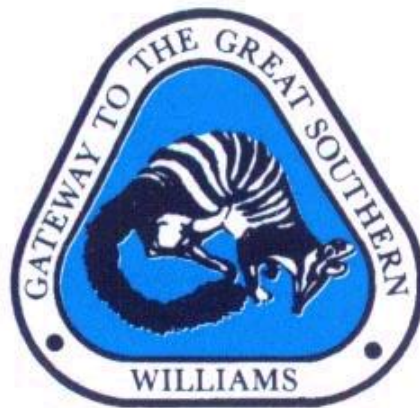


SHIRE OF WILLIAMS

***MINUTES ORDINARY MEETING BE HELD ON WEDNESDAY
22ND APRIL 2015***



COUNCIL DIARY

WEDNESDAY 22ND APRIL 2015

1.00pm

Ordinary Meeting

WEDNESDAY 20TH MAY 2015

1.00pm

Ordinary Meeting



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1. Minutes
2. Appendices
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6. Info Statement



SHIRE OF WILLIAMS

BROOKING STREET, WILLIAMS, WESTERN AUSTRALIA.

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

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

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

Your Ref:

Our Ref:

NOTICE OF MEETING

You are respectfully advised that the next ordinary meeting of Council will be held in the Council Chambers at 1.00pm on Wednesday 22nd April 2015.

Yours faithfully

Ryan Duff
Chief Executive Officer



DISCLAIMER

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

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



AGENDA

1.0 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President declared the meeting opened at 1.00pm.

2.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

(PREVIOUSLY APPROVED)

Cr John Cowcher President
 Cr David Earnshaw Deputy President
 Cr Greg Cavanagh
 Cr Richard Johnstone
 Cr Gilbert Medlen (from 1.33pm)
 Cr Natalie Major
 Cr Jarrad Logie
 Cr Peter Paterson
 Cr Moya Carne

Ryan Duff Chief Executive Officer
 Cara Ryan Manager of Finance
 Heidi Cowcher Economic Development Officer (1.34pm to 2.20pm)
 Tony Kett Works Supervisor (3.47pm to 3.55pm)
 Steve Friend Environ. Health Officer/Building Surveyor (2.22pm to 3.13pm)

Visitors

Marion Price (2.22pm to 2.34pm)

3.0 PUBLIC QUESTION TIME

4.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

5.0 DECLARATIONS OF INTEREST

| DECLARATION OF INTEREST | |
|-------------------------|--|
| Name / Position | Greg Cavanagh/Councillor |
| Item No. / Subject | 8.3.4 Planning Application – Lot352 Pinjarra Williams Rd |
| Type of Interest | Proximity Interest |



6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 AUDIT COMMITTEE MEETING HELD 18TH MARCH 2015

Officer's Recommendation

That the Minutes of the Audit Committee Meeting held on 18th March 2015, as previously circulated, be confirmed as a true and accurate record.

The minutes for the Audit Committee Meeting held 18th March 2015 were accepted by Council at the previous meeting, 18th March 2015.

6.2 ORDINARY COUNCIL MEETING HELD 18TH MARCH 2015

Officer's Recommendation

That the Minutes of the Ordinary Meeting held on 18th March 2015, as previously circulated, be confirmed as a true and accurate record.

Council Resolution

Johnstone/Carne

That the Minutes of the Ordinary Meeting held on 18th March 2015, as previously circulated, be confirmed as a true and accurate record.

**Carried 8/0
Resolution 200/15**

6.3 HWEDA MINUTES HELD 10TH FEBRUARY 2015 (REVISED)

Officer's Recommendation

That the Minutes of the HWEDA Meeting held on 10th February 2015, as previously circulated, be received.

Council Resolution

Cavanagh/Earnshaw

That the Minutes of the HWEDA Meeting held on 10th February 2015, as previously circulated, be received.

**Carried 8/0
Resolution 201/15**



6.4 HWEDA MEETING HELD 14TH APRIL 2015

Officer's Recommendation

That the Minutes of the HWEDA Meeting held on 14th April 2015, as previously circulated, be received.

Council Resolution

Cavanagh/Earnshaw

That the Minutes of the HWEDA Meeting held on 14th April 2015, as previously circulated, be received.

**Carried 8/0
Resolution 202/15**

6.5 4WDL MEETING HELD 14TH APRIL 2015

Officer's Recommendation

That the Minutes of the 4WDL Meeting held on 14th April 2015, as previously circulated, be received.

Council Resolution

Earnshaw/Major

That the Minutes of the 4WDL Meeting held on 14th April 2015, as previously circulated, be received.

**Carried 8/0
Resolution 203/15**

Cr Medlen entered the meeting at 1.33pm.

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 1.34pm to discuss her report.

8.1.1 4WDL WELL AGED HOUSING PROJECT

| | |
|----------------------------|--|
| File Reference | EDO Files |
| Statutory Reference | N/A |
| Author & Date | Heidi Cowcher 15 th April 2015 |

Background

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

- CLGF Regional Funding 2011/12 (complete construction of 10 units)
 - \$1,972,409 (all funding has been expended)
- R4R Regional Community Services Funding (construction of 14 units)
 - \$5,023,646 (\$1,712,467 remaining to spend)
- CLGF Regional Funding 2012/13 (construction of 7 units)
 - \$1,972,409 (\$950,595 remaining to spend)

Additional funding has been sought to construct a further 28 units across the 7 shires – 14 units under the National Stronger Regions Funding (Federal) and 14 units under the Southern Inland Investment Initiative (State) respectively. The applications were for \$5,023,648 each. The outcome of NSRFF should be known in May and SIII in June.

Comment

The 2011/12 CLGFR allocation of \$1,972,409 (plus interest) has all been expended as at 30th September 2014. The Final Report and Acquittal documentation is currently being finalised in preparation for auditing, due 30th April 2015. A quarterly report for activity (nil) from January-March 2015 was submitted 25th March 2015. Until such time as the Final Report has been accepted by the Department we are required to submit quarterly reports even with no activity or expenditure.

The RCSF funding is due for completion by 30th June 2015. The final instalment of \$1.5m will be received this week. The quarterly report for January-March 2015 is due 30th April 2015.



Update on RCSF expenditure:

| Shire | Funds allocated | Remaining | % complete | Units to be built |
|--------------|--------------------|--------------------|-------------------|--|
| West Arthur | \$415,100 | \$130,300 | 68.84% | 2 (under construction) |
| Williams | \$715,000 | \$14,289 | 98.02% | 2 (complete) |
| Wagin | \$688,130 | \$51,585 | 92.56% | 2 (under construction) |
| Dumbleyung | \$664,400 | \$435,871 | 34.88% | 2 (under construction) |
| Lake Grace | \$978,930 | \$297,935 | 69.79% | 3 (1 completed in LG, 2 under construction in Newdegate) |
| Woodanilling | \$707,600 | \$111,223 | 84.40% | 2 (under construction) |
| Kent | \$854,486 | \$211,756 | 75.40% | 2 (project has commenced) |
| TOTAL | \$5,023,646 | \$1,252,959 | inc 75.24% | |
| | + interest | interest | | |

The 2012/13 CLGFR funding (\$1,972,409 to construct 7 units) is due for completion 11th February 2016. The quarterly report for January-March 2015 is due 30th April 2015.

Update on 2012/13 expenditure:

| Shire | Funds allocated | Remaining | Units to be built |
|--------------|--------------------|---------------------|------------------------|
| West Arthur | \$608,082.25 | \$156,087 | 2 (under construction) |
| Williams | \$183,162.25 | \$2441 | 1 (complete) |
| Lake Grace | \$538,082.25 | \$212,749 | 2 (under construction) |
| Woodanilling | \$643,082.25 | \$183,530 | 2 (under construction) |
| TOTAL | \$1,972,409 | \$554,807 | |
| | + interest | inc interest | |

Williams has 5 units that have been completed to practical completion – two funded by CLGF 10/11-11/12 and two funded by RCSF and one funded by CLGF 12/13. The units are now complete, with tenancy will be complete by end of April. NRAS approval has been granted on the 5 properties in Williams.

NRSFF

The funding application and Business case was submitted in November 2014. It is understood that the outcome should be known in May 2015.

SII Funding

The Business Case was submitted on 27th February 2015 and has been assessed by KPMG as part of their due diligence assessment as directed by the Department of Regional Development. The letter stated the following:

The Due Diligence Assessment has been completed and no fatal flaws have been identified. The Project has been provided a 'Strong' rating and the Proponent [Shire of Williams] identified as 'Low Risk'.....The Business Case requires some minor amendments. Once these are addressed, the Department would support this project progressing to the Advisory Group for their endorsement.



The required documentation has been provided to the Department and the Business Case updated as per the advice received. It is understood that an outcome may be known in June 2015.

Financial Implications

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

Voting Requirements

Simple Majority

Officers Recommendation

For information only

8.1.2 WILLIAMS LIONS PARK PRECINCT PLAN

| | | | |
|----------------------------|---------------|------------------|------------|
| File Reference | EDO Files | | |
| Statutory Reference | N/A | | |
| Author & Date | Heidi Cowcher | 15 th | April 2015 |

Background

The Shire applied to the Wheatbelt Development Commission's Community Chest Fund in December 2014 for \$20,000 to assist with the engagement of a suitably qualified professional to provide assistance and design guidance on the proposed redevelopment of the Williams Lions Park. A project brief was prepared (Appendix 1) and was distributed together with a call for EOI to complete this work. A total of five EOIs were received (Appendix 2).

Comment

The Shire received advice on the 20th March 2015 that the funding submission had been successful for \$20,000. The Grant Agreement has been signed by the CEO of the Shire of Williams on 31st March 2015 and the CEO of the WDC on 7th April 2015.

The 5 EOIs received have all been reviewed with a report included in Appendix 3.

WDC have funded the project on the condition that Main Roads confirm their plans for the realignment of the highway and the effect that this may have on the Lions Park Redevelopment. An email was forwarded to Main Roads in December 2014 and March 2015 seeking their advice on the matter. It is WDCs recommendation that Main Roads are actively involved in any plans for redevelopment.

As part of the planning process, it is recommended that a Community Reference Group be established to guide and provide input into the process.



Suggested membership of the group is as follows:

- Councillor representatives (2)
- Main Roads – Craig Manton
- CEO & EDO
- Business Group representatives (2)
- Williams CRC representative
- Community representative

This CRG would provide the necessary guidance to the consultants to ensure that the identified needs and outcomes are adequately addressed.

It is envisaged that at least one community workshop will be held to facilitate and encourage greater involvement by the wider community into the proposed plans for the space. Innovative ways of including the travelling public in this process will also need to be considered. We have received some comments from the travelling public via the sign on the toilets and these have been retained to pass on to the successful consultant to demonstrate the community consultation that we have informally completed to date.

Further involvement of a wider stakeholder group will be invited by calling for comment on the draft plan as presented. Suggested involvement at this level would be Water and Rivers Commission, Aboriginal groups, Department of Parks and Wildlife, Main Roads and Council, as well as any others that may wish to provide input. The draft would be made available for public comment as part of this.

Financial Implications

Subject to the successful professional engaged to complete the work, Council may be required to include a cash contribution in the 2015/16 budget.

Voting Requirements

Simple Majority

Officers Recommendation

1. That Council endorses the CEO signing of the Grant Agreement between the Shire of Williams and the Wheatbelt Development Commission as signed on the 31st March 2015.
2. That Council make recommendation on the selection of a suitably qualified professional to complete the Williams Lions Park Precinct Plan.



Council Resolution

Johnstone/Major

1. That Council endorses the CEO signing of the Grant Agreement between the Shire of Williams and the Wheatbelt Development Commission as signed on the 31st March 2015.
2. That Council appoint the services of UDLA for a contract fee of \$28,600 to develop a Precinct Plan for the Williams Lions Park based on their proposal submitted March 2015.

**Carried 9/0
Resolution 204/15**

8.1.3 GENERAL PROJECTS UPDATE

A number of projects have been completed and are in the process of their respective final reports and acquittal documents being prepared:

- 2011/12 CLGF (Individual) – once fencing around hockey oval complete, a report (with photos) is to be prepared for the Department of Regional Development to finalise the reporting requirements for this project (final report was submitted June 2014)
- 2012/13 CLGF (Individual) – Industrial Shed is now complete and all funding expended, so final report and acquittal (complete with Auditors sign off) will need to be completed by August 2015. Quarterly report on progress January-March 2015 is due 30th April 2015.

Update on various pending Funding Applications

| Project | Funding | Outcome? |
|---|-------------|--------------|
| RBN Local Government Grants (submitted Oct 2014) | \$32,250 | Approved |
| HWEDA WDC CCF (submitted Dec 2014) | \$10,000 | Approved |
| HWEDA PDC CCF (submitted Dec 2014) | \$10,000 | Approved |
| Lions Park WDC CCF (submitted Dec 2014) | \$20,000 | Approved |
| Worsley Jam Tree Lane Gazebo (Public Open Space) (submitted March 2015) | \$5000 | Not approved |
| NSRF (Federal) 4WDL Well Aged Housing Project (submitted Nov 2014) | \$5,023,648 | May 2015 |
| SIII (State) 4WDL Well Aged Housing Project (submitted Feb 2015) | \$5,023,648 | May 2015 |
| Newmont Williams Golf Club (submitted March 2015) | \$5000 | May 2015 |
| Worsley Williams Golf Club (submitted March 2015) | \$5000 | May 2015 |
| Newmont Shire of Williams/Williams Playgroup (submitted March 2015) | \$4065 | May 2015 |
| SGIO Community Help Grant (Hand held WAERN radios) (submitted March 2015) | \$3077.80 | June 2015 |
| WDC Age Friendly Small Value Grant (submitted March 2015) | \$60,000 | June 2015 |



8.1.4 EDO REPORT ACCEPTANCE

Voting Requirements

Simple Majority

Officers Recommendation

That the EDO's report as presented be received.

Council Resolution

Major/Cavanagh

That the EDO's report as presented be received.

**Carried 9/0
Resolution 205/15**

Heidi Cowcher

Economic Development Officer

15th April 2015

Mrs Cowcher left the meeting at 2.20pm

The President adjourned the order of proceedings to attend to the Environmental Health/Building Surveyors Report commencing at Item 8.3.



8.2 WORKS SUPERVISOR'S REPORT

The Works Supervisor Tony Kett entered the meeting at 3.47pm to discuss his report.

File Reference **12.15.36**
 Statutory Reference N/A
 Author & Date Tony Kett 13th April 2015

8.2.1 MAINTENANCE GRADING ACTIVITY

| Road Name | Length Graded (kms) |
|-----------------------------------|---------------------|
| Dardadine Rd | 21.5 |
| Mundays Rd | 8.5 |
| Marling Rd | 7.1 |
| Graham Rd | 1.9 |
| | |
| | |
| Total Length for the Month | 39 km |

8.2.2 ROAD MAINTENANCE WORKS

- Nil to report

8.2.3 UPCOMING WORKS & ITEMS ON ROAD CONSTRUCTION PROGRAM

| Road Name (Road Length) | Description of Work | Start SLK | End SLK | Total | Status | Comment |
|--|---|-----------|---------|-------|---------------------|---------------------------------------|
| York-Williams Rd (19.50km) | Shoulder widening and Seal from 6m to 7m | 11.60 | 18.60 | 7.00 | Tree clearing done. | Gravel in |
| York-Williams Rd (19.50km) 2013-14 RRG Funding | Shoulder widening and Seal from 6m to 7m | 4.60 | 11.60 | 7.00 | | All gravel in, to be mixed and sealed |
| Tarwonga-Dardadine (21.50km) | Clearing, gravel sheeting | 7.60 | 10.60 | 3.00 | Not Started | |
| Brooking St ROW | Seal and Kerb | | | | | Completed |
| Bowling Club Car Park | Seal and Kerb | | | | | Completed |
| Aged Homes | Drainage, seal and kerb | | | | | Completed |
| New Hockey Oval | Install lights and reticulation and plant grass | | | | | Retainer wall in |



8.2.4 MECHANICAL REPORT

| Plant Description | | Driver | Date Purchased | Hours/Kms Dec. 2014 | Works Completed this month |
|---|------------------------|------------------|----------------|---------------------|---------------------------------|
| Ford FG G6E Sedan WL 16 | Light Vehicles | Cara Ryan | July 2011 | 106,567 km | |
| Toyota Kluger 16 WL | | Ryan Duff | 10 Sep 14 | 9,746 km | |
| Holden Rodeo Dual Cab Utility WL5499 | | Maintenance | 5-Nov-04 | 215,838 km | |
| Isuzu D-Max WL 19 | | Tony Kett | 9 –Sep 14 | 8,076 km | |
| Kia 2 Tonne Truck WL 5414 | | Jeff Cowan | 9-Oct-07 | 110,275 km | |
| Holden Rodeo Crew Cab Utility WL842 | | Andrew Wood | 15-Nov-06 | 270,182 km | |
| Holden Rodeo Single Cab Utility WL 826 | | James Lenehan | 20-Nov-06 | 97,135 km | |
| Mitsubishi Triton Single Cab Utility WL 430 | | Stewart Cowcher | 22-Sep-99 | 222,272 km | |
| Multipac Multi-Tyre Road Roller WL49 | Construction Equipment | Ray Scobie | 21-Oct-04 | 5,610 hr | |
| Vibromax Roller WL 126 | | | 29-Sep-04 | 3,588 hr | |
| Caterpillar 12M Grader WL61 | | Richard Hewitt | Dec 2011 | 2,720 hr | |
| Caterpillar 12m Grader WL361 | | Andrew Wood | 20-Oct-06 | 128 hr | |
| 721E Case Loader WL 5639 | | Roger Gillett | May 2012 | 3,760 hr | New front hub seal and bearings |
| Volvo EC210BLC Excavator WL 499 | | Phil Reed | 18-Jul-07 | 5,418 hr | |
| John Deere 315SE4 Backhoe WL 745 | | Trevor Palframan | 17-Sep-01 | 2,181 hr | |
| John Deere MFWD Tractor WL 767 | | Works | 21-Oct-97 | 9,400 hr | |
| Toro Reelmaster SP mower WL5502 | | Works | Aug-09 | 680 hr | |
| Kubota Generator | | Refuse Site | | 2,143 hr | |
| Toro Z597 Ride on Mower WL 731 | Parks & Gardens | Jeff Cowan | 1-Oct-06 | 1,542 hr | |
| Toro Z400 Kholer Ride on Mower WL5302 | | Jeff Cowan | 8-Aug-05 | 533 hr | |
| Honda TRX Four Wheel M/Cycle WL 429 | | Jeff Cowan | 20-Mar-00 | 1,311 hr | |
| Toyota DA115 Tip Truck (Water Truck) WL 595 | | James Lenehan | 24-Aug-94 | 233,600 km | |



| | | | | | |
|--|-------------------|----------------|-----------|------------|---|
| Isuzu FVZ1400 Tip Truck WL 093 | Trucks & Trailers | | 31-Dec-03 | 250,462 km | |
| Mercedes Benz Actross Prime Mover WL91 | | Phil Reed | 21-Dec-05 | 256,706 km | |
| Isuzu Giga CXZ Tip Truck WL 128 | | Justin Murdock | 10-Dec-08 | 164,256 km | |
| Isuzu NPR 300 Truck WL 016 | | Ray Scobie | 21-Jan-13 | 39,219 km | |
| SFM Side Tipping Trailer WL 3730 | | Works | 21-Dec-05 | 107,475 km | |
| Howard Porter Low Loader WL ITIF 238 | | Works | 31-Aug-07 | 106,049 km | |
| Howard Porter Pig Trailer WL3792 | | Justin Murdock | 10-Dec-08 | 106,456 km | Two new hydraulic rams for side tipping door. |

8.2.5 STAFF

- All staff have completed a basic worksite traffic management course and a traffic controller's course.

8.2.6 TOWN AND FACILITIES REPORT

- War memorial installed.

8.2.7 PRIVATE WORKS

- Nil to report.

8.2.8 WORKS SUPERVISOR REPORT ACCEPTANCE

Voting Requirements

Simple Majority Required

Officers Recommendation

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

Council Resolution

Paterson/Earnshaw

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

**Carried 9/0
Resolution 212/15**

Mr Kett left the meeting at 3.55pm



8.3 ENVIRONMENTAL HEALTH / BUILDING SURVEYOR'S REPORT

The Environmental Health/Building Surveyor Mr Friend entered the meeting at 2.22pm to discuss his report.

Mrs Marion Price entered the meeting at 2.22pm as an observer.

8.3.1 BUILDING PERMITS

File Reference 13.34.10
Statutory Reference N/A
Author & Date Steve Friend 15th April 2015

Comment

The following building licenses have been issued under delegation by the EHO/BS:
#357 Quality Builders (G & D Bingham) Lot 20 Albany Highway Transportable Dwelling

Financial Implication

Fees: Shire \$440.29; BSL \$463.47; BCF \$208.56

Voting Requirements

Simple Majority Required

Officers Recommendation

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

Council Resolution

Earnshaw/Medlen

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

Carried 9/0
Resolution 206/15

8.3.2 FOOD PREMISES INSPECTION

File Reference 7.40.41
Statutory Reference N/A
Author & Date Steve Friend 15th April 2015

Comment

Shell Roadhouse – Cleanly maintained

Voting Requirements

Simple Majority Required



Officers Recommendation

That the Food Premises Inspection report be endorsed by Council

Council Resolution

Carne/Johnstone

That the Food Premises Inspection report be endorsed by Council.

**Carried 9/0
Resolution 207/15**

8.3.3 DEVELOPMENT APPLICATION – LOTS 17, 18, 200 ALBANY HIGHWAY

| | |
|----------------------------|---|
| File Reference | 13.34.10 |
| Statutory Reference | Shire of Williams Town Planning Scheme |
| Author & Date | Steve Friend 15 th April 2015 |
| Attachments | Appendix 1 – DA Site Diagram Elevations |

Background

The owners of Lots 16,17, 18 and 200 Albany Highway have sought planning approval to erect a 65m x 20m x 10.5 (ridge height).

The proponents also want to fabricate new sheds and carports etc and sell rainwater tank kits from the premises.

Council has previously been made aware of the proposed use of the land and buildings and agreed to the land being rezoned to facilitate this land use.

Comment

The properties are in the process of being amalgamated as well and the attached site diagram shows Lots 17 and 18 being amalgamated with Lot 200 to make Lot 201.

The Shire of Williams had an amendment to its Town Planning Scheme (Amendment #16) which, amongst other things, added a clause to the Scheme setting out conditions an Industrial zoned Lot should contain (see Appendix 1).

The site diagram shows the existing shed fronting Albany Highway being well in excess of the 16.5m front setback and the plan shows the proposed new building will be 16.5m from the rear boundary.

The proponents are classifying Albany Highway as the front and the Williams Road as the side boundary.



The site plan therefore shows the minimum setback from the side boundary as 9 metres which will give adequate room for car parking in front of the building.

The site diagram shows a “landscaped product display area on the truncation between Albany Highway and Williams Road, which suggests a mixture of products for sale and vegetation.

Clause (4) states a 5m landscaped area in the front setback area so Council could insist on the total frontage along Albany Highway being landscaped without products for sale.

However, the property has never had landscaping along Albany Highway (or Williams Road for that matter) so the proposed landscaped area might suit Council.

As this development adjoins the caravan park, it would not be unreasonable to require landscaping at the rear to “separate” the two properties and give the noise sensitive premises (caravan park) a little more privacy.

The proposal does not say whether the front portions of the properties will be paved or not, but at an earlier meeting, it was mentioned that this was not going to be insisted on.

The new building will adjoin the old building which will create a very large building so Council has to be happy that the size and bulk is what is wanted in this location.

There will be no reflective materials as the proposed new building will be concrete tilt up panels with colorbond above that.

The plans do not show an external office so it has to be presumed that any office, including ablutions will be located within either the existing shed or the proposed extension.

As the proposal has been discussed previously, with only possibly a question about the height of the new building, it is recommended the proposal be approved.

Officers Recommendation

That the proposal by Price’s Erections to develop Lots 16, 17 18 and 200 Albany Highway Williams by erecting a 64m x 20m x 10.5m concrete tilt up panel/colorbond shed and manufacture steel sheds etc from within the building be approve subject to:

- a) No unloading or storage of materials within the front or side setback
- b) The boundary between the rear of the properties and the caravan park being planted with screening plants and this area maintained to the satisfaction of Council
- c) Any product display within the front or side setback to be to the satisfaction of Council
- d) Adequate area for car parking, including disabled car parking be allowed in the front or side setback areas



Council Resolution

Cavanagh/Major

That the proposal by Price's Erections to develop Lots 16, 17 18 and 200 Albany Highway Williams by erecting a 65m x 20m x 10.5m concrete tilt up panel/colorbond shed and manufacture steel sheds etc from within the building be approve subject to:

- a) No unloading or storage of materials within the front or side setback
- b) The boundary between the rear of the properties and the caravan park being planted with screening plants and this area maintained to the satisfaction of Council
- c) Any product display within the front or side setback to be to the satisfaction of Council
- d) Adequate area for car parking, including disabled car parking be allowed in the front or side setback areas .

**Carried 9/0
Resolution 208/15**

Marion Price left the meeting 2.34pm.



Cr Cavanagh has declared a proximity interest in this matter being the owner of Lot 3099 and 3100 Zilko Rd.

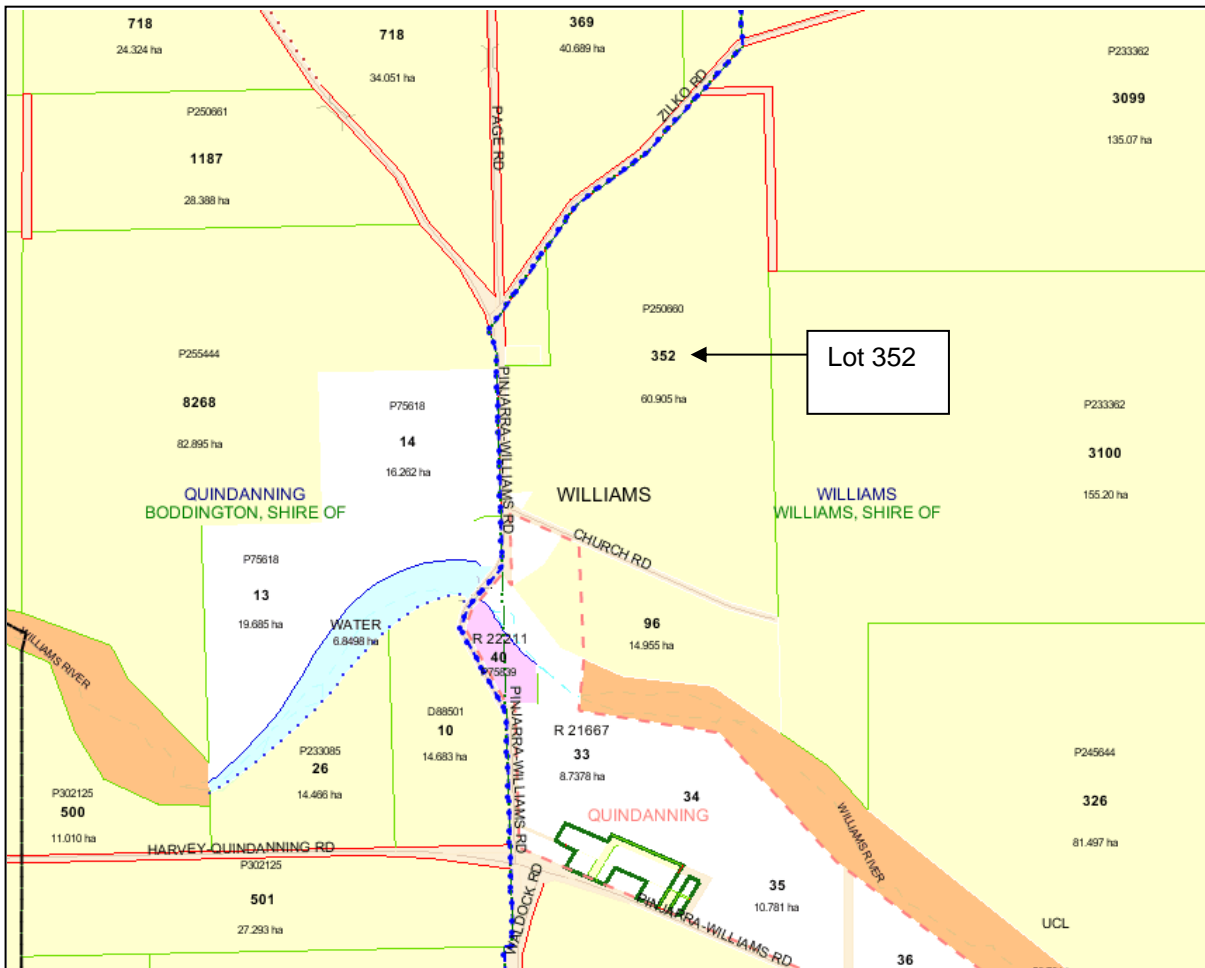
8.3.4 PLANNING APPLICATION – LOT 352 PINJARRA-WILLIAMS RD

Subject Planning Application – Lot 352 Pinjarra-Williams Road, Quindanning
File Reference 10.60.15
Author & Date Liz Bushby, Gray & Lewis Landuse Planners : 16 April 2014

Background

Location

Lot 352 has an approximate area of 60.905 hectares, is gently undulating and it is currently utilised for broad acre agriculture. The lot has frontage to Pinjarra-Williams Road, Church Road and Zilko Road in Quindanning.



The lot is north of the main Quindanning townsite.



Zoning

Lot 352 is zoned ‘Rural’ under the Shire of Williams Town Planning Scheme No 2 (‘the Scheme’).

Clause 4.7 (3) sets out provisions specifically relating to the Rural zone, however it only discusses subdivision requirements.

The Scheme does not set out any objectives for the Rural zone.

Comment

Description of Proposal

The application includes 48 powered caravan and camping sites, 10 transportable dwellings, 1 site manager / reception building, a communal recreation building, amenities, and ancillary development. The applicant has confirmed all accommodation is intended for short stay with no permanent residency.

A copy of the applicants report is included as Appendix 1.

Landuse Permissibility

There are a number of landuses defined in the Scheme which are relevant to this application, and Council has to determine the ‘best fit’ landuse definitions applicable to the development.

The Shire’s Town Planning Scheme does not include a definition of ‘caravan park’. In this circumstance it would reasonable to apply the ‘caravan park’ definition contained in the Model Scheme Text (MST) under the Town Planning Regulations 1967.

All relevant definitions are included below:

| Term | Definition |
|---------------------------|---|
| Caravan Park | Under the MST a caravan park is defined as ‘has the same meaning as in the Caravan Parks and Camping Grounds Act 1995’. Under the Caravan Parks and Camping Grounds Act 1995, a caravan park ‘means an area of land on which caravans, or caravans and camps, are situated for habitation’. |
| Holiday cabins or chalets | ‘means buildings on one lot used or intended for use for holiday purposes, and none of which is occupied by the same tenant for a continuous period of more than four months’. |
| Farm stay | ‘means a residential building, bed and breakfast, chalet or similar accommodation unit used to accommodate short stay guests on a farm or rural property and where occupation by any person is limited to a maximum of three months in any 12 month period’. |
| Caretakers dwelling | ‘means a building used as a dwelling by a person having the care of the building, plant, equipment or grounds associated with an industry, business, office or recreation areas carried on or existing on the same site’ |

The majority of the proposed development falls under the ‘caravan park’ definition.



The 10 transportable buildings proposed for short stay accommodation may reasonably be construed as 'farm stay' as they constitute 'chalet or similar accommodation' located on a rural property, and intended for short stay.

The remaining development includes the caretakers dwelling and ancillary landuses.

A 'caretakers dwelling' is an 'AA' use in the Rural zone under 'Table 1 – Zoning Table' in the Scheme which 'means that Council may, at it's discretion, permit the use'.

The landuse of 'farm stay' and 'caravan park' are uses that are not listed in 'Table 1 – Zoning Table' in the Scheme.

There are two options available to Council in considering 'uses not listed' under Clause 4.3.2 of the Scheme as follows:

Option 1 – Determine the use is not consistent with the objectives and purposes of the Rural zone and is therefore not permitted.

Option 2 - Determine by absolute majority that the proposed use may be consistent with the objectives and purpose of the zone and there after follow the advertising procedures of Clause 2.6 in considering an application for planning consent.

A technical difficulty arises because the Scheme does not specify any objectives for the Rural zone, therefore an assessment of consistency with objectives specified by the Scheme cannot be carried out.

In this unusual circumstance Gray & Lewis recommends a common sense approach is to consider the overarching purpose of the Rural zone which is essentially to cater for farming, extensive agriculture and general agricultural activities.

Council may also have reasonable regard for the objectives outlined in the Western Australian Planning Commission 'State Planning Policy 2.5 – Landuse Planning for Rural areas' as listed below:

- a) To protect rural land from incompatible uses by:
 - i) requiring comprehensive planning for rural areas;
 - ii) making land use decisions for rural land that support existing and future primary production and protection of priority agricultural land, particularly for the production of food; and
 - iii) providing investment security for the existing and future primary production sector.
- b) To promote regional development through provision of ongoing economic opportunities on rural land.
- c) To promote sustainable settlement in, and adjacent to, existing urban areas.
- d) To protect and improve environmental and landscape assets.
- e) To minimise land use conflicts.

The development introduces a 'sensitive' landuse so there is potential for landuse conflict as surrounding land uses include broadacre farming which may produce emissions such as spray drift, noise and odours.

Council should choose Option 1 if it is considered that the proposed landuse is contrary to the objectives for the Rural zone, having regard for the broad objectives outlined in State Planning Policy 2.5.



Notwithstanding the above, Gray & Lewis is mindful that there is potential for landuse conflict to be managed through management practices, landscaping and buffers. The applicant has sited the development to include buffers and landscaping.

It is recommended that Council pursue Option 2 and advertise the application for public comment as it will provide opportunity for consultation to occur with key government agencies, and for Council to take into consideration any submissions by nearby and adjacent landowners.

Landuse Buffers and setbacks

The Environmental Protection Authority Guidelines outlines '*separation distances between Industrial and Sensitive landuses*'. It does not specify a buffer between extensive agriculture and sensitive landuses such as caravan parks.

The guidelines recommend buffers between some types of rural uses and any 'sensitive' landuses such as animal feedlots, hay processing plants, livestock saleyard / holding yard, extensive piggeries and poultry farms.

If the caravan park was approved on Lot 352 then Council would need to have regard for buffers in considering applications in the immediate area, as a caravan park is a 'sensitive' landuse.

The applicant proposes to setback the development envelope over 150 metres from Pinjarra-Williams Road to allow a 'rural buffer' to lots to the immediate west and south. The applicant has indicated the rural buffer will include planting and will be used for grazing purposes '*to add to the character and charm of the proposed accommodation facility*'.

A minimum 10 metre vegetated buffer is also proposed between the development and existing agricultural activities which can continue to operate on the balance area of Lot 352.

The applicant advises that the nearest dwelling is located on the south east corner of Pinjarra Williams Road and Church Road, approximately 240 metres from the proposed development.

Access and Traffic

The application proposes a new crossover and 8 metre wide bitumen driveway to Pinjarra Williams Road. Pinjarra Williams Road is under the care and control of Main Roads Western Australia (MRWA).

Pinjarra-Williams Road is constructed to a rural standard. If Council pursues Option 2 it is recommended that the application be referred to MRWA and advice be sought on:

1. The adequacy of the road width to accommodate movements associated with cars towing caravans.
2. Whether a traffic assessment report should be required as part of the planning assessment.

The application indicates that the landowner has had preliminary discussions with MRWA.

A 6 metre driveway is proposed to Church Road as a secondary emergency access.



Carparking

The application proposes 54 carparking bays to service the caravan park and farm stay (cabins). Three carbays are also provided adjacent to the site office for customers.

The applicant advises the caravan and camping sites have been designed to accommodate 2 vehicles (in addition to a caravan or tent).

Heritage, Visual Impact and Rural Amenity

The land naturally slopes downwards from the north east to the south west, with the lowest levels near the Pinjarra-Williams Road and Church Road intersection.

The contours within the main development footprint range from 212 to 216 therefore there will likely be a need for site works to level the land. No details of bulk earthworks have been provided. The applicant has advised '*it is likely that earthworks, retaining will be required*' and '*once planning approval is granted the proposal will be referred to a civil engineer to determine servicing and earthworks*'.

The development will be visible from Pinjarra Williams Road and Church Road, which has potential to negatively impact on the rural character of the area and rural visual amenity.

Gray & Lewis considers this is particularly significant issue due to the proximity of the land to the Quindanning Hotel which is a registered heritage site by the Heritage Council of WA, and the St Boniface Anglican Church which is on the Shire's Municipal Inventory.

Gray & Lewis has sought advice from the applicant on whether there is scope for landscaping along road frontages or to the west and south of the development. The applicant has advised '*there is scope for the planting of vegetation. The landowner is flexible on this matter and is prepared to work with the Shire*'.

If Council pursues Option 2, it is recommended that the application be referred to the Heritage Council of WA and the National Trust.

It is also recommended that the applicant be requested to address the potential visual impact of the development on the rural landscape and landscape character with regard to vantage points, heritage sites and adjacent landuses. Vegetation and additional landscaping measures should be given high consideration.

Amenities

The development proposes an ancillary communal open space area for guests, communal recreation building, toilet/shower facilities and children's outdoor play area.

Servicing and Water Supply

The application does not provide any significant information on servicing and provision of a potable water supply.

If Council pursues Option 2, it is recommended that the application be referred to the Water Corporation.



The applicant has indicated there is a water pipe in close proximity to the site and water will 'either be provided via reticulated infrastructure or onsite catchment and collection'.

Gray & Lewis has reservations over whether the development can be provided with adequate potable water supply. In the event that the Water Corporation cannot service the development it is recommended that the applicant provide detailed information on water supply for further consideration.

The application proposes to utilise on site effluent disposal and estimates that the facility will generate no more than 21750 litres per day (based on 75% occupancy). The application needs to be referred to the Department of Health.

Drainage

A 'possible drainage basin' has been shown on the site plan however detailed drainage plans can be required as a condition if planning consent is issued by the Shire.

Planning Bulletin 49/2014

The Western Australian Planning Commission has a Planning Bulletin on Caravan Parks dated May 2014. It provides general guidance on the assessment of new sites including site suitability, topography, fire hazard, visual impact, access, amenity and capability.

POLICY REQUIREMENTS

N/A

LEGISLATIVE REQUIREMENTS

Shire of Williams Town Planning Scheme No 2 ('the Scheme'): The main Scheme requirements are discussed in the body of this report however a full planning assessment will be undertaken following advertising.

Clause 2.5 of the Scheme outlines general matters that that Council shall consider in respect to any application for development including and not limited to the demand and adequacy of roads and utilities, any detrimental emissions, the character of the proposed development in relation to the development on adjoining land, the location and adequacy of landscaping for the site, carparking and access.

Caravan Parks and Camping Grounds Act 1995 – requires caravan parks to be licenced and to comply with the Caravan and Camping Grounds regulations 1997.

STRATEGIC IMPLICATIONS

In the event that the application is approved by the Shire, it will introduce a 'sensitive' landuses into the Rural zone. Council would need to consider maintaining buffers to the sensitive landuse in the assessment of any new development in the surrounding area.

SUSTAINABILITY IMPLICATIONS

➤ **Environment**

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

➤ **Economic**

The proposed development has potential to increase employment and business opportunities within Quindanning which could have positive economic implications.



➤ **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

ABSOLUTE MAJORITY

STAFF (CONSULTANT PLANNER) RECOMMENDATION

That Council:

1. Determine by absolute majority that the proposed use (caravan park and farm stay) may be consistent with the objectives and purpose of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 in considering an application for planning consent.
2. Note that the Shire of Williams Town Planning Scheme No 2 does not contain specific objectives for the Rural zone, however is generally understood to be a zone for extensive agriculture and rural uses.
3. Authorise the Chief Executive Officer to advertise the application in accordance with Clause 2.6 of the Scheme with advertising to include referral to nearby and adjacent landowners, Main Roads WA, Health Department of WA, Heritage Council of WA, National Trust, and the Water Corporation. Letters to agencies are to include specific information as outlined in the body of this report.
4. The applicant be advised of the Council decision and be requested to:
 - (i) Address the potential visual impact of the development on the rural landscape and landscape character with regard to vantage points, heritage sites and adjacent landuses. Vegetation and additional landscaping measures should be given high consideration.
 - (ii) Note that the Shire will require additional detailed information on a reliable potable water supply for the development in the event that the Water Corporation indicates it cannot service the proposal.



Council Resolution

Paterson/Johnstone

That Council gives support in principle to the application to establish a caravan park on Lot 352 Pinjarra-Williams Road, submitted by Urban and Rural Perspectives on behalf of Mr B Cowcher.

In order to advertise the proposal under section 2.6 of the Shire of Williams Town Planning Scheme, the applicant be advised that the following information be provided –

- Details of how the effluent generated from the facility is to be disposed of
- Details of how the facility will provide a sufficient potable water supply to service the sites
- Details of the proposed infrastructure including internal road/s, buildings, ablutions etc
- Details of landscaping measures to be undertaken so that amenity of neighbouring properties is maintained and adjacent farming practices can be continued

**Carried 8/0
Resolution 209/15**

8.3.5 UNFIT FOR HABITATION NOTICE

| | |
|----------------------------|--|
| File Reference | 7.10.20 |
| Statutory Reference | Health Act 1911 |
| Author & Date | Steve Friend 17 th April 2015 |

Background

Advice to Council that I have served a Notice of Unfit for Habitation Notice on Lot 43 (10) Growse Street Williams.

Comment

On 17th April 2015 the Williams Police conducted a raid on the dwelling house at Lot 43 (10) Growse Street Williams.

The officer in charge of the raid rang the Shire and requested the Environmental Health Officer attend the premises as they considered there were health issues that required attention.

An inspection of the building revealed squalid conditions, including food scraps and food refuse in the kitchen, dog faeces throughout the house, clothes and rubbish everywhere.

The ceiling and walls of a rear room had been eaten by termites and the ceiling had partially collapsed.

The bathroom walls had had the waterproofing lining removed which is exposing what I believe might be asbestos backing.

Several of the rooms had the windows boarded up which is preventing natural light from entering the premises.

The front and rear gutters are either missing or falling down and the front verandah is collapsing.



As a result of the inspection, I have issued a notice to the owners and occupiers that the house is unfit for habitation and that the notice was to take effect as from the 22nd April 2015.

The delay in immediate action is that the conditions have prevailed for some time it would appear and the weeks' notice will hopefully give the occupants time to vacate the property.

It is proposed that the notice remain on the premises until the building has been brought up to a habitable standard.

This is distinct from the occupants cleaning the premises up.

It is to be hoped that the notice is obeyed by both the owner and the occupants as there is no physical way to enforce the notice.

I will contact the owner to advise him of the Shire's actions and ask that he ensures the premises are vacated.

He will also be made aware that the building is dilapidated and cannot have tenants.

Officers Recommendation

That Council endorses the actions of the Principal Environmental Health Officer in serving an Unfit for Habitation Notice on the owner of Lot 43 (10) Growse Street and that the notice remains until such time as the dwelling house is made habitable or demolished.

Council Resolution

Cavanagh/Logie

That Council endorses the actions of the Principal Environmental Health Officer in serving an Unfit for Habitation Notice on the owner of Lot 43 (10) Growse Street and that the notice remains until such time as the dwelling house is made habitable or demolished

**Carried 9/0
Resolution 210/15**

8.3.6 EHO REPORT ACCEPTANCE

Voting Requirements

Simple Majority

Officers Recommendation

That the EHO's report as tabled be received.

Council Resolution

Cavanagh/Logie

That the EHO's report as tabled be received.

**Carried 9/0
Resolution 211/15**



Afternoon Tea

Council adjourned for afternoon tea at 3.13pm and resumed the meeting at 3.46pm.

The order of the meeting resumed at 3.47pm commencing at 8.2 –Works Supervisor Report.

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 | Ryan Duff 16 th April 2015 |

Background

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

Comment

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

Financial implications

Nil.

Voting Requirements

Simple Majority

Officer's Recommendation

That the Chief Executive Officer's General Report for April 2015 be received by Council.

Council Resolution

Earnshaw/Logie

That the Chief Executive Officer's General Report for April 2015 be received by Council.

Carried 9/0
Resolution 213/15



8.4.2 STRATEGIC COMMUNITY PLAN – WILLIAMS 2022 REVIEW

| | |
|----------------------------|--|
| File Reference | 4.12.36 |
| Statutory Reference | <i>Local Government (Administration) Regulations 1996 - Regulation 19c</i> |
| Author & Date | R.N. Duff 16 th April 2015 |

Background

The Strategic Community Plan process has been undertaken as follows:

June 2012 – Community Survey

July 2012 – Labyrinth Consulting engage to assist in the Community Planning process

25th 26th and 27th September 2012 – Community Forums

- | | |
|---|--------------|
| 1. Seniors, Health, Community Groups and Emergency Services - | 27 attendees |
| 2. Sports, Education, Early Childhood Services and Young Families - | 23 attendees |
| 3. Open Forum | 10 attendees |
| 4. Business Groups including Farming | 35 attendees |

September 2012 – Youth Forum at the Williams Primary School

September 2012 – Seniors Forum at the Community Resource Centre

17th October 2012 – Interim Results presented to Council

- November 2012 Council meeting – Council Endorsed the findings in the Draft Strategic Community Plan.
- Advertising and public comment for a 4 week period closing 14th December 2012.

As at the 14th December 2012 no responses were received.

Formal Adoption of Williams 2022 – February 2013.

Comment

Local Government (Administration) Regulations 1996 - reg 19c below state a full review and renewed long term visioning process should be conducted every four years. This will ensure that community priorities and aspirations are kept up-to-date and remain relevant

At a minimum the Department of Local Government recommends, a **desk-top review** of the Strategic Community Plan should be undertaken every two years.

The Community should also be encouraged to continue to make suggestions and improvements throughout the life of the plan and these comments will be collated and used in the desktop reviews every two years. Any letters or emails from the community with concerns or suggestion about any aspect of the plan will also be collated to help inform future directions for the Shire.

Strategic Plan Review

Councillors have a copy of the Strategic Community Plan – *Williams 2022*. An abridged version of the Strategies, Objectives and Outcomes are attached at **APPENDIX 1**. Time during the meeting shall be set aside to go through the SCP and make any minor amendments if required.

Once adopted by Council the reviewed plan will be advertised and be available to the community.



Legislation

LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996 - REG 19C

19C . Strategic community plans, requirements for (Act s. 5.56)

(1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

(2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.

(3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.

(4) A local government is to review the current strategic community plan for its district at least once every 4 years.

(5) In making or reviewing a strategic community plan, a local government is to have regard to —

(a) the capacity of its current resources and the anticipated capacity of its future resources; and

(b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and

(c) demographic trends.

(6) Subject to sub- regulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.

(7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.

**Absolute majority required.*

(8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

(9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.

(10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

Financial Implications

No expense is incurred to conduct the review.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council conduct a desktop review of the Strategic Community Plan and any amendments are adopted and reported to the Community.



Council Resolution

Carne/Medlen

That Council adopt the desktop review of the Strategic Community Plan and the minor amendments are reported to the community with achievements out of the plan being listed as successes.

**Carried 8/1
Resolution 214/15**

8.4.3 WILLIAMS DARKAN RD – RAV NETWORK CHANGE

| | |
|----------------------------|--|
| File Reference | 12.50.10 |
| Statutory Reference | N/A |
| Author & Date | Ryan Duff 16 th April 2015 |

Background

The Shire of Williams recently received advice from Tianco Transport that they have been contracted to move 9,500 tonne of grain from Tamma Grains in Pingelly to CBH Darkan. This would result in approximately 16 loads per day travelling on the Williams- Darkan Rd.

The Williams Darkan Road is listed as a network 4 road of the Restricted Access Vehicle Network and 25.5km is within the Shire of Williams.

Comment

The Williams Darkan Road may qualify for a Low Volume Classification. RAV Networks 1 to 4 consists of some Low Volume roads (Under 75 vehicles per day) that do not strictly comply with the assessment guidelines. These roads have been approved due to the low traffic volumes and are subject to additional conditions which in this case the below are applicable:

(a) “Type A” Low Volume roads:

- Current written approval from the Road Owner, endorsing use of the road, must be obtained, carried in the vehicle and produced upon request;
- Headlights must be switched on at all times;
- The RAV must not exceed a speed of 80 km/h.

The Shire of West Arthur’s input on this matter will also be sought with the view of preparing a joint submission to Main Roads Heavy Vehicle Operations. Should approval be given for the Williams-Darkan Rd to become Low-Volume the local transport operators would be able to seek a letter from the Shire giving approval to use the road. This would also prevent heavy vehicle through traffic some of which may be going to the Bunge Grain Terminal in Bunbury.



Financial implications

The Williams-Darkan Rd is a local government road and therefore the maintenance responsibility of the road lies with the Shire of Williams and West Arthur. The road is eligible for Regional Road Group funds but the Shire must still come up with 1/3 of the cost of any upgrade or preventative maintenance works such a resealing. Obviously increased heavy vehicle through traffic would increase wear and tear on the road and reduce its useful life.

Voting Requirements

Simple Majority

Officer's Recommendation

1. That the Shire of Williams contact Main Roads and request the Williams-Darkan Rd be classified as a low volume Network 4 RAV route and is subject to the following additional conditions:
 - (a) "Type A" Low Volume road:
 - Current written approval from the Shire of Williams, endorsing use of the road, must be obtained, carried in the vehicle and produced upon request;
 - Headlights must be switched on at all times;
 - The RAV must not exceed a speed of 80 km/h.
2. That the Shire of West Arthur be requested to support the re-classification of the Williams-Darkan Rd.
3. That any transport operator that wishes to use Network 4 RAV's on the Williams-Darkan Rd seek Council approval.
4. That Council delegates the Chief Executive Officer the power to grant or deny Shire approval for Heavy Vehicle Permits on behalf of Council for low volume RAV routes.

Council Resolution

Johnstone/Earnshaw

1. That the Shire of Williams contact Main Roads and request the Williams-Darkan Rd be classified as a low volume Network 3 and 4 RAV route and is subject to the following additional conditions:
 - (a) "Type A" Low Volume road:
 - Current written approval from the Shire of Williams, endorsing use of the road, must be obtained, carried in the vehicle and produced upon request;
 - Headlights must be switched on at all times;
 - The RAV must not exceed a speed of 80 km/h.
2. That the Shire of West Arthur be requested to support the re-classification of the Williams-Darkan Rd.



3. That any transport operator that wishes to use Network 3 or 4 RAV's on the Williams-Darkan Rd seek Council approval.

4. That Council delegates the Chief Executive Officer the power to grant or deny Shire approval for Heavy Vehicle Permits on behalf of Council for low volume RAV routes

Carried 9/0
Resolution 215/15



8.4.4 BROOKING ST ACCESS – RESTRICTED ACCESS VEHICLE NETWORK REQUEST

| | |
|----------------------------|---------------------------------------|
| File Reference | 12.50.10 |
| Statutory Reference | N/A |
| Author & Date | Ryan Duff 16 th April 2015 |

Background

Email correspondence received from CBH:

“Throughout 2014/2015, CBH in conjunction with Main Road WA HVO and WALGA, have been looking into a review of the WA road network used for grain freight.

We have identified the below roads within your shire in which we are seeking your approval for RAV upgrade assessment by MRWA HVO.

| <i>Route/Site</i> | <i>Road</i> | <i>Owner Shire</i> | <i>Assessment</i> | <i>Section</i> |
|--------------------|--------------------|-----------------------|--|----------------|
| <i>Narrakine 2</i> | <i>Brooking St</i> | <i>Shire Williams</i> | <i>RAV 4 Richmond St to Narrogin Rd</i> | |
| | | | <i>RAV 5 Richmond St to Narrogin Rd</i> | |
| | | | <i>RAV 6 Richmond St to Narrogin Rd</i> | |
| | | | <i>RAV 7 Richmond St to Narrogin Rd”</i> | |

Comment

The small section of Brooking St from Narrogin Rd to the Narrakine 2 entry is 45m therefore it is recommended that only this section be placed on the RAV network depending on a number of issues considered by Council being resolved.

Crossover/Intersection

The crossover/intersection shown in the photo below would indicate that it is not suitable for RAV’s and the CEO suspects that any assessment done by Main Roads would require upgrade works to be undertaken at the intersection to allow vehicles to safely negotiate the turn without interference to other traffic.

Road Condition

Again the photo below shows the deteriorating road condition due to heavy vehicle movements. The road width may be suitable once a heavy vehicle is in alignment but given the short distance until the Narrogin Road intersection this may not be an issue if upgrade works were carried out on the CBH intersection.

Bin closure issues

The Shire of Williams may take this opportunity to seek input from CBH regarding the future of the Narrakine 2 site. This site was supposedly going to be decommissioned by CBH.





Financial implications

Any upgrade to the intersection to the CBH site would be at a cost to Council unless an arrangement can be made with CBH or Main Roads. Similar access issues have been identified in other local governments particularly in the Eastern Wheatbelt. The local governments have been provided with Grain Freight Network funding and therefore the CEO believes that the Shire of Williams should not be responsible for any upgrade work costs and expresses this view to CBH.

Voting Requirements

Simple Majority

Officer's Recommendation

1. That the Shire of Williams advises CBH that it is agreeable to the section of Brooking St from Narrogin Rd to the Narrakine 2 site entry being included on the RAV Network as requested subject to the crossover/intersection being upgraded to Main Roads Standard at CBH's cost;
2. That the Chief Executive Officer writes to CBH and seeks written clarification on the future of the Narrakine CBH site.

Council Resolution

Medlen/Paterson

1. That the Shire of Williams advises CBH that it is agreeable to the section of Brooking St from Narrogin Rd to the Narrakine 2 site entry being included on the RAV Network as a requested subject to the crossover/intersection being upgraded to Main Roads Standard at CBH's cost;
2. That the Chief Executive Officer writes to CBH and seeks written clarification on the future of the Narrakine 2 CBH site

**Carried 9/0
Resolution 216/15**



8.4.5 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – FINANCIAL ASSISTANCE GRANTS

| | | |
|----------------------------|--------------|-----------------------------|
| File Reference | 3.3.1 | |
| Statutory Reference | N/A | |
| Author & Date | R.N. Duff | 16 th April 2015 |

Background

The Australian Local Government Association and WALGA have written to Council regarding Financial Assistance Grants (FAG’s) to local government.

FAG’s are a vital part of the revenue base of all councils, and this year councils will receive \$2.3 billion from the Australian Government under this important program.

The Government’s decision in the 2014 Federal Budget to freeze the indexation of FAGs for three years beginning in 2014-15 will unfortunately cost councils across Australia an estimated \$925 million by 2017-18.

ALGA and the state local government associations are seeking the support of Council for advocacy to have the Federal government reverse the decision to freeze the indexation of FAGs.

While the FAGs are paid through each state’s Local Government Grants Commission, the funding originates with the Commonwealth and it is important it is recognised as such. Council, and every other council in Australia, have been asked to pass a resolution acknowledging the importance of the Commonwealth’s Financial Assistance Grants in assisting Council to provide important community infrastructure.

Council is also being asked to acknowledge the receipt of Financial Assistance Grants from the commonwealth in media releases and council publications, including our annual report and to highlight to the media a council project costing a similar size to the FAGs received by Council so that the importance and impact of the grants can be more broadly appreciated.

Comment

In is well known by Council that the Shire of Williams FAG’s are low when compared to like local governments however FAG’s are still an important revenue source to the Shire of Williams and are required to maintain services and facilities for our Community. The Shire of Williams will continue to lobby the Western Australian Local Government Grants Commission for a greater slice of the WA allocation and therefore, any increase in the allocation to the State will increase our FAG’s.

Financial Implications

In 2014/15 the Shire of Williams received the following FAG’s:

| | | |
|------------------------|-----------|---------------------|
| General Purpose Grant | \$115,556 | up from \$95,729 |
| Local Roads Grant | \$295,262 | down from \$296,330 |
| Special Projects Grant | \$56,000 | up from \$40,000 |



Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Acknowledges the importance of federal funding through the Financial Assistance Grants program for the continued delivery of Council's services and infrastructure;
2. Acknowledges that Council will receive \$0.4 million in 2014-15; and
3. Will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in Council publications, including annual reports.

Council Resolution

Paterson/Cavanagh

That Council:

1. Acknowledges the importance of federal funding through the Financial Assistance Grants program for the continued delivery of Council's services and infrastructure;
2. Acknowledges that Council will receive \$0.4 million in 2014-15; and
3. Will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in Council publications, including annual reports

Carried 9/0
Resolution 217/15



8.5 MANAGER OF FINANCE'S REPORT

8.5.1 ACCOUNTS FOR PAYMENT

| | | |
|----------------------------|----------------|-----------------------------|
| File Reference | 4.23.15 | |
| Statutory Reference | N/A | |
| Author & Date | Cara Ryan | 12 th April 2015 |

Background

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

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

Comment

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

Financial Implications

As listed in the recommendation below.

Voting Requirements

Simple Majority

Officers Recommendation

That Municipal Fund Cheques 104355 - 104366, EFT, Bpay and Direct Debits totalling \$190,845.08 approved by the Chief Executive Officer be endorsed and Municipal Fund EFT transfers totalling \$51,932.77 and Municipal Fund Cheques 104367 - 104378 totalling \$5,875.56 be approved for payment.



Council Resolution

Logie/Earnshaw

That Municipal Fund Cheques 104355 - 104366, EFT, Bpay and Direct Debits totalling \$190,845.08 approved by the Chief Executive Officer be endorsed and Municipal Fund EFT transfers totalling \$51,932.77 and Municipal Fund Cheques 104367 - 104378 totalling \$5,875.56 be approved for payment.

**Carried 9/0
Resolution 218/15**

8.5.2 FINANCIAL STATEMENTS

| | | |
|----------------------------|----------------|-----------------------------|
| File Reference | 4.23.15 | |
| Statutory Reference | N/A | |
| Author & Date | Cara Ryan | 12 th April 2015 |

Background

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

Statutory Implications

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

Comment

The financial statements are a separate attachment to this agenda.

Financial Implications

As disclosed in the financial statements.

Voting Requirements

Simple Majority

Officers Recommendation

That the financial statements presented for the period ending 31st March 2015 be received.

Council Resolution

Johnstone/Medlen

That the financial statements presented for the period ending 31st March 2015 be received

**Carried 9/0
Resolution 219/15**



8.6 COUNCILLORS' REPORTS

Cr Medlen attended and discussed the recent Landcare Meeting held on the 10th April 2015. Cr Medlen also discussed the Fire Control Officer training that he attended in Darkan on the 27th March 2015.

Cr Cavanagh discussed the Hotham Williams Economic Development Alliance meeting held at Wandering on the 14th April 2015.

Cr Major attended two consecutive Short Courses, organised by CLGF, on the 26th & 27th March 2015. The first day covered Land Use Planning and the second on Strategy and Risk Management. Cr Major highly recommended that all Councillors should do the Strategy and Risk Management course.

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 Cowcher requested if Council would be agreeable to discuss a possible solution for a wash down area for our local transport businesses. John Logie contacted Cr Cowcher earlier in the week and advised him that he has been given notice that his current wash down area will be unavailable. Would Council consider assisting the local transport business's by providing an alternative location?

Council Resolution

Medlen/Earnshaw

That Council discuss Cr Cowcher's item regarding options for a possible solution for a wash down area for our local transport businesses.

**Carried 9/0
Resolution 220/15**

Council Resolution

Medlen/Cavanagh

That Council requests that the CEO investigate suitable locations to be used as a wash down area for local livestock transport business's. This is to be presented at the next ordinary meeting of Council on the 20th May 2015.

**Carried 9/0
Resolution 221/15**



10.1 ELECTED MEMBERS.

10.2 OFFICERS.

11.0 APPLICATION FOR LEAVE OF ABSENCE

12.0 INFORMATION SESSION

Cr Cavanagh passed on the appreciation from the Quindanning Picnic Race Day Inc. for the use of the Shire's Water Truck. Ticket sales were in excess of 1400.

13.0 CLOSURE OF MEETING

The President declared the meeting closed at 6.06pm.