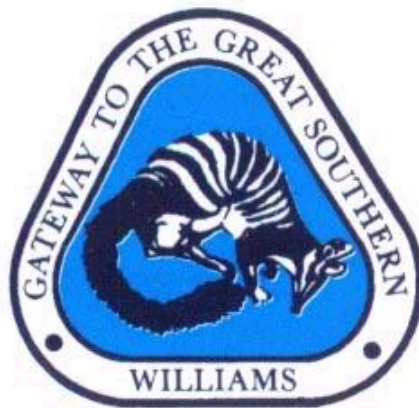


# ***SHIRE OF WILLIAMS***

***MINUTES OF THE ORDINARY MEETING HELD ON  
WEDNESDAY 19TH AUGUST 2015***



## **COUNCIL DIARY**

**WEDNESDAY 19<sup>TH</sup> AUGUST 2015**

1.00pm

Ordinary Meeting

**WEDNESDAY 16<sup>TH</sup> SEPTEMBER 2015**

1.00pm

Ordinary Meeting



TABLE OF CONTENTS

Item	Subject	Page
	NOTICE OF MEETING .....	5
	DISCLAIMER .....	6
<b>1.0</b>	<b>Declaration of Opening / Announcement of Visitors .....</b>	<b>7</b>
<b>2.0</b>	<b>Record of Attendance / Apologies / Leave of Absence (previously approved).....</b>	<b>7</b>
<b>3.0</b>	<b>Public Question Time .....</b>	<b>7</b>
<b>4.0</b>	<b>Petitions / Deputations / Presentations .....</b>	<b>7</b>
<b>5.0</b>	<b>Declarations of Interest .....</b>	<b>7</b>
<b>6.0</b>	<b>Confirmation of Minutes of Previous Meetings .....</b>	<b>8</b>
6.1	4WDL Meeting Held 14 <sup>th</sup> July 2015.....	8
6.2	Ordinary Council Meeting Held 15 <sup>th</sup> July 2015.....	8
6.3	LEMC Meeting Held 29 <sup>th</sup> July 2015 .....	9
6.4	4WDL Meeting Held 11 <sup>th</sup> August 2015 .....	9
6.5	HWEDA Meeting Held 11 <sup>th</sup> August 2015 .....	9
<b>7.0</b>	<b>Announcements by Presiding Member without discussion.....</b>	<b>10</b>
<b>8.0</b>	<b>Reports .....</b>	<b>10</b>
<b>8.1</b>	<b>Economic Development Officer's Report.....</b>	<b>11</b>
8.1.1	4WDL Well Aged Housing Project.....	11
8.1.2	Southern Investment Initiative Financial Assistance Agreement – 4WDL Well Aged Housing Regional Group Project .....	13
8.1.3	Aged Housing – Request to Call for Tenders for Construction of 2 units.....	16
8.1.4	New St Street Trees – Proposed Removal.....	19
8.1.5	Williams Lions Park Redevelopment Precinct Plan .....	21
8.1.6	EDO Report Acceptance .....	22
<b>8.2</b>	<b>Works Supervisor's Report .....</b>	<b>23</b>
8.2.1	Maintenance Grading Activity .....	23
8.2.2	Road Maintenance Works .....	23
8.2.3	2015/16 Road Construction Program.....	24
8.2.4	Mechanical Report.....	25
8.2.5	Staff.....	26
8.2.6	Town and Facilities Report .....	26
8.2.7	Private Works .....	26



## *MINUTES – ORDINARY MEETING OF COUNCIL HELD 19<sup>TH</sup> AUGUST 2015*

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8.2.8	Works Supervisor Report Acceptance .....	26
<b>8.2</b>	<b>Work Supervisor's Report – Late Items .....</b>	<b>27</b>
8.2.9	Roadside spraying – Chapman Rd .....	27
8.2.10	Purchase Skid Steer loader .....	29
<b>8.3</b>	<b>Environmental Health / Building Surveyor's Report .....</b>	<b>31</b>
8.3.1	Building Permits.....	31
8.3.2	Food Premises Inspection.....	31
8.3.3	Waste Water.....	32
8.3.4	EHO Report Acceptance .....	33
<b>8.3</b>	<b>Environmental Health / Building Surveyor's Report – Late Items .....</b>	<b>34</b>
8.3.5	Development Application – Lot 6 (734) Williams-Darkan Road Williams .....	34
<b>8.4</b>	<b>Chief Executive Officer's Report.....</b>	<b>36</b>
8.4.1	Chief Executive Officer's General Report .....	36
8.4.2	Men's Shed .....	37
8.4.3	Regional Road Group – Road Project Grant Submission 2015/16 .....	43
8.4.4	WAPC Application 152368 –Lot 0000 Williams Darkan Rd .....	44
8.4.5	House Repairs – 14 Adam St.....	48
8.4.6	B & R Willcocks – Request to graze Shire property .....	50
8.4.7	Community CCTV Project .....	52
<b>8.5</b>	<b>Manager of Finance's Report .....</b>	<b>54</b>
8.5.1	Accounts for Payment .....	54
8.5.2	Financial Statements .....	55
<b>8.6</b>	<b>Councillors' Reports.....</b>	<b>56</b>
<b>9.0</b>	<b>Elected Members Motions of which Notice has been given. ....</b>	<b>56</b>
<b>10.0</b>	<b>New Business of an Urgent Nature introduced by Decision of Meeting. ....</b>	<b>56</b>
<b>10.1</b>	<b>Elected Members. ....</b>	<b>56</b>
<b>10.2</b>	<b>Officers. ....</b>	<b>56</b>
<b>11.0</b>	<b>Application for Leave of Absence.....</b>	<b>56</b>
<b>12.0</b>	<b>Information Session .....</b>	<b>56</b>
<b>13.0</b>	<b>Closure of Meeting .....</b>	<b>56</b>



**Separate Documents**

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



## SHIRE OF WILLIAMS

BROOKING STREET, WILLIAMS, WESTERN AUSTRALIA.

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

TELEPHONE (08) 9885 1005 FACSIMILE (08) 9885 1020 EMAIL [shire@williams.wa.gov.au](mailto: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 19<sup>th</sup> August 2015.

Yours faithfully

A handwritten signature in black ink, appearing to read "Ryan Duff", written over a horizontal dotted line.

**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 open at 1.04pm.

### 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  
Cr Natalie Major  
Cr Jarrad Logie  
Cr Peter Paterson  
Cr Moya Carne

Ryan Duff      Chief Executive Officer  
Cara Ryan      Manager of Finance  
Tony Kett      Works Supervisor (2.03pm to 2.48pm)  
Steve Friend      Environ. Health Officer/Building Surveyor (2.49pm to 3.02pm)

### 3.0 PUBLIC QUESTION TIME

### 4.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

### 5.0 DECLARATIONS OF INTEREST

DECLARATION OF INTEREST	
Name / Position	Peter Paterson / Councillor
Item No. / Subject	8.4.4 / WAPC Application 152368 – Lot 0000 Williams Darkan Road
Type of Interest	Financial Interest



DECLARATION OF INTEREST	
Name / Position	David Earnshaw / Councillor
Item No. / Subject	8.4.4 / WAPC Application 152368 – Lot 0000 Williams Darkan Road
Type of Interest	Financial Interest

DECLARATION OF INTEREST	
Name / Position	David Earnshaw / Councillor
Item No. / Subject	<i>Late Item 8.3.5 / Development Application – Lot 6 (734) Williams- Darkan Road Williams</i>
Type of Interest	Impartiality Interest

## 6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

### 6.1 4WDL MEETING HELD 14<sup>TH</sup> JULY 2015

#### Officer's Recommendation

That the Minutes of the 4WDL Meeting held on 14<sup>th</sup> July 2015, as previously circulated, be received.

#### Council Resolution

##### *Medlen/Cavanagh*

That the Minutes of the 4WDL Meeting held on 14<sup>th</sup> July 2015, as previously circulated, be received.

**Carried 9/0  
Resolution 33/16**

### 6.2 ORDINARY COUNCIL MEETING HELD 15<sup>TH</sup> JULY 2015

#### Officer's Recommendation

That the Minutes of the Ordinary Meeting held on 15<sup>th</sup> July 2015, as previously circulated, be confirmed as a true and accurate record.



**Council Resolution**

***Earnshaw/Johnstone***

That the Minutes of the Ordinary Meeting held on 15<sup>th</sup> July 2015, as previously circulated, be confirmed as a true and accurate record.

**Carried 9/0  
Resolution 34/16**

**6.3 LEMC MEETING HELD 29<sup>TH</sup> JULY 2015**

**Officer's Recommendation**

That the Minutes of the LEMC Meeting held on 29<sup>th</sup> July 2015, as previously circulated, be received.

**Council Resolution**

***Medlen/Johnstone***

That the Minutes of the LEMC Meeting held on 29<sup>th</sup> July 2015, as previously circulated, be received.

**Carried 9/0  
Resolution 35/16**

**6.4 4WDL MEETING HELD 11<sup>TH</sup> AUGUST 2015**

**Officer's Recommendation**

That the Minutes of the 4WDL Meeting held on 11<sup>th</sup> August 2015, as previously circulated, be received.

**Council Resolution**

***Earnshaw/Medlen***

That the Minutes of the 4WDL Meeting held on 11<sup>th</sup> August 2015, as previously circulated, be received.

**Carried 9/0  
Resolution 36/16**

**6.5 HWEDA MEETING HELD 11<sup>TH</sup> AUGUST 2015**

**Officer's Recommendation**

That the Minutes of the HWEDA Meeting held on 11<sup>th</sup> August 2015, as previously circulated, be received.

**Council Resolution**

***Cavanagh/Johnstone***

That the Minutes of the HWEDA Meeting held on 11<sup>th</sup> August 2015, as previously circulated, be received.

**Carried 9/0  
Resolution 37/16**



**7.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**  
**8.0 REPORTS**



## 8.1 ECONOMIC DEVELOPMENT OFFICER'S REPORT

### 8.1.1 4WDL WELL AGED HOUSING PROJECT

<b>File Reference</b>	EDO Files	
<b>Statutory Reference</b>	N/A	
<b>Author &amp; Date</b>	Heidi Cowcher	12 <sup>th</sup> August 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 (\$541,673 remaining to spend)
- CLGF Regional Funding 2012/13 (construction of 7 units)
  - \$1,972,409 (\$282,580 remaining to spend)

Additional funding has been sought to construct a further 14 units across the 7 shires under the Southern Investment Initiative (State). The application is for \$5,023,648. On 31<sup>st</sup> July, Minister Mia Davies announced that the Shire of Williams had been successful in securing this funding, which will see the completion of the project.

#### Comment

The 2011/12 CLGFR allocation of \$1,972,409 (plus interest) has all been expended as at 30<sup>th</sup> September 2014. The Final Report and Acquittal was completed and signed by the Shire Auditors on 7<sup>th</sup> May 2015 and submitted to the Department for their review. As the report has not been signed off by the Department as yet, the Shire has an ongoing responsibility to submit quarterly reports until we have been released from financial and reporting obligations. A quarterly report for April-June 2015 was submitted on 30<sup>th</sup> June 2015 reporting nil expenditure and nil activity as project is complete.

The RCSF funding has had an extension for the completion of expenditure granted to **30<sup>th</sup> September 2015**, with the final report and acquittal to be submitted by 31<sup>st</sup> December 2015. Once units are complete, the Shire of Williams will conduct an independent inspection of the units across the project area to ensure compliance with Universal Access Design principles as per the FAA. Unit inspections have been completed in Wagin, West Arthur, Woodanilling, Kent and Williams.



Update on RCSF expenditure:

Shire	Funds allocated	Remaining	% complete	Units to be built
<b>West Arthur</b>	\$415,100	\$1836	99.56%	2 (practical completion achieved)
<b>Williams</b>	\$715,000	\$13,451	98.13%	2 (complete)
<b>Wagin</b>	\$688,130	\$0	100%	2 (complete)
<b>Dumbleyung</b>	\$664,400	\$263,707	60.56%	2 (under construction)
<b>Lake Grace</b>	\$978,930	\$182,553	81.47%	3 (1 completed in LG, 2 under construction in Newdegate)
<b>Woodanilling</b>	\$707,600	\$0	100%	2 (complete)
<b>Kent</b>	\$854,486	\$80,932	90.59%	2 (complete)
<b>TOTAL</b>	<b>\$5,023,646 + interest</b>	<b>\$541,673 inc interest</b>	<b>89.29%</b>	

The 2012/13 CLGFR funding (\$1,972,409 to construct 7 units) is due for completion **11<sup>th</sup> February 2016**. The final report will be required to be completed by 11<sup>th</sup> May 2016.

Update on 2012/13 expenditure:

Shire	Funds allocated	Remaining	Units to be built
<b>West Arthur</b>	\$608,082.25	\$19,425	2 (under construction)
<b>Williams</b>	\$183,162.25	\$1907	1 (complete)
<b>Lake Grace</b>	\$538,082.25	\$96,946	2 (under construction)
<b>Woodanilling</b>	\$643,082.25	\$164,302	2 (under construction)
<b>TOTAL</b>	<b>\$1,972,409 (+ interest)</b>	<b>\$282,580 (inc interest)</b>	

The Shire of Williams has expended \$55,787 over its total funding allocation across all funding contributors. At the 4WDL meeting 11<sup>th</sup> August, the group as a whole identified which Shires had expended more than their funding and which were under expended so any remaining funding could be redistributed prior to the end of the project. The Shire of Kent have indicated that they will be underspent by approximately \$40,000 (final figure yet to be confirmed) and the Shire of Woodanilling by \$92,731. The Shire of West Arthur will expend an additional \$87,000 to complete their project.

At the 4WDL meeting, the group resolved that the Shire of Williams would be allocated \$55,787 of the unspent funding, followed by the project management and audit expenses anticipated, then the Shire of West Arthur would be allocated the balance of the remaining unspent funding.

### SII Funding

The funding was officially announced by Mia Davies in Merredin on Friday 31<sup>st</sup> July. The regional project has secured \$5,023,648 to construct 14 units over the project area. This will see the completion of the 45 units that were identified at the commencement of the project in 2009. At



completion the project will have secured over \$15m in funding and constructed 45 units across 7 local governments.

The funding agreement was signed on the 17<sup>th</sup> July 2015, with the project due for completion by December 2018. A revised MOU was signed on 11<sup>th</sup> August and ceases at project completion (December 2018).

#### **Financial Implications**

Nil for 2015/16.

#### **Voting Requirements**

Simple Majority

#### **Officers Recommendation**

For information only.

### **8.1.2 SOUTHERN INVESTMENT INITIATIVE FINANCIAL ASSISTANCE AGREEMENT – 4WDL WELL AGED HOUSING REGIONAL GROUP PROJECT**

<b>File Reference</b>	EDO Files	
<b>Statutory Reference</b>	N/A	
<b>Author &amp; Date</b>	Heidi Cowcher	12 <sup>th</sup> August 2015

#### **Background**

The Shire of Williams is the lead Shire for the 4WDL VROC Well Aged Housing Project. The regional project applied for funding from the WA State Government's Southern Investment Initiative funding (Royalties for Regions) through the Wheatbelt Development Commission in February 2015. The funding request was for \$5,023,648 to construct 14 units across the project area. Advice that the funding was secured was received on 31<sup>st</sup> July. The Shire of Williams will be responsible for the management of the overall project from commencement to completion. This includes applying for the funding, managing the allocation and distribution of funding and ensuring that all reports as requested by the Department are completed in a timely manner including all financial acquittals throughout the project delivery and at completion.

#### **Comment**

The Shire of Williams is required to place the common seal of the Shire onto the Financial Assistance Agreement between the Shire and the Department of Regional Development. The document is to be signed by the Shire of Williams Chief Executive Officer and the Shire President.

The Shire of Kent were included in the initial business case that was submitted for consideration in February 2015, however since this time, the Shire has indicated that they do not have a requirement or demand for a further unit (they were allocated one unit) and the 4WDL VROC group has considered this and determined that the unit would be reallocated to the Shire of



Wagin. The Shire of Wagin has the greatest demonstrated short term need, and so it was resolved that the unit previously allocated to the Shire of Kent would be reallocated to the Shire of Wagin.

#### Project Milestones

Milestone	Performance Measure	Performance Measure Method
Competitive tender process	Tenders called for construction of units	As per LG Act or to satisfaction of Department
Construction of 14 units across project area	Universal Access Design Guidelines used and applied Works completed to specification	Documentation evidence of Universal Access Design Guidelines Certificates of completion from Builder
Tenancy management arrangements finalised	Local Governments and external providers have appropriate tenancy management arrangements in place.	Documentation evidencing tenancy arrangements to satisfaction of Department
Units tenanted	Units tenanted with well-aged residents	Tenancy agreements signed for all units within 12 months of construction completed.

#### Project Timelines

Deliverable	Milestone Date
Completion of all statutory approvals, site works and installation of services	30 March 2016
Commencement of construction	30 March 2016
Completion of construction	31 December 2017
Tenancy completed	30 June 2018
<b>Project Completed</b>	<b>31 December 2018</b>



Funding Drawdown

Deliverable	Payment Details and timing	Drawdown Amount
Execution of FAA by Shire of Williams and DRD	Signing FAA Signing revised 4WDL MOU	\$500,000
Construction commenced	Evidence construction has commenced Evidence of an agreement (MOU) between Shire of Wagin and Wagin Cottage Homes for the management of the developed units by Wagin Cottage Homes Evidence of an agreement (MOU) between Shire of West Arthur and West Arthur Cottage Homes for the management of the developed units by West Arthur Cottage Homes	\$3,000,000
Construction 50% complete	Evidence construction is 50% complete	\$1,523,648
<b>TOTAL</b>		<b>\$5,023,648</b>

**Financial Implications**

The funding secured totals \$5,023,648 to be distributed as follows:

Expenditure	West Arthur	Williams	Wagin	D'yung	Lake Grace	Woodanilling	TOTAL
Services (Tel/gas/elec/water)	\$25,000	\$25,000	\$41,000	\$25,000	\$20,000	\$50,000	\$186,000
Services	\$30,000	\$30,000	\$54,000	\$25,000	\$25,000	\$50,000	\$214,000
Building costs	\$597,664	\$597,664	\$894,664	\$617,664	\$941,496	\$567,664	\$4,216,816
Driveways	\$17,500	\$17,500	\$19,208	\$10,000	\$20,000	\$10,000	\$94,208
Footpath	\$17,500	\$17,500	\$19,208	\$10,000	\$20,000	\$10,000	\$94,208
Fencing	\$15,000	\$15,000	\$24,208	\$15,000	\$25,000	\$15,000	\$109,208
Landscaping	\$15,000	\$15,000	\$24,208	\$15,000	\$25,000	\$15,000	\$109,208
<b>TOTAL</b>	<b>\$717,664</b>	<b>\$717,664</b>	<b>\$1,076,496</b>	<b>\$717,664</b>	<b>\$1,076,496</b>	<b>\$717,664</b>	<b>\$5,023,648</b>
<b>UNITS</b>	<b>2 UNITS</b>	<b>2 UNITS</b>	<b>3 UNITS</b>	<b>2 UNITS</b>	<b>3 UNITS</b>	<b>2 UNITS</b>	<b>14 UNITS</b>
<b>In-Kind</b>							
Land	\$60,000	\$120,000	\$160,000	\$120,000	\$180,000	\$80,000	\$720,000
Project Management	\$15,000	\$15,000	\$22,500	\$15,000	\$15,000	\$15,000	\$97,500
<b>TOTAL</b>	<b>\$75,000</b>	<b>\$135,000</b>	<b>\$135,000</b>	<b>\$135,000</b>	<b>\$195,000</b>	<b>\$95,000</b>	<b>\$817,500</b>



## Voting Requirements

Simple Majority

### Officers Recommendation

That Council endorse the signing and sealing of the Financial Assistance Agreement – Southern Investment Initiative 4WDL Well Aged Housing Project between the Shire of Williams and the Department of Regional Development.

### Council Resolution

#### *Major/Cavanagh*

That Council endorse the signing and sealing of the Financial Assistance Agreement – Southern Investment Initiative 4WDL Well Aged Housing Project between the Shire of Williams and the Department of Regional Development.

**Carried 9/0  
Resolution 38/16**

### **8.1.3 AGED HOUSING – REQUEST TO CALL FOR TENDERS FOR CONSTRUCTION OF 2 UNITS**

**File Reference** 8.4.6

**Statutory Reference** N/A

**Author & Date** Ryan Duff / Heidi Cowcher 12<sup>th</sup> August 2015

#### **Background**

Council has previously declared its intent to construct Aged Units on former Lots 32, 33, 34 New Street and Lot 110 & 111 Growse St. A concept plan of the proposed development of the entire site that incorporated a potential 13 units was endorsed by Council at its May 2011 meeting (EDO Appendix 1).

The aforementioned lots were subdivided and the resultant plan has 10 lots available for construction without removing any existing infrastructure.

Construction was completed of the 5 rear units (Lots 69, 70, 71, 72 & 73) in 2014, with tenancy occurring in May 2015. The funding for the construction of these units was provided by the Royalties for Regions Country Local Government Fund (2010/11, 2011/12, 2012/13) and the Regional Community Services Fund.

The sixth block is the public open space (Lot 75), and this is to be completed with funding provided by the Wheatbelt Development Commission's Age Friendly Communities Funding. It is anticipated that a gazebo, seating, pathways and landscaping will be completed in the next six months.

### Comment

As the project has now secured further funding, and the Shire of Williams is to be allocated \$717,664 to construct a further 2 units, it is proposed that these units are to be constructed on Lots 67 & 68 New Street. The aerial photo below shows the site as it currently is, with Lots 67 & 68 highlighted (estimated drawing only – not to scale).



*Aerial photo – Jam Tree Lane – Lots 67 & 68 Proposed New Units (SII Funded)*

When the concept plan was initially developed, it was proposed that the front units would be 3 bed/2 bath (the rear units are 2 bed/1 bath). The lot sizes are slightly larger so would permit the construction of a slightly larger unit.

It is proposed that prior to tenders being called, that Universal Access Design considerations would be included (as per the FAA) as well as improvements that have been identified since the construction and tenancy of the rear units. It is recommended that prior to the tenders being called, that the Aged Housing Committee (Crs Paterson, Major and Carne) meet to consider these, together with Sharon Wilkie as the officer responsible for all tenancy management of Shire owned units at the Shire.

### Universal Access Design Guidelines minimum standard:

#### **Flat level walkway to entrance**

- 1000mm min width path
- 1200mm x 1200mm level landing area to entrance door

#### **Wide entrance doorway**

- Flush entry
- 850mm clear width door (construct 870mm doors)



### Internal doors & corridors

- All internal doors 850mm clear width (construct 870mm doors)
- Hallways min 1000mm wide throughout
- Door hardware installed min 900mm above finished floor level

### Accessible toilet

- 900mm x 900mm min clear width if located in a separate room
- Studs in walls to permit installation of grab rails in future if required

### Accessible shower

- Hobless
- Shower recess min 900mm x 900mm
- Provide clear space of 1200mm x 1200mm forward of shower recess

### Other considerations worthy of noting (based on feedback from existing tenants):

- Broom cupboard in laundry
- Increased number of power points throughout home (including in the exterior storeroom)
- External power points to be at height to make accessibility easier
- Telephone point above kitchen bench
- Tiled area in front of sliding door to alfresco area
- Rangehood above stove
- Security screen on front door
- Increased storage in bathrooms (suggest mirror cupboard) & enclose area where pipes are exposed
- Window treatments more suitable to tenant requirements
- Installation of grab rails in shower, toilet and bathroom

### Financial Implications

The Shire of Williams is allocated funding of \$717,664 has been secured for this project.

### Voting Requirements

Simple Majority

### Officers Recommendation

That Council call tenders for the construction of two (2) independent living units on Lots 67 & 68 New Street.

### Council Resolution

#### *Johnstone/Paterson*

That Council call tenders for the construction of two (2) independent living units on Lots 67 & 68 New Street.

**Carried 9/0**  
**Resolution 39/16**



#### 8.1.4 NEW ST STREET TREES – PROPOSED REMOVAL

<b>File Reference</b>	EDO Files	
<b>Statutory Reference</b>	N/A	
<b>Author &amp; Date</b>	Heidi Cowcher / Tony Kett	12 <sup>th</sup> August 2015

##### Background

The Shire has secured funding from the WDCs Creating Age Friendly Communities Grant to construct a shared use path on New Street from Rosselloty Street to Albany Highway. The path is proposed to be a 2m wide concrete seal, and will benefit considerably the new residents of Jam Tree Lane. Funding has recently also been secured to construct 2 more units between Jam Tree Lane and New Street, with street frontages being New Street.

##### Comment

There are a number of trees that will need to be considered for removal to be able to safely construct a shared use path as well as to ensure accessibility and the ongoing safety for the residents of the two new independent living units



1

*Tree to be removed*



2

*Tree to be removed*



3

*?? Tree to be removed ??*



4 – Trees in front of Jam Tree Lane subdivision (4 in total)



Tree to be removed

Lot 68 (site pegs marked in red)



Lot 67 (site pegs marked in red)

### Financial Implications

The cost of the removal of the trees will need to be funded from Shire funds.



### Voting Requirements

Simple Majority

### Officers Recommendation

That Council determine which trees should be removed and which retained.

### Council Resolution

#### *Logie/Medlen*

That Council endorse the removal of all four (4) trees in front of Jamtree Lane subdivision as presented in this report.

**Carried 9/0  
Resolution 40/16**

### 8.1.5 WILLIAMS LIONS PARK REDEVELOPMENT PRECINCT PLAN

<b>File Reference</b>	EDO Files	
<b>Statutory Reference</b>	N/A	
<b>Author &amp; Date</b>	Heidi Cowcher	12 <sup>th</sup> August 2015

### Background

The Shire applied to the WDC's Community Chest Funding 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. The Shire received advice that the funding had been successful in March 2015 and in April appointed UDLA to complete the work.

### Comment

A Community Reference Group has been established, made up of Crs Major and Carne, Craig Manton from Main Roads, Lawrence Rose from the Williams Business Group and Debbie Kemp from the Williams CRC. The CEO and EDO are part of the committee, ex-officio.

UDLA have considered the two sites and completed a site selection and visioning and framework brief and present for consideration the attached. (EDO Appendix 3).

### Financial Implications

Funds have been budgeted for in the 2015/16 Budget.

### Voting Requirements

Simple Majority

### Officers Recommendation

That Council consider the two sites and make a recommendation as to the preferred site option to be further developed.



**Council Resolution**

***Carne/Major***

That Council requests that the CEO consults with Main Roads and provides a copy of the UDLA Report for comment. Upon receiving feedback from Main Roads Council will consider the 2 options before presenting the report to the community for public comment.

**Carried 9/0  
Resolution 41/16**

**8.1.6 EDO REPORT ACCEPTANCE**

**Voting Requirements**

Simple Majority

**Officers Recommendation**

That the EDO's report as presented be received.

**Council Resolution**

***Logie/Earnshaw***

That the EDO's report as presented be received.

**Carried 9/0  
Resolution 42/16**

**Heidi Cowcher**

**Economic Development Officer**

**14<sup>th</sup> August 2015**



## 8.2 WORKS SUPERVISOR'S REPORT

Works Supervisor Tony Kett attended the meeting at 2.03pm to discuss his report.

File Reference	12.15.36	
Statutory Reference	N/A	
Author & Date	Tony Kett	10 <sup>th</sup> August 2015

### 8.2.1 MAINTENANCE GRADING ACTIVITY

Road Name	Length Graded (kms)
Quindanning-Darkan rd.	18.2
Daradine rd.	21.5
Sattler rd.	5.4
Hurley rd.	13.8
Zilkos rd.	19.3
Hillman-Dardadine rd.	1.8
Mundays rd.	8.7
Johnstone rd.	1.2
Plank rd.	4.7
<b>Total Length for the Month</b>	<b>94.6 km</b>

### 8.2.2 ROAD MAINTENANCE WORKS

- Patch and drainage on Darkan Rd



### 8.2.3 2015/16 ROAD CONSTRUCTION PROGRAM

Road Construction Program 2015-16								
Road No	Road Name (Road Length)	Description of Work	Start SLK	End SLK	Total	Start Date	Finish Date	Comments
128	Williams Darkan Rd	Repair failed sections				Jul-15	Jul-15	Drainage dug, seal at later date
8	Tarwonga Dardadine (21.50km)	Clear, widen & gravel sheet to 9m	5.00	12.50	7.50	Jul-15	Aug-15	Gravel sheeting complete. Minor tree trimming continuing
31	Extracts Rd (12.25km)	Tree trimming and repair failed section	Various slks			Aug-15	Sep-15	
10	Pingelly Rd (8.01km)	Seal to 7m	0.00	0.50	0.50	Sep-15	Nov-15	
1	York-Williams Rd (19.50km)	Seal previous sections	12.20	19.50	7.30	Sep-15	Nov-15	
67	Brooking Street	Footpath	0	0.27	0.27	Oct-15	Nov-15	
68	Growse St	Footpath	0	0.32	0.32	Oct-15	Nov-15	
	Road to be decided	Reseal	0.00	6.00	6.00	Nov-15	Nov-15	
11	Marradong Rd (11.45km)	Repair drainage and reconstruct failed sections	Various slks		1.00	Nov-15	Nov-15	
75	Cornwall Tce	Re-align intersection	0.50	5.31	4.81	Dec-15	Dec-15	
25	Cowcher Rd	Repair culvert running surface				Jan-16	Jan-16	
15	Glenfield (13.63km)	7m seal	0.50	5.31	4.81	Jan-16	Mar-16	
12	Zilko Rd (19.31km)	Widen & gravel sheet to 9m	13.00	14.50	1.50	Mar-16	Apr-16	
12	Zilko Rd (19.31km)	Tree trimming	Various slks			Mar-16	Apr-16	
2	Darkan Quindanning (30.3)	Tree trimming - south end 14.7km	Various slks			Apr-15	May-15	



## 8.2.4 MECHANICAL REPORT

Plant Description		Driver	Date Purchased	Hours/Kms July 2015	Works Completed this month
Ford FG G6E Sedan WL 16	Light Vehicles	Cara Ryan	July 2011	132,931km	
Toyota Kluger 16 WL		Ryan Duff	10 Sep 14	28,759 km	
Holden Rodeo Dual Cab Utility WL5499		Maintenance	5-Nov-04	223,966 km	
Isuzu D-Max WL 19		Tony Kett	9 –Sep 14	28,500 km	
Kia 2 Tonne Truck WL 5414		Jeff Cowan	9-Oct-07	129,600 km	
Holden Rodeo Crew Cab Utility WL842		Andrew Wood	15-Nov-06	285,069 km	
Holden Rodeo Single Cab Utility WL 826		James Lenehan	20-Nov-06	104,128 km	
Mitsubishi Triton Single Cab Utility WL 430		Stewart Cowcher	22-Sep-99	224,716 km	
Multipac Multi-Tyre Road Roller WL49	Construction Equipment	Ray Scobie	21-Oct-04	5,802 hr	New diff etc in.
Vibromax Roller WL 126			29-Sep-04	3,802 hr	
Caterpillar 12M Grader WL61		Richard Hewitt	Dec 2011	3,289 hr	
Caterpillar 12m Grader WL361		Andrew Wood	20-Oct-06	767.6 hr	
721E Case Loader WL 5639		Roger Gillett	May 2012	4,160hr	
Volvo EC210BLC Excavator WL 499		Phil Reed	18-Jul-07	5,827hr	
John Deere 315SE4 Backhoe WL 745		Trevor Palframan	17-Sep-01	2,354 hr	
John Deere MFWD Tractor WL 767		Works	21-Oct-97	9,551 hr	
Toro Reelmaster SP mower WL5502		Works	Aug-09	796 hr	
Kubota Generator	Parks & Gardens	Refuse Site		2,570 hr	
Toro Z597 Ride on Mower WL 731		Jeff Cowan	1-Oct-06	1,628 hr	
Toro Z400 Kholer Ride on Mower WL5302		Jeff Cowan	8-Aug-05	552 hr	
Honda TRX Four Wheel M/Cycle WL 429		Jeff Cowan	20-Mar-00	1,332 hr	
Toyota DA115 Tip Truck (Water Truck) WL 595		James Lenehan	24-Aug-94	233,800 km	
Isuzu FVZ1400 Tip Truck WL 093	Trucks & Trailers		31-Dec-03	273,335 km	New front seal
Mercedes Benz Actross Prime Mover WL91		Phil Reed	21-Dec-05	269,079 km	Serviced



Isuzu Giga CXZ Tip Truck WL 128		Justin Murdock	10-Dec-08	180,424km	Serviced
Isuzu NPR 300 Truck WL 016		Ray Scobie	21-Jan-13	50,313 km	Serviced
SFM Side Tipping Trailer WL 3730		Works	21-Dec-05	115,400 km	
Howard Porter Low Loader WL ITIF 238		Works	31-Aug-07	113,500km	
Howard Porter Pig Trailer WL3792		Justin Murdock	10-Dec-08	122,300 km	

#### 8.2.5 STAFF

- Nil to report

#### 8.2.6 TOWN AND FACILITIES REPORT

- Nil to report

#### 8.2.7 PRIVATE WORKS

- Price's crossover

#### 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

##### *Earnshaw/Logie*

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

**Carried 9/0**  
**Resolution 43/16**

#### LATE ITEMS

#### Council Resolution

##### *Cavanagh/Medlen*

That the following late items be accepted for discussion.

**Carried 9/0**  
**Resolution 44/16**



## 8.2 WORK SUPERVISOR'S REPORT – LATE ITEMS

### 8.2.9 ROADSIDE SPRAYING – CHAPMAN RD

File Reference	12.15.36
Statutory Reference	N/A
Author & Date	R.N. Duff 19 <sup>th</sup> August 2015

#### Background

Correspondence has been received from Williams Newton-Wordsworth regarding roadside spraying carried out on Chapman Rd

*Last year in winter we had a situation where the trees on Chapman Rd were sprayed up to approximately 3 metres or more high, in what looked like a crude attempt at chemical pruning. I rang our CEO Ryan Duff, he came and inspected what had happened last year, did not seem too concerned, and this year the same has happened. Last year when I raised it with Ryan he led me to believe the council workers had done the spraying, so at this point I am assuming this is the case this year. Please let me know if it is not, as if it is not the council, then it is illegal spraying. I attach photos of trees and roadside verges on Chapman Rd so you can see this year's damage. I have left a message with council reception over a week ago for Ryan about this matter, and to date have not heard anything more.*

*I do not see that "chemical pruning" is appropriate or part of normal good practice roadside tree maintenance. To spray up trees as high in some places as 3 metres, is primarily going to damage the health of the tree in the long term. My understanding is that if roadside vegetation should be pruned, then it is to be done mechanically. As a ratepayer and one whose rates are paying for this action (if the council has done it), I am very unhappy that trees are being sprayed on a yearly basis up the trunks and branches. I do not see anything like this in other shires wherever I travel, so what is going on here in Williams?*

*I would be very grateful if you would please address a number of issues for me that arise out of this:-*

- 1. Was this the work of council employees ... and if so why was it done, and why was there no change from last year?*
- 2. If it was not the work of the council employees, as it is illegal spraying what steps will council take to prevent a repeat next year?*
- 3. Main Roads have granted us a no spray zone on the main Pinjarra – Williams Rd through our property "Boraning". We are certified bio-dynamic (organic) and as you will see from the pictures attached, the spraying is careless at the very least, close to our boundary, and potentially*



*contaminating water running off onto our land. Please be aware that this spraying occurs on the side of a steep slope, and water does run off there straight into our dams and paddocks. And as you will see, the spraying is right next to our fence, and very very close to our pastures. Main Roads grants no spray zones in our situation to avoid any contamination issues which could potentially cause problems for our certification, and therefore expensive and unnecessary litigation. Will council please grant a no spray zone for Chapman Rd as it runs between our land for most of the distance, and with this kind of careless spraying is a risk to our business where we must guarantee that chemicals do not get on our land and into the food we are selling.*

*I invite all councillors to come and inspect the road for themselves and to phone me to discuss this matter.*

*My thanks to you all for your ongoing work for all of us, and your attention to this matter which is important to me and my family.*

#### **Comment**

A conversation was had with Mr Newton-Wordsworth last year and unfortunately there was a lack of communication between the CEO and works staff therefore no instruction was given either way on how to proceed this year. It was the intention of the CEO to discuss this matter with Council to seek direction.

In response to the correspondence the CEO will advise that the Shire of Williams did carry out the spraying on Chapman Rd and that Mr Newton-Wordsworth's request from last year was unfortunately not acted upon. The CEO is also requesting direction from Council on the future of roadside spraying on Chapman Rd.

#### **Financial Implications**

Nil.

#### **Voting Requirements**

Simple Majority

#### **Officer's Recommendation**

For consideration

#### **Council Resolution**

##### ***Johnstone/Major***

That Council suspend spraying chemicals on Chapman Rd adjacent to Newton-Wordsworth property.

**Lost 2/7  
Resolution 45/16**



### Council Resolution

#### Major/Carne

That Council advises Mr Newton-Wordsworth that Council will continue to carry out roadside spraying on Chapman Rd when deemed necessary, but only after a formal Roadside Spraying procedure has been adopted by Council. The Roadside Spraying procedure is to include a risk assessment and will follow best practice guidelines.

**Carried 8/1  
Resolution 46/16**

### 8.2.10 PURCHASE SKID STEER LOADER

**File Reference** 12.37.00

**Statutory Reference** N/A

**Author & Date** R.N. Duff 19<sup>th</sup> August 2015

### Background

Council have included the purchase of a Skid Steer loader in the 2015-16 Budget.

### Comment

Quotations have been sought and the following received

Supplier	Make	Model	Cost (Ex GST)	Sweeper	Bucket	Pallet forks	Total	Comments
Boya Equipment	Kubota	SVL 75	\$ 60,850	\$ 6,500	\$ 2,150	\$ 1,400	\$ 70,900	
CJD	Volvo	MCT135C	\$ 92,000				\$ 92,000	All included
ASV Sales	Terex	PT-50	\$ 87,910	\$ 5,488		\$ 1,070	\$ 94,468	
Westrac	Cat	257D	\$ 95,480	\$ 11,440		\$ 1,500	\$ 108,420	
McIntosh & Son	Case	TR270	\$ 69,370	\$ 6,500	\$ 2,150	\$ 1,400	\$ 79,420	Attachments estimated

### Financial Implications

Council included an amount of \$75,000 in the Budget

### Voting Requirements

Simple Majority

### Officer's Recommendation

That Council purchase Kubota SVL75 Skid Steer Loader as quoted from Boya Equipment

### Council Resolution

#### Cavanagh/Logie

That Council purchase Kubota SVL75 Skid Steer Loader as quoted from Boya Equipment

**Carried 9/0  
Resolution 47/16**



Cr Major spoke about correspondence and discussions that she had received from residents in the locality of Tarwonga in regards to the increasing rubbish being dumped at the decommissioned parking area on the Tarwonga East Rd near the Albany Hwy intersection.

**Council Resolution**

***Earnshaw Medlen***

That Council requests that the Works Supervisor install a table drain between the decommissioned parking area, on Tarwonga East Rd near the intersection of Albany Hwy, and the road to prevent vehicles using this area.

**Carried 9/0  
Resolution 48/16**

*Mr Kett left the meeting at 2.48pm.*



### 8.3 ENVIRONMENTAL HEALTH / BUILDING SURVEYOR'S REPORT

The Environmental Health/Building Surveyor Mr Steve Friend entered the meeting at 2.49pm to discuss his report.

#### 8.3.1 BUILDING PERMITS

**File Reference** 13.34.10  
**Statutory Reference** N/A  
**Author & Date** Steve Friend 13<sup>th</sup> August 2015

#### Comment

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

#363	B Simon-Wharepapa	Lot 4 Lavender Street	Shed
#364	Sunara Pty Ltd	Lot 104 Brooking Street	Shed
#365	P Moog	Lot 320 Williams Road	Shed Lean-To

#### Financial Implication

Fees: Shire \$285; BSL \$0.00; BCF \$184.95

#### 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/Paterson*

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

**Carried 9/0**  
**Resolution 49/16**

#### 8.3.2 FOOD PREMISES INSPECTION

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

#### Comment

Rustic Rainbow – cleanly maintained

Plum Tree and Ivy – cleanly maintained. Work requested to improve the kitchen has been undertaken.



### Voting Requirements

Simple Majority Required

### Officers Recommendation

That the Food Premises Inspection report be endorsed by Council.

### Council Resolution

#### *Johnstone/Logie*

That the Food Premises Inspection report be endorsed by Council.

**Carried 9/0  
Resolution 50/16**

### 8.3.3 WASTE WATER

<b>File Reference</b>	<b>11.30.55</b>
<b>Statutory Reference</b>	N/A
<b>Author &amp; Date</b>	Steve Friend 13 <sup>th</sup> August 2015

### Background

The Water Corporation has sought approval to transfer Waste Water from their facility to the Shire's Railway Dam.

This approval has been given.

### Comment

On three occasions since the last Council meeting, the Water Corporation has sought approval to transfer Waste Water from their facility to the adjacent Railway Dam.

On the first two occasions the transfer was a precautionary measure as the Weather Bureau had predicted potentially good rain for the Williams area.

As everyone knows, Williams did not receive the rain expected so perhaps the transfer was unnecessary.

On the first occasion 217 Kl was transferred 30<sup>th</sup> (July).

On the second occasion 284 Kl was transferred (7<sup>th</sup> August).

The third transfer will happen on 13<sup>th</sup> August and it is expected that 430Kl will be moved.

The third movement of Waste Water is not due to an expected deluge, rather just the Water Corporation managing their effluent levels at their facility.



On each occasion they request permission from the EHO. Each request is forwarded to the Works Manager to make sure the capacity is there.

The CEO is also advised of the impending transfer.

There is still capacity in the dam to receive more without apparent likelihood of overflowing.

**Officers Recommendation**

That the acceptance by the EHO of Waste Water transfer from the Water Corporation facility to the Shire Railway Dam be endorsed by Council.

**Council Resolution**

***Medlen/Paterson***

That the acceptance by the EHO of Waste Water transfer from the Water Corporation facility to the Shire Railway Dam be endorsed by Council.

**Carried 9/0  
Resolution 51/16**

**8.3.4 EHO REPORT ACCEPTANCE**

**Voting Requirements**

Simple Majority

**Officers Recommendation**

That the EHO's report as presented be received.

**Council Resolution**

***Major/Logie***

That the EHO's report as presented be received.

**Carried 9/0  
Resolution 52/16**

**LATE ITEMS**

**Council Resolution**

***Paterson/Cavanagh***

That the following late items be accepted for discussion.

**Carried 9/0  
Resolution 53/16**



Cr Earnshaw declared an impartiality interest for the following late item 8.3.5 – Development Application – Lot 6 (734) Williams-Darkan Road, Williams and left the meeting at 2.53pm.

### 8.3 ENVIRONMENTAL HEALTH / BUILDING SURVEYOR'S REPORT – LATE ITEMS

#### 8.3.5 DEVELOPMENT APPLICATION – LOT 6 (734) WILLIAMS-DARKAN ROAD WILLIAMS

<b>File Reference</b>	<b>10.60.15</b>
<b>Statutory Reference</b>	Shire of Williams Town Planning Scheme
<b>Author &amp; Date</b>	Steve Friend 19 <sup>th</sup> August 2015
<b>Attachments</b>	<b>Appendix 1 – Site Diagram</b> <b>Appendix 2 – Development Application</b> <b>Appendix 3 – Table Town Planning Scheme</b>

#### Background

The Shire has received a request to approve a second dwelling at Lot 6 (734) Williams Darkan Road, Williams.

#### Comment

The Shire has received a Development Application (DA) from the owner of Lot 6 (734) Williams Darkan Road to be able to erect a dwelling on the property.

As the applicant already has a dwelling on the property, and there is no intention of demolishing the existing one, the new dwelling has to be considered as a *Grouped Dwelling* i.e. two or more dwellings on the one property.

The Table to the Town Planning Scheme shows *Grouped Dwelling* in the Rural Zone as an AA use, that is a use not permitted without Council approval.

The property is 183 Ha in size.

It is believed that the current dwelling will not be demolished but rather used more as ancillary accommodation or for the housing of recreational equipment.

Council is required to determine if a second dwelling on this location is appropriate, and won't require extra services to be provided by the Shire to facilitate to proposal.

#### Officers Recommendation

That Council grants approval to the owner of Lot 6 (734) Williams Darkan Road Williams to construct a second dwelling (Grouped Housing) on the property.



**Council Resolution**

***Paterson/Medlen***

That Council grants approval to the owner of Lot 6 (734) Williams Darkan Road Williams to construct a second dwelling (Grouped Housing) on the property.

**Carried 8/0  
Resolution 54/16**

*Cr Earnshaw returned to the meeting at 2.58pm*

*Mr Friend left the meeting at 3.02 pm.*

**Afternoon Tea**

Council adjourned for afternoon tea at 3.02pm and resumed the meeting at 3.30pm



## 8.4 CHIEF EXECUTIVE OFFICER'S REPORT

### 8.4.1 CHIEF EXECUTIVE OFFICER'S GENERAL REPORT

<b>File Reference</b>	<b>4.1.20</b>
<b>Statutory Reference</b>	N/A
<b>Author &amp; Date</b>	Ryan Duff 12 <sup>th</sup> August 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 August 2015 be received by Council.

#### Council Resolution

##### *Carne/Paterson*

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

**Carried 9/0**  
**Resolution 55/16**

The CEO discussed a meeting that he had with the several Quindanning residents with regards to applying for a grant from the Peel Harvey Catchment Council for rehabilitation tree planting surrounding the Quindanning Hall area. The grant would be applied for by the Quindanning Hall Committee Inc.

#### Council Resolution

##### *Cavanagh/Paterson*

That Council gives in principle support to Quindanning Hall Committee for a funding application to the State NRM Program Community Grants program, for tree planting and improvements around the Quindanning Hall on land owned by or vested to the Shire of Williams. Council will require a full plan to be presented to the Shire for approval prior to any works commencing.

**Carried 9/0**  
**Resolution 56/16**



### Council Resolution

#### ***Cavanagh/Earnshaw***

That Council authorise the Chief Executive Officer to sign the petition compiled by Gray and Lewis Planners in regards to the Draft Planning and Development (Local Planning Schemes) Regulations which will remove any planning controls over the use of transportable buildings as single houses, in effect giving Council no planning controls on second-hand transportable dwellings.

**Carried 9/0**

**Resolution 57/16**

### **8.4.2 MEN'S SHED**

#### **File Reference**

**11.40.10**

#### **Statutory Reference**

N/A

#### **Author & Date**

R.N. Duff

12<sup>th</sup> August 2015

#### **Background**

On the 23rd February 2015 a community meeting was held to discuss the level of interest in establishing a Men's Shed in Williams.

The meeting was well attended with 16 local men turning up, plus CRC Co-ordinator, CEO and representatives from the Men's Shed Association. Former local, George Klug also came representing the Mosman Park Men's Shed.

The meeting was keen to investigate the possibility of starting a Men's Shed, and a steering committee was formed with 7 men elected. Lawrence Rose was elected as the inaugural Chair.

The steering committee under the guidance of the Men's Shed Association has set up the organisation's constitution and investigated possible locations. Representatives of the Williams Men's Shed attended the July Council meeting and are now looking for premises to house their group. They have looked and researched other Men's Sheds within the Wheatbelt and all of the sheds visited have had assistance from their local Council, whether it be sourcing the land/building or funding. They advised the Men's Sheds that were visited varied in size, use and members. "The Men's Shed is whatever the members want to make it". The men are looking for a location that has good accessibility, can house a 20m x 10m shed and most importantly centrally located in town.

The men are seeking assistance from Council to source land, premises and to provide assistance to source funding.



### Comment

Council consideration on the request, in which case the following issues should be addressed:

1. Does Council support the establishment of a Men's Shed in Williams on public land?
2. Is Council prepared to provide a plot of land?
3. Will Council support the establishment of a Men's Shed with any cash or in-kind works?
4. Will Council staff be made available to develop the project?

### Land Availability

The CEO has looked at a number of sites which are described below:

#### Site 1 – Arts & Craft Land



Land tenure – Freehold – Shire of Williams

Power – Yes – connect to existing, Three phase?

Water – Yes – connect to existing

Sewerage – Yes – connect to existing



**Site 2 – Old Caravan Park**



Land tenure – Freehold – Shire of Williams

Power – No meter, power runs past

Water – No meter, power runs past

Sewerage – Adjacent



**Site 3 – Cullen Park**



Land tenure – Reserve Vested – Shire of Williams

Power – No meter, power runs past

Water – No meter, water runs past

Sewerage – Adjacent

**Site 4 – Recreation Ground**



Land tenure – Freehold – Shire of Williams

Power – No meter, power at the Pavilion

Water – No meter, water at the Pavilion

Sewerage – Yes, connect into pump station

There are additional privately owned sites that the CEO has considered and would be investigated further should Council not utilise any of the proposed sites above. These sites would potentially be leased or rented in which case Council would have to decide the level of its contribution.

**Financial Implications**

There are various funding sources that are available for the set-up of a Men's Shed and there are many examples across the State where projects have been funded. In developing a project the below expenditure areas would need to be considered:

Land – In kind (Undefined value)

Services – Highly dependent of the location selected.

Earthworks

Shed Construction

Shed Fit-out

Landscaping and Parking



**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That the Shire of Williams support the establishment of the Williams Men's Shed and that Council determine the level of assistance that they are prepared to provide.

**Council Resolution**

***Paterson/Johnstone***

That Council supports the establishment of the Williams Men's Shed and requests that the Chief Executive Officer undertakes further investigations on a suitable location for the shed in consultation with the Williams Men's Shed and reports these findings to Council.

**Carried 9/0  
Resolution 58/16**



### 8.4.3 REGIONAL ROAD GROUP – ROAD PROJECT GRANT SUBMISSION 2015/16

**File Reference** 12.15.31  
**Statutory Reference** N/A  
**Author & Date** R.N. Duff 12<sup>th</sup> August 2015

#### Background

On an annual basis, the share of State Road Funds to be allocated on Local Government roads is 27% of estimated vehicle license fees for that year. Road Funding can only be spent on roads of regional significance. In Williams the following Shire roads qualify for funding:

- York-Williams Rd – 28.3km – Narrow Seal 4.6 SLK to 20.8 SLK
- Pingelly Rd – 8.01km – Gravel Rd
- Williams-Darkan Rd – 25.51km – Completely sealed (will require reseal)
- Quindanning-Darkan Rd – 30.3km sealed between 4.2 SLK and 14.7SLK
- Marradong Rd – 12.39km - Completely sealed

Each Council in the Regional Road Group must submit an application for funding in September each year with the group allocating funding at its March meeting.

#### Comment

In August 2010 Council adopted the “10 Year Road Construction Program 2010-2020”, this document has been amended a number of times due to additional funding being received or additional roadwork being taken on. The current and proposed program for 2016/17 is listed below:

Road No	Road Name (Road Length)	Description of Work	Start SLK	End SLK	Total	Cost	
							<b>Total</b>
<b>Regional Road Group 2/3</b>		<b>\$180,000</b>		<b>Council</b>		<b>90,000</b>	
10	Pingelly Rd (8.01km)	Seal to 7m	0.50	3.50	3.00		\$270,000
<b>Regional Road Group 2/3</b>		<b>\$ 70,000</b>		<b>Council</b>		<b>35,000</b>	
128	Darkan Williams Rd (25km)	Reseal	0.00	3.50	3.50		\$105,000
							<b>\$375,000</b>



A reasonable length of reseal has been included in this year's Road Project application. As this is mostly a cash cost to Council this could be offset by additional works being carried through the extra Roads to Recovery allocation being received in 2016/17.

**Legislative requirements**

Nil.

**Financial implications**

As above. In 2015/16 the Shire of Williams was allocated \$226,118 from the RRG and therefore maintaining these funding levels is important to ensure the works crew have enough funded work to carry out.

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council make application for funds from the Regional Road Group as listed above.

**Council Resolution**

***Johnstone/Medlen***

That Council make application for funds from the Regional Road Group as listed above.

**Carried 9/0  
Resolution 59/16**

*Cr Paterson and Cr Earnshaw declared a financial interest for the following late item 8.4.4 – WAPC Application 152368 – Lot 0000 Williams Darkan Rd and left the meeting at 4.19pm.*

**8.4.4 WAPC APPLICATION 152368 – LOT 0000 WILLIAMS DARKAN RD**

**File Reference**

**10.64.20**

**Statutory Reference**

*Planning and Development Act 2005*

**Author & Date**

R.N. Duff 12<sup>th</sup> August 2015

**Attachment**

Appendix 1 – Subdivision application

**Background**

Application (**Appendix 1**) has been received from PH & KE Gow (Licensed Surveyors) on behalf of PC Paterson to subdivide 2.1ha from Location J & N Williams Darkan Rd which are 625 hectares and zoned "RURAL" in the Shire of Williams Town Planning Scheme No.2.



**Comment**

The land being subdivided from the main lot currently houses the Josbury Chaff feed business which received Shire of Williams Planning Approval in September 2009.

In regards to the subdivision application, the Shire of Williams Town Planning Scheme No.2 addresses the issue of subdivision of rural land. The extract of the relevant section is shown below:



(3) Rural Zone -

- (a) There shall be a general presumption by Council against subdivision in the Rural zone unless:
  - (i) the lots have already been physically divided by significant natural or man-made features which preclude the continued operation of a rural property as a single unit (unless adjoining land could be similarly subdivided and thereby, by the process of precedent, lead to an undesirable pattern or land use in the area or in lots too small for uses compatible with the prevailing use in the area or in ribbon development alongside roads);
  - (ii) the lots are for farm adjustment and the erection of dwelling houses is restricted by memorials on Titles;
  - (iii) the lots are for specific uses such as recreation facilities and public utilities; or
  - (iv) the lots are required for the establishment of uses ancillary to the rural use of the land.
- (b) The Council does not recognize precedent resulting from subdivision created in the early days of settlement of the District as a reason for it to support subdivision in the Rural zone.
- (c) The Council will favourably consider applications for adjustment of lot boundaries where the application if approved will not result in the creation of one or more additional lots.

Given point 3 a (iv) above the Shire of Williams could support the subdivision application as the Josbury Chaff enterprise would be considered ancillary to the rural use of the land.

In supporting the application no conditions are recommended by the Chief Executive Officer. The proposed new lot fronts an existing road with a crossover already in place and there will be no additional traffic movements created by the new lot.

**Financial Implications**

Nil.

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council advise the Western Australian Planning Commission that it supports application 152368 for the subdivision of Lot 0000 Williams Darkan Rd.



**Council Resolution**

***Logie/Medlen***

That Council advise the Western Australian Planning Commission that it supports application 152368 for the subdivision of Lot 0000 Williams Darkan Rd.

**Carried 7/0  
Resolution 60/16**

*Cr Paterson and Cr Earnshaw returned to the meeting at 4.26pm.*



#### 8.4.5 HOUSE REPAIRS – 14 ADAM ST

File Reference	9.10.20
Statutory Reference	N/A
Author & Date	R.N. Duff 12 <sup>th</sup> August 2015

##### Background

The Shire of Williams owns the house at 14 Adam St which is currently rented to our mechanic. The house has 3 bedrooms and one bathroom and is of hardiboard construction with a tiled roof.



##### Comment

In recent years it has become apparent that some major work is required on this property. During significant rain events water from the patio runs back towards the house and has entered the roof cavity and then into the kitchen eventually ending up in the kitchen cupboards. The cause of the water backflow is from the patio which slopes back towards the house and to rectify this situation a new patio would have to be built or significant modifications made.

It has also been noted that the tiling on the roof is coming loose and due to its age the roof at some point would have to be replaced.

In reality the house, whilst habitable, would require some major work to ensure it remains suitable for staff housing. The question to Council would be: do you want to spend some major money on the property or should plans be made for the construction of a new property and 14 Adam St be put on the market?



### **Financial Implications**

Staff have estimated that to construct a new patio and replace the existing roof it would cost between \$25,000 - \$35,000. Other work such as replacing the damaged kitchen cupboards would cost \$4,000 to \$6,000. Further work such as painting would also have to be completed at some stage.

Selling the house would raise around \$180,000 with the cost of a new house being anywhere in between \$200,000 to \$300,000 depending on the type of construction and quality of finish.

The Shire's Corporate Business Plan does include the construction of a new dwelling.

### **Voting Requirements**

Simple Majority

### **Officer's Recommendation**

That Council provide direction to the Chief Executive Officer to either:

1. Seek quotes for repair and improvements to 14 Adam St or
2. Commence planning for the construction of a new staff house.

### **Council Resolution**

#### ***Cavanagh/Logie***

That Council requests that the Chief Executive Officer seeks quotes for 14 Adam St, to replace the patio, painting and to renovate the kitchen.

**Carried 9/0**  
**Resolution 61/16**



#### **8.4.6 B & R WILLCOCKS – REQUEST TO GRAZE SHIRE PROPERTY**

<b>File Reference</b>	<b>10.30.20</b>	
<b>Statutory Reference</b>	N/A	
<b>Author &amp; Date</b>	R.N. Duff	12 <sup>th</sup> August 2015

##### **Background**

Correspondence has been received from B & R Willcocks seeking permission to graze sheep on the area behind their property at Lot 11 Pinjarra Williams Rd.

“We are writing to you to ask permission to use the small fenced area attached to the ponds behind our block Lot 11 Pinjarra-Williams Rd. We would like to be able to fix the fence up at our cost and be able to use the small paddock in rotation with our main block to run a small (12) mob of sheep.”

##### **Comment**

The land shown below is part of Lot 13 Brook Court; it is approximately 8,500m<sup>2</sup> and is currently fenced separately to the old Waste Water Treatment Plant. The area has previously been unofficially grazed by the owner to the east.



**Financial Implications**

Nil.

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council grant permission to B & R Willcocks to graze no more than 12 sheep on part lot 13 Brook Court and in return to keep fencing in good repair, noting that the approval may be withdrawn at any time by Council.

**Council Resolution**

**Medlen/Paterson**

That Council grant permission to B & R Willcocks to graze no more than 12 sheep on part lot 13 Brook Court and in return to keep fencing in good repair, noting that the approval may be withdrawn at any time by Council.

**Carried 9/0  
Resolution 62/16**



#### **8.4.7 COMMUNITY CCTV PROJECT**

<b>File Reference</b>	<b>9.10.20</b>
<b>Statutory Reference</b>	N/A
<b>Author &amp; Date</b>	R.N. Duff 12 <sup>th</sup> August 2015
<b>Attachments</b>	Appendix 2 – CCTV Quotations

##### **Background**

At the May 2015 Council meeting it was resolved by Council that the Shire of Williams, Williams Business Group and Williams Police hold a workshop to investigate the possibility of installing a CCTV network in the Williams Townsite.

Subsequently a workshop was held on the 20<sup>th</sup> July at the CRC with the Business Group of which 5 members were present, the Williams Police and the Chief Executive Officer. The Workshop was run by Redfish Technologies who earlier in the day conducted some investigations on potential CCTV solution for the Williams CBD.

##### **Comment**

For each site identified Redfish Technologies have provided three documents.

1. The CCTV Design Plan Documents – this is the outline of the camera placement with the top down design of where each camera will be used
2. The Placement Design Documents – this is a design of the overall systems diagram and where cameras are expected to be placed
3. An estimated budgetary quote – an estimated budgetary quote of the equipment and setup. This DOES NOT included any cabling works. They are budgetary only, and depending on whether you would go ahead with one or multiple sites at the same time, may reduce the final quote.
  - Budgetary quote for Shire of Williams – Shire Office – Quote number 10677
  - Budgetary quote for Shire of Williams – CRC – Quote number 10676
  - Budgetary quote for Shire of Williams – Sports Complex & Lions Park – Quote number 10678
  - Budgetary quote for Shire of Williams – Woolshed – Quote number 10679
  - Budgetary quote for Shire of Williams – Post Office – Quote number 10680
  - Budgetary quote for Shire of Williams – Cafe – Quote number 10681

The town CBD has been broken up into a number of areas and quoted on this basis to enable a staged approach if and when funds become available. The local business listed would come on board to house standalone systems with external mounted camera which would monitor activity along the Albany Highway. If required local Police would be able to access the camera system to view any recordings.



A presentation of Redfish Technologies investigations and report will be made at the meeting.

**Financial Implications**

As outlined in the quotations which are an appendix to the agenda.

Potential funding of \$25,000 may be available from the Community Crime Prevention Fund.

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council considers the installation of CCTV in the Williams CBD and proceeds to apply for the maximum funding available from the Community Crime Prevention Fund to complete the first stage of the project at the Shire office.

**Council Resolution**

***Cavanagh/Earnshaw***

That Council elect not to proceed with CCTV in the Williams Townsite at this stage as there is currently limited evidence on the required need.

**Carried 9/0  
Resolution 63/16**



## 8.5 MANAGER OF FINANCE'S REPORT

### 8.5.1 ACCOUNTS FOR PAYMENT

File Reference	4.23.15	
Statutory Reference	N/A	
Author & Date	Cara Ryan	13 <sup>th</sup> August 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 cheque 104418, EFT, BPAY Transfers and Direct Debits totalling \$229,458.14, Trust Cheque 1148 totalling \$4,120, CLGF Regional Funding EFT transfers totalling \$207,544.43 approved by the Chief Executive Officer be endorsed and that Municipal Fund EFT transfers totalling \$114,498.70 and Municipal Fund Cheques 104419 – 104431 totalling \$22,310.37 be approved for payment.



**Council Resolution**

**Johnstone/Paterson**

That Municipal Fund cheque 104418, EFT, BPAY Transfers and Direct Debits totalling \$229,458.14, Trust Cheque 1148 totalling \$4,120, CLGF Regional Funding EFT transfers totalling \$207,544.43 approved by the Chief Executive Officer be endorsed and that Municipal Fund EFT transfers totalling \$114,498.70 and Municipal Fund Cheques 104419 – 104431 totalling \$22,310.37 be approved for payment.

**Carried 9/0  
Resolution 64/16**

**8.5.2 FINANCIAL STATEMENTS**

<b>File Reference</b>	<b>4.23.15</b>	
<b>Statutory Reference</b>	N/A	
<b>Author &amp; Date</b>	Cara Ryan	13 <sup>th</sup> August 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 31<sup>st</sup> July 2015 be received.

**Council Resolution**

**Earnshaw/Paterson**

That the financial statements presented for the period ending 31<sup>st</sup> July 2015 be received.

**Carried 9/0  
Resolution 65/16**



## **8.6 COUNCILLORS' REPORTS**

No Councillors' reports received.

## **9.0 ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN.**

## **10.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING.**

### **10.1 ELECTED MEMBERS.**

### **10.2 OFFICERS.**

## **11.0 APPLICATION FOR LEAVE OF ABSENCE**

## **12.0 INFORMATION SESSION**

## **13.0 CLOSURE OF MEETING**

The President declared the meeting closed at 5.06pm.