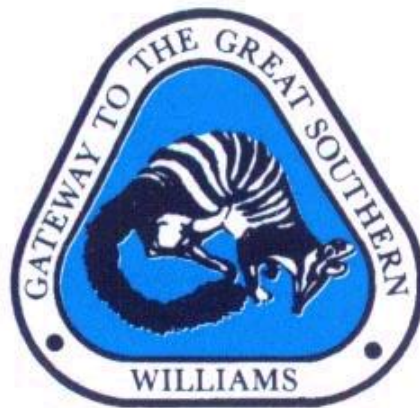


SHIRE OF WILLIAMS

***MINUTES ORDINARY MEETING HELD ON WEDNESDAY
19TH SEPTEMBER 2018***



COUNCIL DIARY

WEDNESDAY 19TH SEPTEMBER 2018

1.00pm

Ordinary Meeting

FRIDAY 28TH SEPTEMBER 2018

11.00am

Lions Park Opening

WEDNESDAY 17TH OCTOBER 2018

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	5
3.0	Public Question Time	5
4.0	Petitions / Deputations / Presentations	5
5.0	Declarations of Interest	5
6.0	Confirmation of Minutes of Previous Meetings	6
6.1	Ordinary Council Meeting Held 15th August 2018	6
7.0	Announcements by Presiding Member without discussion	6
8.0	Reports	6
8.1	Economic Development Officer’s Report	7
8.1.1	General Projects Update	7
8.2	Works Supervisor’s Report	10
8.2.1	Winter Grading Activity	10
8.2.2	Road Maintenance Works (see Appendix)	10
8.2.3	2018/19 Road Construction Program	11
8.2.4	Mechanical Report	12
8.2.5	Staff	13
8.2.6	Town and Facilities Report (see Appendix)	13
8.2.7	Private Works	13
8.2.8	Works Supervisor Report Acceptance	13
8.3	Environmental Health / Building Surveyor’s Report	14
8.3.1	Building Permits	14
8.3.2	Private Swimming Pool Inspections	14
8.3.3	Application For Development-House & Other Structures-Lot 172, (61) Lavender St, Williams .	15
8.4	Chief Executive Officer’s Report	19
8.4.1	Chief Executive Officer’s General Report	19
8.4.2	Application For Development – Residing in a Caravan – Lot 215, (36) Lavender St, Williams....	21
8.4.3	Williams Townsite Stormwater Management Plan	24
8.4.4	Reseal Works – Williams Darkan Road and York Williams Road	26



MINUTES – ORDINARY MEETING OF COUNCIL HELD 19TH SEPTEMBER 2018

8.4.5	Replacement of Prime Mover Truck and Light Truck	28
8.4.6	Development Approval – Out of Hours Work at Narrakine CBH.....	30
8.4.7	Development Approval – Multiple Dwellings on Lot 1899 Glenfield Road	32
8.4.8	Use of the Common Seal and Actions Performed Under Delegated Authority	35
8.5	Manager of Finance’s Report	37
8.5.1	Accounts for Payment	37
8.5.2	Financial Statements	38
8.6	Councillors’ Reports.....	39
9.0	Elected Members Motions of which Notice has been given	39
10.0	New Business of an Urgent Nature introduced by Decision of Meeting	39
10.1	Elected Members	39
10.2	Officers	39
11.0	Application for Leave of Absence.....	39
12.0	Information Session.....	40
13.0	Closure of Meeting	40

Separate Documents

1. Minutes – Council
2. CEO General Report
3. Appendix to CEO General Report
4. Appendices to CEO Report
5. Appendices to EHO Report
6. Appendix to Work Supervisor’s Report
7. Payment Listing
8. Monthly Financial Report
9. Municipal Bank Reconciliation
10. Status Report
11. Info Statement



DISCLAIMER

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



MINUTES

1.0 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President Cr John Cowcher declared the Meeting open at 1.03pm.

2.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Cr John Cowcher	President
Cr Jarrad Logie	Deputy President
Cr Moya Carne	
Cr Gil Medlen	
Cr Natalie Major	
Cr Greg Cavanagh	
Cr Simon Harding	
Cr Alex Watt	

Geoff McKeown	Chief Executive Officer
Cara Ryan	Manager of Finance (4.28pm – 4.52pm)
Tony Kett	Works Supervisor (1.20pm – 1.45pm)
Gordon Tester	Environmental Health Officer/Building Surveyor (1.46pm – 1.54pm)
Manuela Lenehan	Minute Taker

Leave of Absence: Cr Bob Baker

3.0 PUBLIC QUESTION TIME

4.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

5.0 DECLARATIONS OF INTEREST

DECLARATION OF INTEREST	
Name / Position	Cr Alex Watt / Councillor
Item No. / Subject	CEO General Report Item: 'New Industrial Shed – Rental Agreement'
Type of Interest	Proximity



DECLARATION OF INTEREST	
Name / Position	Cr Moya Carne / Councillor
Item No. / Subject	Item 8.4.6 Development Approval – Out of Hours Work at Narrakine CBH
Type of Interest	Proximity

6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 15TH AUGUST 2018

Officer's Recommendation

That the Minutes of the Ordinary Meeting held on 15th August 2018, as previously circulated, be confirmed as a true and accurate record.

Council Resolution

Harding/Logie

That the Minutes of the Ordinary Meeting held on 15th August 2018, as previously circulated, be confirmed as a true and accurate record.

**Carried 8/0
Resolution 34/19**

7.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.0 REPORTS



8.1 ECONOMIC DEVELOPMENT OFFICER'S REPORT

8.1.1 GENERAL PROJECTS UPDATE

File Reference	EDO Files	
Statutory Reference	N/A	
Author & Date	Heidi Cowcher	12 th September 2018

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 Lions Park Redevelopment

This project is almost completed. During this week, the Shire will be finishing off the internal ablutions upgrade and painting of the exterior will occur over the long weekend. The Shire has completed the construction of the temporary carpark (land secured from the Barbers for this purpose) as well as the pine post and rail fencing.

The official opening is scheduled for Friday 28th September at 11am. Rick Wilson, Federal MP will be officiating at the event, with the CEO to MC and the Shire President to also speak. It is anticipated that other funding partners may also wish to speak at the opening.

All invitations have now been emailed or posted out. I trust that this event will be well supported in showcasing what has been achieved and what will be on offer for our community and the travelling public alike. The re-opening of the Park is much anticipated, with many queries being raised as to when it will be officially available to play in and visit again.

Willi Wag Tails Childcare Centre

A continued review of the childcare centre operation income and expenditure has resulted in a review of the contracted hours of staff. All staff have had their contracts reviewed and updated to reflect the revised hours. This has been primarily to address low numbers that attend during holidays, and therefore lessen the need for staff at the same levels as term time.

In the next few months a review will be done on the fees and charges with a view of increasing the fees in line with the new government subsidies available for childcare. The aim is to maximise the rebates that can be achieved without impacting adversely on our families and users of the service.

Williams Men's Shed

The Shire staff continue to work with the Men's Shed representatives to progress this project. An expression of interest was submitted to the Stronger Communities Fund (Round 4) for \$8,975 to install a modular/built ablution facility in the Williams Men's Shed. It is anticipated that this would be installed inside the shed once constructed.



The development of a Project Plan to support potential funding from Lotterywest will be completed in the next couple of months.

The Williams Men's Shed group have commenced a 'Foundation Sponsorship' fundraising initiative designed to attract sponsorship for the construction of the shed to subsidise the cash contribution to the project.

Regional Bicycle Network Funding

The Shire has submitted an expression of interest for funding for the construction of a 324m shared use pathway on Albany Highway linking the new bridge over Coalling Creek through to the existing paved pathway network in front of the Williams Woolshed. The new construction will install a concrete shared use path where none currently exists. The estimated cost of the construction of the pathway is \$62,340, with a request for funding of \$31,170. The full application is due by 17th October 2018.

Digital Survey

The 4WDL Regional Group has identified telecommunications as a major focus for the region. The group invited Jim Wyatt (Digital Strategist and Implementation Advisor from Optimi Digital) to attend a 4WDL Meeting and brief the members on the merits of undertaking a digital survey.

Optimi Digital were recommended as the best consultant to assist in this digital knowledge space as Jim has worked federally and state in the telecommunications area. Optimi Digital have developed a unique investment assessment model that identifies digital demand and activity within a specific region (in this case the Shire of Williams). The model will prove useful in providing the evidence needed to build a business case for potential investment into new or improved mobile coverage or high speed broadband. The model has been used in WA to support State Funding allocations, in support of expanded and upgraded regional mobile coverage across 360 rural and remote sites.

Digital technology and the internet are now very much integral to society and the economy. The ability to be able to embrace the digital age factors strongly in building the optimal community and economy for both today and tomorrow. The Shire of Williams is undertaking a digital survey to understand what is required to assist homes and businesses benefit in the digital age. The survey is available online and in hard copy format for those who do not have access to a computer to be able to complete the survey. I encourage everyone to complete a survey for both their home and business respectively at Web Link: <https://optimi.typeform.com/to/r24LN0> (click on the link and follow the prompts OR copy into your web browser – please note, the last letter is a ZERO and not an O).



Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017-2032. Specifically it relates to the following strategies:

- ED 1.2 Develop and invest in the redevelopment of the Williams Lions Park.
- ED 1.5 Encourage business and community groups' initiatives to promote the Shire as a place to live, work, play and invest.
- SCD 1.1 Provide, maintain and improve community infrastructure.
- SCD 1.2 Support the initiatives of the Williams Men's Shed in establishing a facility that will support men's health and well-being.
- SCD 1.3 Maintain a safe and secure environment for the community.
- SCD 2.7 Support implementation of initiatives identified in DAIP, Williams Local Bike Plan, LEMA and other related Plans for the Shire.
- LUE 2.1 Provide quality amenities and accessible public open spaces for the community.
- LUE 2.2 Ensure townsite amenities are maintained and improved where required.
- CL 1.2 Ensure the community remains well informed, well connected and engaged and has the opportunity to actively participate.
- CL 2.1 Maximise and leverage grant funding opportunities to balance and support Council investment.
- CL 2.2 Maintain accountability, transparency and financial responsibility
- CL 3.1 Participate in, and actively collaborate with, the 4WDL VROC on resource sharing opportunities.

Financial Implications

Project based, budgeted for as appropriate. Funding identified and secured where appropriate.

Voting Requirements

Simple Majority

Officer's Recommendation

That the General Projects update be received.

Council Resolution

Major/Watt

That the General Projects update be received.

**Carried 8/0
Resolution 35/19**

The Works Supervisor, Mr Tony Kett, attended the Meeting at 1.20pm to discuss his report.



8.2 WORKS SUPERVISOR'S REPORT

File Reference	12.15.36	
Statutory Reference	N/A	
Author & Date	Tony Kett	11 th September 2018
Attachments	Appendix 1	

8.2.1 WINTER GRADING ACTIVITY

Road Name	Length Graded (km)
Church Rd	1.00
Zilko Rd	19.3
Bates Rd	3.5
Matthews Rd	1.2
Culbin-Boraning Rd	17.7
Higham Rd	3.3
Pig Gully Rd	11.0
Taylor Rd	9.1
English Rd	6.5
Dardadine Rd	21.5
Sattler Rd	5.4
Hurley Rd	13.8
Deep Dene Rd	5.7
Kennedy Rd	2.7
Marling Rd	7.1
Playle Rd	3.7
Total Length for the Month	136.9 Km

8.2.2 ROAD MAINTENANCE WORKS (SEE APPENDIX)

- Winter grading ongoing
- Surface corrections done on Williams-Darkan Rd by Super Civil



8.2.3 2018/19 ROAD CONSTRUCTION PROGRAM

Road Construction Program 2018-2019								
Road No	Road Name (Road Length)	Description of Work	Start SLK	End SLK	Total	Start Date	Finish Date	Comments
10	Pingelly Rd	Seal 7m wide	5.00	6.50				
128	Williams Darkan Road	Reseal	0.00	7.00				
7	Clayton Road	Seal Shoulder	2.00	4.00				
7	Clayton Road	Widen Shoulders	4.00	6.00				
1	York Williams Road	Reseal 3kms	6.10	9.10				
23	Wangeling Gully Road	Install Culverts and Gravel Sheet						
12	Zilko Road	Widen over Culverts						
15	Glenfield Road	Tree Trimming			2.00kms			
9	Dardadine Road	Tree Trimming			2.00kms			
31	Extracts Road	Tree Trimming			2.50kms			
	Town site Drainage	Drainage plan and upgrade						
58	Kelly Road	Replace Culvert						
12	Zilko Road	Gravel Sheet (3kms)						
11	Marradong Road	Drainage and seal failures						
	Various Roads	Gravel Sheetting and Reforming						



8.2.4 MECHANICAL REPORT

Plant Description		Driver	Date Purchased	Hours/Km 22/5/2018	Works Completed this Month
Mazda CX5 WL 16	Light Vehicles	C Ryan	Aug 18	New car	
Toyota Prado 16 WL		G McKeown	Sep 16	62,000 km	
Holden Rodeo Dual Cab Utility WL 5499		Outside staff	Nov 04	258,568 km	
Holden Colorado Dual Cab WL 19		T Kett	Sep 17	29,345 km	
Kia 2 Tonne Truck WL 954		J Cowan	Oct 07	161,170 km	
Isuzu D-Max WL 5802		A Wood	Nov 14	119,403 km	
Isuzu 4x2 Single Cab Ute WL 5826		Maintenance	Nov 16	18,627 km	
Holden Rodeo Single Cab Utility WL 826		Outside staff	Nov 06	124,448 km	
Isuzu 4x2 Single Cab Ute WL 915		J Lenehan	Nov 16	13,829 Km	
Skid Steer Track Loader 1EVV725	Construction Equipment	Outside staff	Sep 15	727 hr	
Multipack Multi-Tyre Roller WL 49		Outside staff	Oct 04	6,973 hr	Repair fuel injector line.
Vibromax Roller WL 126		Outside staff	Sep 04	4,590hr	
Caterpillar 12M Grader WL 61		D Munday	Dec 11	6000 hr	4 new tyres, serviced, fixed oil leak.
Caterpillar 12M Grader WL 361		A Wood	Oct 14	3000 hr	Serviced
721E Case Loader WL 5639		R Gillett	May 12	6,527 hr	Repaired seat. Will have to replace slide rails.
Volvo EC210BLC Excavator WL 499		P Reed	Jul 07	7,576 hr	
John Deere 315SE4 Backhoe WL 745		T Palframan	Sep 01	3,070 hr	
Toro Reelmaster SP Mower WL 5827		Works	Aug 09	1,254hr	
Kubota Generator	Parks & Gardens	Refuse Site		4,512 hr	
Toro Groundmaster 360 WL917		J Cowan	Nov 16	177 hr	
Toro Kholer Ride on Mower WL 5302		J Cowan	Aug 05	661hr	
Honda TRX 4-wheel M/cycle WL 429		J Cowan	Mar 00	1,482 hr	
Toyota DA115 Tip/Water Truck WL 595		J Lenehan	Aug 94	237,320km	
Isuzu FVZ1400 Tip Truck WL093			Dec 03	310,893km	
Merc Benz Actross P-Mover WL91		P Reed	Dec 05	348,108 km	
Isuzu Giga CXZ Tip Truck WL 128		J Murdock	Dec 08	237,626 km	
Isuzu NPR 300 Truck WL 5825		K Sandilands	Jan 13	99,733 km	
SFM S-Tip Trailer WL 3730	Trucks & Trailers	Works	Dec 05	161,500 km	Checked and greased wheel bearings, had cracks in body welded up.
Howard Port. L-Loader 1TIF238		Works	Aug 07	153,550km	
Howard Port. Pig Trail. WL3792		J Murdock	Dec 08	160,600 km	Checked and re-greased wheel bearings, had cracks in body welded up.
'08 Nissan Patrol Fire Ute 1CXV788		BFB Fast attack	Received Feb 16	167,500 km?	



8.2.5 STAFF

- Nil to report

8.2.6 TOWN AND FACILITIES REPORT (SEE APPENDIX)

- Kerbing done at industrial block.
- Pine fencing at south and north end of Lions Park.
- Doing overflow car park at the Lions Park.
- Car park at the industrial block prepared for asphalt sealing.
- Installed solar lights at the Lions Park.
- Have put in a new culvert on Lavender Street.

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

Medlen/Major

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

**Carried 8/0
Resolution 36/19**

Mr Tony Kett left the Meeting at 1.45pm.

The Environmental Health Officer/Building Surveyor, Mr Gordon Tester, attended the Meeting at 1.46pm to discuss his report.



8.3 ENVIRONMENTAL HEALTH / BUILDING SURVEYOR'S REPORT

8.3.1 BUILDING PERMITS

File Reference	13.34.10
Statutory Reference	<i>Building Act 2011, Building Regulations 2012</i>
Author & Date	Gordon Tester 12 September 2018
Attachments	Nil

Comment

Nil return

This reflects the downturn in the building industry at the moment throughout the State.

8.3.2 PRIVATE SWIMMING POOL INSPECTIONS

File Reference	13.34.40
Statutory Reference	<i>Building Act 2011, Building Regulations 2012</i>
Author & Date	Gordon Tester 12 September 2018
Attachments	Nil

Comment

The first inspection of all known private swimming pools within the Shire of Williams was completed during September 2018.

Of the 31 Private Swimming Pools inspected five (5) were determined to comply and one (1) pool was found to have been removed.

Several pool owners have requested further time for compliance which has been granted.

Voting Requirements

Simple Majority

Officer's Recommendation

That the Report on Private Swimming Pool Inspections as presented be endorsed by Council.

Council Resolution

Logie/Cavanagh

That the Report on Private Swimming Pool Inspections as presented be endorsed by Council.

Carried 8/0
Resolution 37/19



8.3.3 APPLICATION FOR DEVELOPMENT-HOUSE & OTHER STRUCTURES-LOT 172, (61) LAVENDER ST, WILLIAMS

File Reference	10.60.15
Applicant	ODan Design and Build Pty Ltd
Owner	Adam Burke
Statutory Reference	<i>Town Planning and Development Act 2005</i>
Author & Date	Gordon Tester 12 September 2018
Attachments	Appendix 1, 2, 3 & 4 – Development Application, Development Plans, BAL Assessment, Applicant's Correspondence

Summary

ODan Design and Build has lodged a development application on behalf of the owner of the development Mr Adam Burke with the Shire, seeking Council's approval to undertake a residential development on Lot 172, (61) Lavender Street. This will entail the construction of a timber framed wall, Colorbond steel clad roof and externally lined with Blue Board with a rendered texture coat stumped house. A future 6 metre by 4 metre shed is also indicated on plans provided by the applicant. A 100,000 litre water supply consisting of two 50,000 litre water tanks is also part of the proposed development.

This property is serviced by a 240 volt power supply with no other services available.

Background

This matter is referred to Council as the proposed development is in the 'Rural Residential' zone requiring development approval.

On 21 June 2018, ODan Design and Build, consultant for the owner of Lot 172, (61) Lavender Street, made application to Council for a residential development on their client's lot consisting of a timber framed, Colorbond steel clad roofed, rendered texture Blue Board externally clad walls stumped house, a future 6 meter by 4 meter shed and two 50,000 litre water supply tanks.

This Lot is zoned 'Rural Residential', 983 m² in area and features an approximate fall of 1.5 metres to the west. The site features clay loam soils with light vegetation classified as grasslands.

A Bushfire Attack Level Assessment (BAL) has been undertaken with the proposed site being determined to have a BAL rating of Flame Zone which is the least desirable rating available due to the high construction costs applicable to buildings constructed in this zone.

The BAL Assessor has however indicated that if this site is managed in minimum fuel condition for example, recognisable as short cropped grass to a nominal height of 100mm, a reduced BAL rating of BAL 19 may be considered.

The completed building and site would be subject to a further inspection by the BAL Assessor.



Statutory Implications

Shire of Williams Town Planning Scheme No2, Clause 4.6 (2).

In considering an application for development approval for a proposed development (including additions and alterations to existing development), Council have regard to the following:

- (1) The colour and texture of external building materials;
- (2) Building size, height, bulk roof pitch;
- (3) Setback and location of the building on its lot;
- (4) Architectural style and design details of the building;
- (5) Relationship to surrounding development; and
- (6) Other characteristics considered by Council to be relevant.

Policy Implications

Council's Outbuilding Policy does not apply to the 'Rural Residential' zone.

Council will only reimburse 50% of the cost of one crossover. This development proposes to have one single crossover.

Comment

The onsite effluent disposal system (septic tank and leach drains) have again produced difficulties at the design stage due to the relatively small size of the property and setting aside approximately 10% of the available land for this purpose while attempting to accommodate the house and associated structures.

As with many lots in this subdivision utilities such as power or water are available at a significant cost, however, this development will not be entirely off grid, 240 volt mains power is available.

The lack of scheme water has resulted in the need for two 50,000 litre water tanks as a minimum water supply for the proposed residence.

The applicant is also intending to develop this lot in the future by constructing a 6,000mm by 4,000mm shed however, no details have been provided in regards to outer cladding, height of walls and the like.

This is significant as Council's Outbuilding Policy is not applicable in this Land Use Zone and each outbuilding is considered on its merits.

The site plan is devoid of a crossover however, one crossover from Lavender Street is all that is required to be installed in accordance with Shire requirements.

This lot has been subject to a Bushfire Attack Level assessment that will require the lot to be maintained in accordance with the provisions of the *Bushfire Act 1954* by keeping the fuel loads on this block at an absolute minimum. Council may wish to consider including the fuel load reduction requirement in its planning conditions.



Also it is now a planning requirement that proposed houses intended to be constructed in a designated Bushfire Zone provide 10,000 litres of water for bush firefighting purposes that is not available for general use and is fitted with a camlock fitting suitable for use by a local bushfire fighting brigade.

It is recommended that Council issue conditional approval for this development.

Strategic Implications

This item aligns with the community’s vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

CL 4.4 Monitor and ensure compliance with regulatory framework for local government business.

Financial Implications

The Shire has received a development application fee based on the value of the development.

Voting Requirements

Simple Majority

Officer’s Recommendation

That Council approve the development application for the construction of a house, shed, and rainwater tanks on Lot 172, (61) Lavender Street, Williams owned by Mr Adam Burke subject to the following conditions:

1. The owner is to maintain Lot 172 Lavender Street in a minimum fuel condition with short cropped grass to a nominal height of 100mm in order to achieve a Bush Fire Attack Level of BAL 19 and the development is to be constructed in accordance with this level of assessment;
2. A minimum of 10,000 litres water supply is to be provided onsite for the purpose of bushfire fighting that is not available for general use and is provided with a camlock fitting that is compatible with the Glenfield Bush Fire Brigade fittings;
3. The proponent must obtain approval for an onsite effluent disposal system;
4. Crossover to be installed to Council’s satisfaction in regards to the installation of verge drainage and subject to the provisions of Council’s Crossover Policy;
5. Development to be undertaken strictly in accordance with approved plans presented to Council and any statutory requirement applicable to the development;
6. Onsite water supply with a minimum combined capacity of 100,000 litres is required; and
7. Storm water to be disposed of to Council’s satisfaction.

Advice Note: The proponent is not to commence building without first obtaining a Building Permit.



Council Resolution

Cavanagh/Watt

That Council approve the development application for the construction of a house, shed, and rainwater tanks on Lot 172, (61) Lavender Street, Williams owned by Mr Adam Burke subject to the following conditions:

1. The owner is to maintain Lot 172 Lavender Street in a minimum fuel condition with short cropped grass to a nominal height of 100mm in order to achieve a Bush Fire Attack Level of BAL 19 and the development is to be constructed in accordance with this level of assessment;
2. A minimum of 10,000 litres water supply is to be provided onsite for the purpose of bushfire fighting that is not available for general use and is provided with a camlock fitting that is compatible with the Glenfield Bush Fire Brigade fittings;
3. The proponent must obtain approval for an onsite effluent disposal system;
4. Crossover to be installed to Council's satisfaction in regards to the installation of verge drainage and subject to the provisions of Council's Crossover Policy;
5. Development to be undertaken strictly in accordance with approved plans presented to Council and any statutory requirement applicable to the development;
6. Onsite water supply with a minimum combined capacity of 100,000 litres is required; and
7. Storm water to be disposed of to Council's satisfaction.

**Carried 8/0
Resolution 38/19**

Mr Gordon Tester left the Meeting at 1.54pm.



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	13 th September 2018
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.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):
CL 2.2 Maintain accountability, transparency and financial responsibility.

Financial implications

Nil

Voting Requirements

Simple Majority

Officer's Recommendation

That the Chief Executive Officer's General Report for September 2018 be received by Council.

During discussion of the items contained in the Chief Executive Officer's General Report, the Council decided to determine a position on a number of matters.

Cr Watt declared a proximity interest for the following CEO General Report Item 'New Industrial Shed – Rental Agreement' and left the Meeting at 2.30pm. The nature of his interest relates to being the owner of land that is adjacent to Lot 403 Marjidin Way, Williams.

New Industrial Shed – Rental Agreement

The Chief Executive Officer advised that the prospective tenant of the industrial shed at Lot 403 (6) Marjidin Way was seeking a 'grace' period before the lease was to take effect, given the time and expense to establish his business at the property, and the delay in completion of some of the site works and other items.



Council Resolution

Cavanagh/Medlen

That Council agrees to Mr Andrew Martin, Great Southern 4x4 and Mechanical, being granted a one month rent free period on the lease of Lot 403 (6) Marjidin Way, Williams, with the lease commencement date being extended from the 1st August 2018 to the 1st September 2018

Carried by Absolute Majority 5/2

Resolution 39/19

Cr Watt returned to the Meeting at 2.35pm.

Water Usage Policy

The Chief Executive Officer advised that following notification to tenants of Council's new Water Use Policy, a number of tenants in Shire houses expressed concern that they will be adversely affected by the 150kl allowance before they started paying for water. They argued that needing to maintain more extensive gardens than required by tenants in community housing justified a higher allowance.

Council Resolution

Cavanagh/Harding

That Council agrees to vary its Water Usage Policy, for a one year trial period, to grant a 300kl water allowance before the tenant is required to pay for water for the rental properties at 8 Fry Street, 6 Richardson Street, 18 Richardson Street and 12 Munthoola Rd.

Carried 8/0

Resolution 40/19

Afternoon Tea

The President adjourned the Meeting for afternoon tea at 3.07pm and the Meeting resumed at 3.33pm.

Council Resolution

Logie/Major

That the Chief Executive Officer's General Report for September 2018 be received by Council.

Carried 8/0

Resolution 41/19



8.4.2 APPLICATION FOR DEVELOPMENT – RESIDING IN A CARAVAN – LOT 215, (36) LAVENDER ST, WILLIAMS

File Reference	10.60.15
Statutory Reference	<i>Caravan Parks and Camping Grounds Regulations 1997</i>
Author & Date	Geoff McKeown 24 th August 2018
Attachment	Nil

Background

In May 2018, Mr Marko Jaksic lodged a development application with the Shire seeking Council approval to undertake a residential development on Lot 215 Lavender Street, Williams. It included the construction of a steel framed Colorbond clad house on steel stumps and the construction of a steel framed Colorbond clad garage addition to the existing shed. A 100,000 litre water supply consisting of two 50,000 litre water tanks was also part of the proposed development along with an open walled gazebo at the front of the house.

At the May 2018 Council Meeting the following resolution was passed:

Council Resolution

Watt / Logie

That Council approve the development application for the construction of a house, garage, gazebo and rainwater tanks on Lot 215, 36 Lavender Street, Williams owned by Mr Marko Jaksic subject to the following conditions:

1. *The proponent is to obtain a Bush Fire Attack Level Assessment and the development is to be constructed in accordance with the level of assessment as determined;*
2. *Lot 215 Lavender Street is to be maintained with reduced fuel loads in accordance with the Bushfire Act of 1954;*
3. *The proponent must obtain approval for an onsite effluent disposal system;*
4. *Crossovers to be installed to Council's satisfaction in regards to the installation of verge drainage and subject to the provisions of Council's Crossover policy;*
5. *Development to be undertaken strictly in accordance with approved plans presented to Council and any statutory requirement applicable to the development;*
6. *No use of power generation equipment that exceeds permitted noise levels is allowed;*
7. *Unauthorised structures are to be removed; and*
8. *Premises are to be restored to a tidy state to Council's satisfaction.*

**Carried 7/0
Resolution 186/18**

Mr Jaksic has now made application to reside in a caravan during the construction of the residence. A caravan was located to the property on the 23rd August 2018.



Comment

A person wishing to camp on their property is required to comply with the *Caravan Parks and Camping Grounds Regulations 1997*. Specific regulations apply in situations where the applicant seeks to reside in a caravan while a building permit has effect on the property. In this case a local government may give approval for a period no longer than 12 consecutive months. The regulations state:

11. Camping other than at caravan park or camping ground

- (1) A person may camp —
 - (a) for up to 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy, and may camp for longer than 3 nights on such land if he or she has written approval under subregulation (2) and is complying with that approval; or
 - (b) for up to 24 consecutive hours in a caravan or other vehicle on a road side rest area; or
 - (c) for up to 24 consecutive hours in a caravan or other vehicle on a road reserve in an emergency, unless to do so would cause a hazard to other road users or contravene any other written law with respect to the use of the road reserve; or
 - (d) on any land which is —
 - (i) held by a State instrumentality in freehold or leasehold; or
 - (ii) dedicated, reserved, or set apart under the *Land Administration Act 1997* or any other written law, and placed under the care, control or management of a State instrumentality,
 in accordance with the permission of that instrumentality; or
 - (e) on any unallocated Crown land or unmanaged reserve, in accordance with the permission of the Minister within the meaning of the *Land Administration Act 1997*, or a person authorised by the Minister to give permission under this paragraph.
- (2) Written approval may be given for a person to camp on land referred to in subregulation (1)(a) for a period specified in the approval which is longer than 3 nights —
 - (a) by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months; or
 - (b) by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months; or
 - (c) despite paragraph (b), by the local government of the district where the land is situated —
 - (i) if such approval will not result in the land being camped on for longer than 12 consecutive months; and
 - (ii) if the person owns or has a legal right to occupy the land and is to camp in a caravan on the land while a permit has effect in relation to the land.



(3) In this regulation —

emergency means a situation where to move the caravan or other vehicle to a more suitable area would constitute an immediate and serious hazard due to the condition of the caravan or other vehicle, or a vehicle towing the caravan, or of the driver, or passengers, of any such vehicle;

permit means a building permit or a demolition permit as defined in the *Building Act 2011* section 3;

Mr Jaksic has advised that effluent disposal, using a chemical toilet, will be off site.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

LUE 1.1 Ensure that the townsite is maintained to a high standard.

Financial implications

Nil

Voting Requirements

Simple Majority

Officer's Recommendation

That Council grant approval for Mr Marko Jaksic to reside in a caravan on his property at Lot 215 Lavender Street Williams under the following conditions:

1. A Building Permit for the proposed residence must be issued;
2. Approval to camp in a caravan is granted for period of twelve (12) months from the date of issue of the Building Permit; and
3. The applicant is to meet all health and safety requirements to the satisfaction of the Shire.

Council Resolution

Harding/Cavanagh

That Council grant approval for Mr Marko Jaksic to reside in a caravan on his property at Lot 215 Lavender Street Williams under the following conditions:

1. A Building Permit for the proposed residence must be issued;
2. Approval to camp in a caravan is granted for period of twelve (12) months from the date of issue of the Building Permit; and
3. The applicant is to meet all health and safety requirements to the satisfaction of the Shire.

**Carried 8/0
Resolution 42/19**



8.4.3 WILLIAMS TOWNSITE STORMWATER MANAGEMENT PLAN

File Reference	12.21.00
Statutory Reference	N/A
Author & Date	Geoff McKeown 30 th August 2018
Attachment	Appendix 1: Draft Williams Townsite Stormwater Management Plan Concept Development Report

Background

Opus International Consultants (Australia) Pty Ltd (now WSP) was appointed to undertake an initial assessment of the stormwater runoff and associated flooding for the townsite of Williams. This is considered to be the first stage of a two stage process, where the second stage will address the development of detailed design solutions to address the flooding issues.

Comment

A copy of the Report is attached as **Appendix 1**. The Report makes a number of recommendations to be addressed in the second stage of the project, including:

1. Collate an increased level of detailed survey of the Williams townsite (e.g., 0.2m accuracy). This could take the form of Landgate information that may already be available or engagement of an independent licenced surveyor;
2. Collation of the asset size and location of the existing stormwater system including open channels, any underground piped networks, gully traps, etc and compile these into a GIS type format which can also be utilised for the Shire's asset management planning. It is likely that this could be compiled in various stages and would commence with the sites where there are known flooding issues;
3. Utilising the information collected from actions 1 and 2, re-assess the minor and major flood routes through Williams. It is suggested that the format for this would be consistent with a Local Management Strategy where the flow rates and direction are presented on a Williams townsite plan view;
4. Adopt the *'manage the flow rates into and through the town'* by;
 - a. Reducing the volume of water discharging into the Piesse Street open channel from sub-catchment 1-1 by constructing a small diversion embankment along Eddington Road to encourage the stormwater runoff into the Williams River catchment;
 - b. Construction of a temporary storage between Piesse Street and Coalling Brook to reduce the stormwater runoff flow rate that is trying to discharge through Bridge 24. It is acknowledged that this is located on private land although it is considered that it can be constructed in a manner that would have minimal impact on the private enjoyment and use of the land. It is likely that this would require updating the current preliminary flood model compiled by WSP to provide clarity of the area and volume that is required;
5. Discussions with the appropriate regulator(s) to determine the potential of selectively clearing the vegetation downstream of the Albany Highway to improve the ability of the waterways to discharge stormwater runoff. It is suggested that this adopts the



- principles associated with a 'Living Stream' environment, a concept that is encouraged by the Department of Water and Environmental Regulation;
6. Consideration of constructing a small embankment along the Williams River adjacent to New Street and Cornwall Terrace to assist with management of water levels overtopping these local roads. This would need to take into consideration the possibility of low points in the area where water may be able to 'bypass' the embankment;
 7. For the laneway between Brooking, New, Growse and Rosseloty Streets, utilise the results of Recommendation 3 above to minimise stormwater runoff collecting in this area.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

LUE 1.4 Identify flood prone areas of townsite and introduce mitigation measures where required.

Financial implications

The 2018/19 Annual Budget includes \$50,000 for townsite drainage planning and implementing design solutions.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council notes the Draft Williams Townsite Stormwater Management Plan Concept Development Report and agrees to proceed to the second stage of the planning process to develop detailed design solutions to address flooding issues.

Council Resolution

Carne/Harding

That Council notes the Draft Williams Townsite Stormwater Management Plan Concept Development Report and agrees to proceed to the second stage of the planning process to develop detailed design solutions to address flooding issues.

**Carried 8/0
Resolution 43/19**



8.4.4 RESEAL WORKS – WILLIAMS DARKAN ROAD AND YORK WILLIAMS ROAD

File Reference	12.15.32
Statutory Reference	Section 3.57 <i>Local Government Act 1995</i> and <i>Local Government (Functions and General) Regulations 1996</i>
Author & Date	Geoff McKeown 3 rd September 2018
Attachment	Nil

Background

It is proposed to undertake reseal works on the Williams Darkan Road and York Williams Road this financial year. The areas to be resealed are 49,000m² and 21,000m² respectively.

Comment

The value of the works is expected to exceed \$150,000; therefore the Shire will need to either:

- Seek at least three (3) quotations from a supplier included in the relevant WALGA Preferred Supplier Arrangement and / or another tender exempt arrangement; or
- Conduct a Public Request for Tender process in accordance with the *Local Government Act 1995* and relevant Shire Policy requirements.

The *Local Government (Functions and General) Regulations 1996* provides the limit on the value of a contract where tenders have to be invited. An extract of the regulations follows:

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
 - (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or
 - (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program;

It is recommended that quotes for this works be obtained through the WALGA Preferred Supplier Program. Detail of the quotes received will be referred to Council for consideration at the October Ordinary Meeting.

Strategic Implications

This item aligns with the community’s vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- | | |
|---------|--|
| LUE 4.1 | Strive for high-quality, well-construction and maintained local road network |
| CL 2.2 | Maintain accountability, transparency and financial responsibility |



Financial Implications

Funds to undertake these projects have been included in the 2018-19 Budget.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council invite quotes through the WALGA Preferred Supplier Program to undertake bitumen reseal works on the Williams Darkan Road and York Williams Road.

Council Resolution

Cavanagh/Medlen

That Council invite quotes through the WALGA Preferred Supplier Program to undertake bitumen reseal works on the Williams Darkan Road and York Williams Road.

**Carried 8/0
Resolution 44/19**



8.4.5 REPLACEMENT OF PRIME MOVER TRUCK AND LIGHT TRUCK

File Reference	12.37.05
Statutory Reference	Section 3.57 <i>Local Government Act 1995</i> and <i>Local Government (Functions and General) Regulations 1996</i>
Author & Date	Geoff McKeown 4 th September 2018
Attachment	Nil

Background

The 2018/19 Annual Budget includes the replacement of the Mercedes Prime Mover Truck WL91 and the Kia Light Truck WL5414. The changeover value in the budget for the Mercedes is \$225,000, with the purchase up to \$250,000 and the trade-in estimated at \$25,000. The changeover for the Kia is \$40,000, with the purchase up to \$45,000 and trade-in estimated at \$5,000.

Comment

The value of the purchase of the Prime Mover Truck is expected to exceed \$150,000; therefore the Shire will need to either:

- Seek at least three (3) quotations from a supplier included in the relevant WALGA Preferred Supplier Arrangement and / or another tender exempt arrangement; or
- Conduct a Public Request for Tender process in accordance with the *Local Government Act 1995* and relevant Shire Policy requirements.

The *Local Government (Functions and General) Regulations 1996* provides the limit on the value of a contract where tenders have to be invited. An extract of the regulations follows:

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
 - (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or
 - (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program;

It is recommended that quotes for both purchases be obtained through the WALGA Preferred Supplier Program. The following Prime Mover models can be chosen from the panel of suppliers: DAF, Freightliner, Fuso, Hino, Isuzu, Iveco, Kenworth, Mack, MAN, Mercedes Benz, Scania, UD, Volvo and Western Star.



Detailed specifications of the Prime Mover will be prepared in advance of seeking quotes to ensure our current trailers are compatible with the new truck and to avoid classification as a Restricted Access Vehicle. Specifications will also be prepared for the Light Truck.

The quotes received will be referred to Council for consideration at the October Ordinary Meeting.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- LUE 4.1 Strive for high-quality, well-construction and maintained local road network
- CL 2.2 Maintain accountability, transparency and financial responsibility

Financial Implications

Funds to undertake these projects have been included in the 2018-19 Budget.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council invite quotes through the WALGA Preferred Supplier Program for the purchase of a new Prime Mover Truck and the trade-in of the Mercedes Prime Mover Truck WL91 and the purchase of a new Light Truck and the trade-in of the Kia Light Truck WL5414.

Council Resolution

Carne/Major

That Council invite quotes through the WALGA Preferred Supplier Program for the purchase of a new Prime Mover Truck and the trade-in of the Mercedes Prime Mover Truck WL91 and the purchase of a new Light Truck and the trade-in of the Kia Light Truck WL5414. Further, Council will offer both the Mercedes Prime Mover Truck and the Kia Light Truck for outright purchase.

**Carried 8/0
Resolution 45/19**

The resolution differed from the recommendation as Council wished to explore the option of disposing of the vehicles by outright purchase in addition to them being offered for trade on a new vehicle.

Cr Carne declared a proximity interest for the following Item, 8.4.6 Development Approval – Out of Hours Work at Narrakine CBH. The nature of her interest relates to being the owner of land that is adjacent to the CBH facility.

Cr Carne left the Meeting at 4.17pm.



8.4.6 DEVELOPMENT APPROVAL – OUT OF HOURS WORK AT NARRAKINE CBH

File Reference	10.60.15
Statutory Reference	Shire of Williams Town Planning Scheme No.2
Author & Date	Geoff McKeown 6 th September 2018
Attachment	Appendix 2: Narrakine (CBH) Out of Hours Noise Management Plan

Background

In May 2017, Cooperative Bulk Handling (CBH) was granted planning approval to undertake the expansion of grain storage facilities on Lot 17 Playle Road, Williams. CBH appointed Georgiou Group Pty Ltd (Georgiou) to undertake the construction, and works have been underway for several months.

Comment

Georgiou has requested approval for out of hours work between the 26/09/2018 and the 30/10/2018. It has indicated that the expansion project is required to be completed prior to harvest commencing in early October. Due to ongoing inclement weather and a request for acceleration of works from the CBH, the project requires some out of hours work to be undertaken.

A Noise Management Plan has been submitted by Georgiou and a copy is attached as **Appendix 2**. It indicates that the plant and equipment to be used during the period 19:00pm to 07:00am Monday to Saturday include a Flat Bed Truck, Light Vehicle (Ute) and Hand Tools (electric). The proposed works include the following (not limited to);

- Assembling mechanical equipment (e.g. conveyors and bulkheads)
- Electrical works (e.g. testing and connections)

The nearest occupied residence to the work site is 1.2kms away. Georgiou indicate that residents will receive a minimum of 24 hours' notice prior to each works occurring outside of hours. It will also implement a complaints management process to deal with any complaints received.

The Shire of Williams Town Planning Scheme No 2 gives direction to Council when considering development applications. In this case the Scheme states that Council should take into consideration any detrimental circumstances that could originate from a proposed use, including noise.

This application can be supported. It is not anticipated that the range of activities to be undertaken, with the plant and equipment to be used, will cause any issues for the nearby residents. Georgiou have a process for addressing any issues if they arise.



Strategic Implications

This item aligns with the community’s vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

CL 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

Nil

Voting Requirements

Simple Majority

Officer’s Recommendation

That Council grants development approval to Georgiou Group Pty Ltd to undertake out of hours work on the expansion of grain storage facilities on Lot 17 Playle Road, Williams between the 26/09/2018 and the 30/10/2018 in accordance with Narrakine (CBH) Out of Hours Noise Management Plan.

Council Resolution

Medlen/Cavanagh

That Council grants development approval to Georgiou Group Pty Ltd to undertake out of hours work on the expansion of grain storage facilities on Lot 17 Playle Road, Williams between the 26/09/2018 and the 30/10/2018 in accordance with Narrakine (CBH) Out of Hours Noise Management Plan.

**Carried 7/0
Resolution 46/19**

Cr Carne returned to the Meeting at 4.18pm.



8.4.7 DEVELOPMENT APPROVAL – MULTIPLE DWELLINGS ON LOT 1899 GLENFIELD ROAD

File Reference	10.60.15
Statutory Reference	Shire of Williams Town Planning Scheme No.2
Author & Date	Geoff McKeown 11 th September 2018
Attachment	Nil

Background

A development application has been received from Mr & Mrs Alex and Sandra Anderson to construct a second dwelling on a 'rural' zoned property.

The Shire of Williams Town Planning Scheme No.2 is not specific in giving direction on multiple dwellings in the 'rural' zone. However, the following wording is relevant:

2.1 APPLICATION OF THE SCHEME

After the gazettal date of the Scheme:-

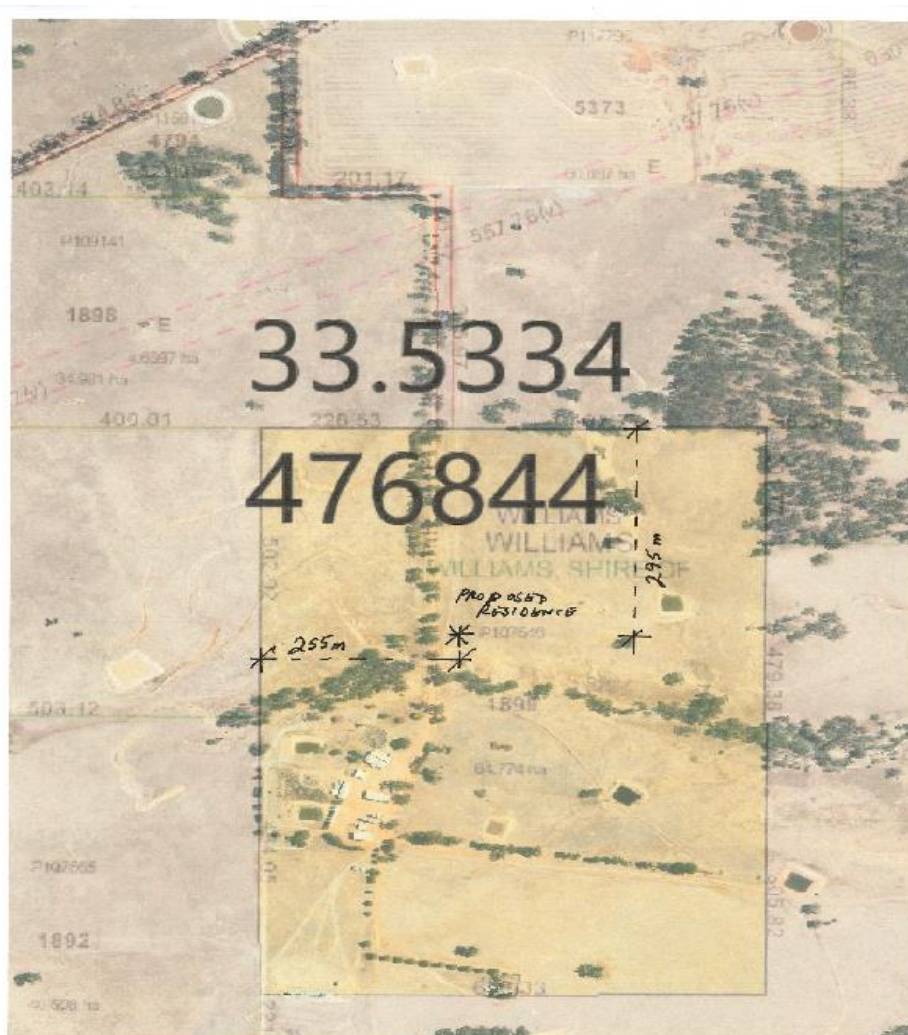
- (1) *Council permission shall be required for any development undertaken within the Scheme Area.*
- (2) *Unless otherwise provided in the Scheme the following operations or uses of land shall not be taken for the purpose of this Scheme to involve development:-*
 - (a) *The use of land in a Reserve where such land is held by the Council or vested in a public authority;*
 - (i) *for the purpose for which the land is Reserved under the Scheme; or*
 - (ii) *in the case of land vested in a public authority, for any purpose for which such land may be lawfully used by that authority;*
 - (b) *the carrying out of works for the maintenance, improvement or other alteration of any building, being works which affect only the interior of the building or which do not materially affect the external appearance of the building;*
 - (c) *the carrying out by a public authority of any works for the purpose of inspecting, repairing or renewing any sewers, mains, pipes, cables or other apparatus, including the breaking open of any street or other land for that purpose;*
 - (d) *the use of any building or other land within the curtilage of a dwelling for any purpose incidental to the enjoyment of the dwelling as such;*
 - (e) *the construction of, or extension to, a single house except:*
 - (i) *in the Rural Residential Zone as provided in Clause 4.5(2)(a); or*
 - (ii) *where the lot on which the single house is proposed does not have frontage access to a constructed road in a dedicated road reserve*
in either of which cases a development application shall be made to Council in accordance with the provisions of this Part of the Scheme.
- (3) *For the avoidance of doubt it is hereby declared that:-*
 - (a) *the use of two or more separate dwellings of any building previously used as a single house involves a material change in the use of the building;*
 - (b) *the deposit of refuse or waste materials on land involves a material change in the use thereof, where the land has not previously been used for that purpose;*

- (c) *the keeping of horses, cattle, sheep, pigs or goats is not a purpose incidental to the enjoyment of a dwelling as stated in 2.1(2)(e) above.*

Advice from Council's Town Planning Consultant is that a proposal for a second dwelling on a 'rural' zoned lot should be dealt with as a development application.

Comment

Mr & Mrs Anderson have indicated in their application that the second dwelling is for an employee/farm worker. The proposed location has access to power and can connect to an existing farm water supply network. The dwelling is also located where it has easy access to Glenfield Road. A map showing the proposed site for the dwelling follows. It also shows existing farm sheds and the principle residence in the lower part of the lot.





Strategic Implications

This item aligns with the community’s vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

CL 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

The Shire has received a development application fee based on the value of the development.

Voting Requirements

Simple Majority

Officer’s Recommendation

That Council grants development approval to Alex and Sandra Anderson to construct a second dwelling on Lot 1899 Glenfield Road, Williams subject to the following conditions:

1. The building and effluent disposal systems having the necessary clearance from the lot boundaries as required under the relevant legislation;
2. The additional dwelling is to provide accommodation for an employee/farm worker; and
3. The applicant is to meet all Health and Building requirements to the satisfaction of Council.

Council Resolution

Major/Medlen

That Council grants development approval to Alex and Sandra Anderson to construct a second dwelling on Lot 1899 Glenfield Road, Williams subject to the following conditions:

1. The building and effluent disposal systems having the necessary clearance from the lot boundaries as required under the relevant legislation;
2. The additional dwelling is to provide accommodation for an employee/farm worker; and
3. The applicant is to meet all Health and Building requirements to the satisfaction of Council.

**Carried 8/0
Resolution 47/19**



8.4.8 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 1995</i>
Author & Date	Geoff McKeown 13 th September 2018
Attachment	Nil

Background

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

There is a requirement under the *Local Government Act 1995* that the Delegations Register is reviewed annually by Council. A procedure included in the Delegations Register is to report to Council the activities or actions that have been performed under 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 Delegations Register.

Comment

Actions performed under delegation during the preceding month 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. \$941,014.41 from the Municipal Fund Cash Management Account to a Term Deposit to invest reserve Fund balances.
2. \$500,000.00 from the Municipal Fund to the Municipal Fund Cash Management Account to generate an interest return.

- **Payment of Creditors – Delegation FMR1**

Delegation - Under section 5.42 of the *Local Government Act 1995*, the Chief Executive Officer is delegated to exercise the powers or discharge the duties of the Council under Regulation 12 of the *Local Government (Financial Management) Regulations 1996*, in regard to the making of payments from the municipal and trust funds.

Action - Payments from the Municipal Fund and Trust Fund as per financial report attached at 8.5.1 of this Agenda.



Strategic Implications

This item aligns with the community’s vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- CL 2.2 Maintain accountability, transparency and financial responsibility.
- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business.

Financial Implications

Payments from the Municipal Fund and Trust Fund have been approved in the 2018/19 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 August 2018.

Council Resolution

Logie/Watt

That Council accepts the report “Use of Common Seal and Actions Performed under Delegated Authority” for the month of August 2018.

**Carried 8/0
Resolution 48/19**

The Manager of Finance, Mrs Cara Ryan, attended the Meeting at 4.28pm to discuss her report.



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	12 th August 2018

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 list of accounts 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 104708 – 104715 totalling \$529,343.18 approved by the Chief Executive Officer be endorsed.



Council Resolution

Watt/Medlen

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104708 – 104715 totalling \$529,343.18 approved by the Chief Executive Officer be endorsed.

**Carried 8/0
Resolution 49/19**

8.5.2 FINANCIAL STATEMENTS

File Reference	4.23.15	
Statutory Reference	N/A	
Author & Date	Cara Ryan	12 th August 2018

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 monthly financial report and municipal bank reconciliation are separate attachments 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 August 2018 be received.

Council Resolution

Watt/Logie

That the financial statements presented for the period ending 31st August 2018 be received.

**Carried 8/0
Resolution 50/19**

Mrs Cara Ryan left the Meeting at 4.52pm.



8.6 COUNCILLORS' REPORTS

Cr Cavanagh gave a brief report on his attendance at the South 32 Community Liaison Committee Meeting noting that there were no matters discussed or determined likely to impact Shire of Williams.

Cr Logie reported on his attendance at the WALGA Central Country Zone Meeting held in Wickepin on the 31st August 2018, which was followed by the opening of the new Pingelly Recreation and Cultural Centre.

The President asked if there was discussion at the Meeting about WALGA's support for the introduction of regulation to licence the sale of commercial firewood and log timber from private property. Cr Logie indicated that this matter was not separately discussed at the Zone Meeting.

Council Resolution

Carne/Major

That Council write to WALGA requesting that it reverse its position that supports the regulation of the sale of commercial firewood and log timber from private property, being considered as part of the review of new Biodiversity Conservation Regulations, highlighting that the enforcement of such regulation is impractical.

**Carried 8/0
Resolution 51/19**

9.0 ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

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

10.1 ELECTED MEMBERS

10.2 OFFICERS

11.0 APPLICATION FOR LEAVE OF ABSENCE



12.0 INFORMATION SESSION

The Chief Executive Officer requested approval of Council to raise a number of matters that are likely to come forward for formal consideration at a future meeting.

Council Resolution

Major/Medlen

That Council approve the Chief Executive Officer raising a number of matters as part of a Council Briefing Session.

**Carried 8/0
Resolution 52/19**

The Chief Executive Officer commenced by reporting on a recent meeting where a recommendation has been made on the style and material to be used for the new niche wall at the Williams Cemetery. It is proposed that the niche wall will be constructed in brick with a polished granite fascia. It is to be located at the rear of the centre roadway.

The Chief Executive Officer briefed Council on two proposals in the 'Commercial' zone on Albany Highway that are likely to be submitted for consideration for development approval at a future meeting.

Cr Logie asked the Chief Executive Officer to follow up with a landowner who is continually parking vehicles on the road verge.

Cr Watt asked for an update on matters relating to the advertising billboard on Albany Highway. The Chief Executive Officer provided detail of advice the Shire had received in relation to its powers to have the structure removed.

Cr Carne mentioned the likely shortage of Justices of the Peace in Williams in coming years and the need to look for more people to take on the role.

Cr Logie raised concern about the deteriorating condition of the Albany Highway, particularly between Williams and Armadale, and the damage it was causing to vehicles that use the road. The Chief Executive Officer was asked to raise the matter at upcoming meetings of the 4WDL VROC and the WALGA Central Country Zone, and write to Main Roads WA on the matter.

Cr Major raised the issue of recent anti-social behaviour in Williams and in particular at the Town Hall Playground. The Chief Executive Officer mentioned that Shire Staff had discussed this matter with the Principal of the Williams Primary School and also spoken with children using the park.

13.0 CLOSURE OF MEETING

There being no further business for discussion the President declared the Meeting closed at 5.54pm.