

Policy Requirements

N/A



Legislative Requirements

Planning and Development (Local Planning Schemes) Amendment Regulations 2015

The Regulations include 'deemed provisions' which automatically apply to the Shire, without the need to amend the Shires Scheme.

Regulation 67 outlines 'matters to be considered by Council' including 'any policy of the Commission'. This gives immense weight to Development Control Policy 3.4.

Shire of Williams Town Planning Scheme No 2 – discussed in the body of this report.

Strategic Implications

There are no strategic implications associated with this proposal.

Sustainability Implications

➤ Environment

There are no known significant environmental implications associated with this proposal.

➤ Economic

There are no known significant economic implications associated with this proposal.

➤ Social

There are no known significant social implications associated with this proposal.

Financial Implications

The Shire pays consultancy fees to Gray & Lewis Landuse Planners for advice.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Recommend that the Western Australian Planning Commission approve the application to subdivide Lot 35 Bates Road, Williams subject to the following conditions:
 - (i) A notification, pursuant to Section 165 of the *Planning and Development Act 2005* is to be placed on the certificate of title of proposed Lot No 2 advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

"This lot is located to the east of an existing extractive industry and is surrounded by rural properties. It has the potential to be affected by odours, noise, spray drift and dust that are associated with the continued operation of the extractive industry and established rural activities".
 - (ii) The landowner/applicant shall provide a written undertaking to the satisfaction of the Western Australian Planning Commission to ensure that prospective purchasers of the lots are notified on contracts of sale that they are in a declared bushfire prone area, and a



Bushfire Attack Level Assessment may be required at any Building Permit stage for any future development.

Council Resolution

Carne/Cavanagh

That Council advise the Western Australian Planning Commission that it does not support the proposed subdivision of Lot 35 Bates Road, Williams on the following basis:

1. Under the Shire of Williams Scheme there is a general presumption against subdivision of rural land unless the lots have already been divided by a significant physical feature, the lots are for farm adjustment, the lots are for specific uses such as recreation facilities and public utilities or the lots are for the establishment of uses ancillary to the rural use of the land, and the approval of this application involving an extractive industry will set an undesirable precedent for similar requests;
2. It is considered that the proposed lot for the extractive industry is greater than is required for the activity.

**Carried 7/0
Resolution 105/17**

The resolution differed from the recommendation as Council expressed concern about other extractive industries (gravel pits) existing in the Shire and the possibility that further subdivision applications could be forthcoming.

8.4.6 CHRISTMAS/NEW YEAR PERIOD – OFFICE CLOSURE

File Reference	4.20.50	
Statutory Reference	Nil	
Author & Date	Geoff McKeown	9 th November 2016
Attachment	Nil	

Background

Since December 2012 the Shire Office has closed during the Christmas/New Year’s period. This year the Administration Staff are seeking Council approval close from 5.00pm, Friday 23rd December 2016 to reopen at 8.00am Tuesday 3rd January 2017. This involves three working days.

Comment

The Public Holidays are:

- Sunday 25th December 2016 (Christmas Day Public Holiday)
- Monday 26th December 2016 (Boxing Day Public Holiday)
- Tuesday 27th December 2016 (Christmas Day Additional Holiday)
- Monday 2nd January 2017 (New Year’s Day Additional Holiday)

Scheduled working days are:



Wednesday 28th December 2016
Thursday 29th December 2016
Friday 30th December 2016

If approved, the Administration Staff will be required to have sufficient leave for this period.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council approves the Shire Office closure from 5.00pm, Friday 23rd December 2016 and to reopen 8.00am, Tuesday 3rd January 2017 and that the appropriate advertising of the closure be undertaken and suitable emergency contacts be listed for the duration of the closure period.

Council Resolution

Cavanagh/Paterson

That Council approves the Shire Office closure from 5.00pm, Friday 23rd December 2016 and to reopen 8.00am, Tuesday 3rd January 2017 and that the appropriate advertising of the closure be undertaken and suitable emergency contacts be listed for the duration of the closure period.

Carried 6/1
Resolution 106/17

8.4.7 CITIZEN OF THE YEAR AWARD

File Reference	4.11.30
Statutory Reference	N/A
Author & Date	Geoff McKeown 10 th November 2016
Attachment	Nil

Background

For many years the Shire has participated in the Premier's Australia Day Active Citizenship Awards program and will call for nominations for inspiring community members or groups to be considered for the Awards, presented at the Australia Day Ceremony on the 26th January 2017. The awards highlight active citizenship, outstanding contribution to the local community and Australian pride and spirit. Nominations will close on 2nd December 2016.

The Shire has previously appointed a committee consisting of Cr Carne, the Chief Executive Officer and Economic Development Officer to oversee the selection of the Award recipient(s).

Comment

The Award(s) will be presented at the Australia Day Breakfast which will be organised by the Administration Staff.



Financial Implications

There is a budget allocation for the Australia Day Breakfast.

Voting Requirements

Simple Majority

Officer's Recommendation

That Cr Carne, the Chief Executive Officer and Economic Development Officer are appointed to oversee the Premier's Australia Day Active Citizenship Award selection.

Council Resolution

Paterson/Logie

That Cr Carne, the Chief Executive Officer and Economic Development Officer are appointed to oversee the Premier's Australia Day Active Citizenship Award selection.

**Carried 7/0
Resolution 107/17**

8.4.8 WILLIAMS PRIMARY SCHOOL EXCELLENCE AWARD

File Reference	6.20.70	
Statutory Reference	N/A	
Author & Date	Geoff McKeown	10 th November 2016
Attachment	Nil	

Background

Correspondence has been received from Ms Catherine Gordon, Principal, Williams Primary School stating:

"Over the past many years the Shire of Williams has sponsored the Excellence Award at our School which is presented to a chosen Year 6 student at the end of year awards night. Previously this award has carried funding of \$150 to be used to support the recipient's future education.

We would be most appreciative if the Shire was able to continue their support and we look forward to hearing from you concerning this sponsorship.

I warmly extend an invitation to the Shire President, his fellow Councillors, yourself and families to join us for the Presentation Night on Tuesday 13th December 2016 from 6:30pm in the Shire of Williams Town Hall. In previous years the Shire President has presented the award on the Council's behalf. Can you please inform the school if this is your intention this year.



I thank you in anticipation of a positive response to the awards and look forward to seeing you and the Councillors on the night.”

Comment

The Shire allocates funds for this Award and arranging an Elected Member to present it at the Presentation Night.

Financial Implications

An allowance is made in the Annual Budget for this award.

Voting Requirements

Simple Majority

Officer’s Recommendation

That Council supports the Williams Primary School Excellence Award by agreeing to contribute \$150 for a selected Year 6 Student and that a Council Representative will present the award at the School’s Presentation Night.

Council Resolution

Medlen/Paterson

That Council supports the Williams Primary School Excellence Award by agreeing to contribute \$150 for a selected Year 6 Student and that a Council Representative will present the award at the School’s Presentation Night.

**Carried 7/0
Resolution 108/17**

8.4.9 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 11 th November 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 August 2016 are provided below:

- **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. \$800,000 from the Municipal Cash Management Account to a Term Deposit to invest surplus funds.

- **Planning Matters – Delegation PLN1**

Delegation - The Chief Executive Officer is authorised to issue planning consent for development applications that fully comply with all requirements.

Action - The Chief Executive Officer granted conditional planning approval for the following activities to be conducted on Lot 441 Marjidin Way, Williams at the conclusion of a public submission period:

1. The activity of an agricultural knife point repair business is defined as a 'General Industry' activity in accordance with the Shire of Williams Town Planning Scheme No.2.
2. The activity of 'motor vehicle repair' as it meets the objectives of the Industrial zone.

Financial Implications

Payments from the Municipal Fund and Trust Fund have been approved in the 2016/17 Annual Budget or by separate resolution of Council.

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 October 2016.

Council Resolution

Logie/Paterson

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

**Carried 7/0
Resolution 109/17**



Confidential Item

The following item deals with a matter affecting an employee and under the provisions of section 5.23(2) of the Local Government Act 1995 the meeting can be closed to the public.

8.4.10 RENT REDUCTION – 18 RICHARDSON STREET, WILLIAMS

File Reference	9.10.20
Statutory Reference	Section 6.12 <i>Local Government Act 1995</i>
Author & Date	Geoff McKeown 1 st November 2016
Attachment	Nil

Background

This item seeks Council approval to reduce the rent charged for the staff house at 18 Richardson Street, Williams.

Comment

Council requested that the Chief Executive Officer investigate the higher duty rate paid to employee Cameron Kett when he is requested to undertake mechanical duties. At the time Cameron was first employed he inherited a wage structure being paid to the previous Mechanic.

When Cameron works in the maintenance and construction team he is paid at the same rate as the other plant operators. When asked to perform mechanical duties his rate goes up to \$80 per hour. This was considered unsustainable and for the last two years the budget allocation for the higher duties has been exceeded.

The Chief Executive Officer undertook a negotiation process with Cameron to seek an agreement to reduce this higher duty rate. The parties understood that a reduction in the rate would reduce the gross earnings for the employee.

It is very pleasing to report that Cameron has agreed to a reduction in the higher duty rate to now be \$60 per hour.

An incentive offered to Cameron was the offer of a higher standard house at 18 Richardson Street at the same rental that he currently pays for 14 Adams Street. The difference in the rent is \$10.50 per week.

To finalise these arrangements, Council is asked to confirm a discount on the rent for the balance of this financial year. The figure will then be confirmed in the fees and changes for next financial year and include any rent increase applied as part of the budget process.

There is limited delegation for the Chief Executive Officer to discount such an amount. The delegation to the Chief Executive Officer only includes amounts up to \$50.



Section 6.12 of the *Local Government Act 1995* gives power to Council to waive or grant a concession, or write off an amount of money. The legislation states:

“6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money, which is owed to the local government.

*Absolute majority required.”

Financial implications

The reduction in the rent for the balance of the financial year will amount to approximately \$340. A change to the higher duty rate for mechanical work could amount to a saving of approximately \$9,000 for the remainder of the financial year.

Voting Requirements

Absolute Majority

Officer’s Recommendation

That Council agrees to a reduction in the rent changed for 18 Richardson Street, Williams from \$108.75 per week to \$98.25 per week commencing on the 10th November 2016 and remaining in force for the balance of the financial year.

Council Resolution

Major/Carne

That Council agrees to a reduction in the rent changed for 18 Richardson Street, Williams from \$108.75 per week to \$98.25 per week commencing on the 10th November 2016 and remaining in force for the balance of the financial year.

**Carried By Absolute Majority 7/0
Resolution 110/17**



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	8 th November 2016

Background

That the Chief Executive Officer be authorised to make payments from Councils Municipal Fund, Trust and Reserve Accounts 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

Officer’s Recommendation

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104581 – 104589 totalling \$270,601.38, Trust Cheques 1160 – 1161 totalling \$1,360.00 and SII Funding EFT payments totalling \$201,518.86 approved by the Chief Executive Officer be endorsed.

Council Resolution

Medlen/Paterson

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104581 – 104589 totalling \$270,601.38, Trust Cheques 1160 – 1161 totalling \$1,360.00 and SII Funding EFT payments totalling \$201,518.86 approved by the Chief Executive Officer be endorsed.

**Carried 9/0
Resolution 111/17**



8.5.2 FINANCIAL STATEMENTS

File Reference	4.23.15	
Statutory Reference	N/A	
Author & Date	Cara Ryan	8 th November 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 October 2016 be received.

Council Resolution

Logie/Paterson

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

Carried 9/0
Resolution 112/17

8.5 COUNCILLORS' REPORTS

No Councillors' reports received.



9.0 ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

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

Cr Medlen requested permission from Council to discuss the fire on Culbin-Boraning Road, which occurred Tuesday, 15th November 2016

Council Resolution

Cavanagh/Logie

That Council agree to consider new business regarding the fire on Culbin-Boraning Road which occurred Tuesday, 15th November 2016.

**Carried 7/0
Resolution 113/17**

Cr Medlen raised a concern in relation to the recent fire and that the fire may have started due to a reignition of a previous controlled burn of a wood heap during winter. Cr Medlen suggested that it would be beneficial to remind property owners to check burnt wood heaps prior to the prohibited burning period commencing to ensure they will not flare up. Cr Medlen suggested that the Chief Executive Officer add this to the Shire Notes for 'The Williams' around March to May next year.

10.1 ELECTED MEMBERS

10.2 OFFICERS

11.0 APPLICATION FOR LEAVE OF ABSENCE

12.0 INFORMATION SESSION

Cr Cavanagh inquired about the Industrial Land at Lot 9000 Narrogin Road and when Council will be calling for expressions of interest to Community Groups allowing them to plant crops as a fundraising activity for their respective groups.

13.0 CLOSURE OF MEETING

There being no further business for discussion the President declared the meeting closed at 5.53pm.