

SHIRE OF WILLIAMS

MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY 15TH JUNE 2011

1.0 OPENING

1.1 DECLARATION OF OPENING

The President declared the meeting open at 1.12pm

1.2 ANNOUNCEMENT OF VISITORS

Nil

2.0 RECORD OF ATTENDANCE

2.1 PRESENT

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

Ryan Duff	Chief Executive Officer
Ian Ball	Deputy Chief Executive Officer
Heidi Cowcher	Community Development Officer (1.34 - 1.52pm)
Tony Kett	Works Supervisor (1.54 - 2.01pm)
Steve Friend	Environmental Health Officer/Building Surveyor (2.03 - 2.34pm)

2.2 APOLOGIES

Nil

3.0 PUBLIC QUESTION TIME

Nil

4.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

Williams Primary School Year 7 students together with Teacher Ms Strickland attended the meeting at 1.12pm.

Student Council members Rebecca Harris, Connor Earnshaw and Annabelle Harvey addressed Council on the installation of a water fountain at the Swimming Pool for use by patrons. The Student Council have discussed the proposal and a vote of all students was strongly in favour of the idea. It was considered that a refrigerated unit was preferable because the fountain would need to be located outside in the heat.

Medlen/Carne

That Item 8.4.1 is brought forward for discussion at this point of the meeting.

**Carried 9/0
Resolution 260/11**

The students left the meeting at 1.23pm

5.0 DECLARATIONS OF INTEREST

Nil

6.0 CONFIRMATION OF PREVIOUS MINUTES

6.1 ORDINARY MEETING MINUTES

That the minutes of the Ordinary Meeting held in the Council Chambers on Wednesday 18th May 2011, as circulated, be confirmed as a true and correct record of proceedings.

**Carried
Resolution 261 /11**

Logie/Earnshaw

That the minutes of the Wagin Regional Waste Group Meeting held in Wagin on Friday 25th May 2011, as circulated, be received.

**Carried 9/0
Resolution 262 /11**

Carne/Logie

That the minutes of the Expo and Football Club Meeting held in the Council Chambers on Tuesday 31st May 2011, as circulated, be received.

**Carried 9/0
Resolution 263 /11**

7.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

8.0 REPORTS OF COMMITTEES/OFFICERS AND COUNCILLORS

Community Development Officer Heidi Cowcher attended the meeting at 1.34pm to discuss her report.

8.1 COMMUNITY DEVELOPMENT OFFICER'S REPORT

8.1.1 Dry Seasons Assistance Scheme

Council received \$20,000 in November 2010 to run community events or activities to help maintain community spirit and welfare following the unprecedented dry season experienced in 2010. The Shire has until 30th November 2011 to expend the funding.

The following summarises the expenditure to date:

Williams Gateway Expo	\$2500.00	Fireworks
FabFour	\$6600.00	Band & stage – Free Family Concert
Rosie-O	\$2163.64	Children's entertainment – Free Family Concert
Glow in the dark sticks	\$20.00	Children's entertainment – Free Family Concert
<i>The Williams</i>	\$75.00	Advertising
Alex Watt	\$450.00	Sundowner entertainment – Free Family Concert

Refreshments	\$181.90	FabFour performers & crew
Co-Opera	\$2500.00	Marriage of Figaro – 29 th October 2011
Security	\$1500.00	Quindanning Picnic Races (awaiting invoice)
SUB-TOTAL	\$15,990.54	

The Shire still therefore has funds it can allocate to community events. The funding guidelines do allow for up to 10% to be allocated to reasonable administrative expenses if needed.

Suggestions for other community events:

- Outdoor movie night (hiring the Shire of Wandering big screen – \$500 plus cost of purchasing movies – suggest one family movie and one other)
- Dry season garden tour (Dumblenyung is hosting one of these) – perhaps as part of the annual cancer fundraising garden tour)
- Exercise classes for the community – zumba, pilates, yoga – attracting suitably qualified trainers to run short series of classes in a variety of exercise alternatives
- Other suggestions?

For discussion.

8.1.2 Hall Upgrade – funding update

Work on the Hall upgrade project has been partly completed, with the balance subject to the sourcing of the remaining, required funding.

The hall roof has been replaced and the lights have been upgraded. The balance of the project is subject to the outcome of the Lotterywest application that was submitted in December 2010 and delayed due to an oversubscription in the funding program earlier this calendar year. We have just been advised that the project is to be considered at the Lotterywest board meeting on the 21st June and the outcome will possibly be verbally known by 30th June.

The following details the cost breakdown and funding allocated on the project:

<i>Funding Program</i>	<i>Amount funded/sought</i>	<i>Activity</i>
<i>RLCIP (\$30,000 approved)</i>	<i>\$30,000</i>	<i>Part contribution - replacement of roof</i>
<i>CLGF (\$128,300 approved)</i>	<i>\$54,300</i>	<i>Part contribution – replacement of roof</i>
	<i>\$14,000</i>	<i>Lights upgrade</i>
	<i>\$5000</i>	<i>Securing bar</i>
	<i>\$10,000</i>	<i>Bio Box refurbishment</i>
	<i>\$5000</i>	<i>Blinds</i>
	<i>\$20,000</i>	<i>Interior/Exterior painting</i>
	<i>\$20,000</i>	<i>Part contribution – solar panels</i>
<i>Lotterywest (\$193,577 applied for)</i>	<i>\$19,150</i>	<i>Part contribution – solar panels</i>
	<i>\$158,163</i>	<i>Ablutions upgrade</i>
	<i>\$6100</i>	<i>RSL hall reverse cycle air conditioner</i>
	<i>\$10,164</i>	<i>RSL refurbishment (data projector, screen, chairs, tables)</i>
<i>TOTAL PROJECT COST</i>	<i>\$351,877</i>	

Once the outcome of the LW funding is known, progress will be able to commence towards the more significant of the refurbishment works proposed. It is hoped that this can be completed in a time that will least impact on the main users of the hall, however will ultimately be determined by the tradespeople engaged to complete the work.

For information.

Major/Paterson

That the Community Development Officer's report be received.

**Carried 9/0
Resolution 264/11**

Ms Cowcher left the meeting at 1.52pm

Works Supervisor Tony Kett attended the meeting at 1.54pm to discuss his report.

8.2 WORKS SUPERVISOR'S REPORT

8.2.1 Maintenance Grading

Road Name	Length Graded
Medlen Road	8.2
Dardadine Road	6.5
Hillman - Dardadine Road	1.8
Dardadine South Road	0.5
Bates	3.5
Hurley	13.8
Sattler	5.4
Deep Dene	5.7
Phillis Loop	3.4
Coulter Road	2.3
Mackenzie Road	5.4
Gillett Road	1.1
Wangelling Gully	8.8
Total Length Graded	66.4

8.2.2 Road Maintenance Works

- Started winter grading
- Repaired culvert on Glenfield Road
- Taken dead trees out on Zilko Road

8.2.3 Construction Program

Road Name	Funded By	Works Commenced	Work completed this month
Wangelling Gully Rd		17/03/2011	Gravel sheeting 4.5 km completed
Culbin-Boraning Rd		9/05/2011	Gravel sheeting 2.8 completed
Total Length Graded			

8.2.4 Upcoming Works & Items on Road Construction Program

Road Name (Road Length)	Description of Work	Start SLK	End SLK	Total	Status	Comment
Marradong (12.39km)	Reconstruct, widen and seal to 7m	8.9	11.2	2.3	Complete	Date completed 09/11/2010
Darkan Quindanning (30.3km)	Reconstruct, widen and seal to 7m	7.80	9.80	2	Complete	Date completed 21/10/2010
Wangelling Gully (8.86km)	Clear, widen & gravel sheet to 9m	4.50	9.00	4.50	Outstanding	Completed 4.5km
Hurley Rd (13.82km)	Clear, widen & gravel sheet to 9m	9.32	11.32	2.00	Outstanding	
Culbin Boraning (19.31km)	Clear, widen & gravel sheet to 9m	2.00	4.50	2.50	Outstanding	2.8km gravelling done
Richardson St (0.72km)	Repair & Reseal 720m	0.00	0.72	0.72	Complete	Date completed 14/12/2010
York-Williams Rd (19.50km)	Shoulder grading				Complete	Changed works to tree clearing. Date completed 14/12/2010
Bates Rd	900mm Culvert				Complete	Date completed 20/07/2011
Taylor Rd	Remove Crest and step ascent				Complete	Attempt made to rip hill but not successful
Richmond St	Seal 400m				Complete	Date completed 06/12/2010

8.2.5 Mechanical Report

Plant Description		Driver	Date Purchased	Hours/Kms Feb. 2011	Works Completed this month
Ford FG G6E Sedan	Light Vehicles	Ryan Duff	1-Jul-09	40,400	
Ford BF Mark II Falcon XR Sedan		Ian Ball	3-Aug-07	71,606	
Holden Rodeo Dual Cab Utility			5-Nov-04	158,886	
Ford Ranger Dual Cab Utility		Tony Kett	1-Jul-09	60,000	
Kia 2 Tonne Truck		Jeff Cowan	9-Oct-07	47,905	
Holden Rodeo Crew Cab Utility		Andrew Wood	15-Nov-06	156,142	
Holden Rodeo Single Cab Utility		James Lenehan	20-Nov-06	58,327	
Mitsubishi Triton Single Cab Utility		Aaron Goulden	22-Sep-99	185,218	
Multipac Multi-Tyre Road Roller	Construction Equipment		21-Oct-04	3,752	
Case Vibromax Roller			29-Sep-04	2,445	
Caterpillar 12H Road Grader		Kevin Burman	17-Nov-03	8,286	
Volvo G930 Road Grader		Andrew Wood	20-Oct-06	100	Service 30/05/2011
JCB 416HT Front End Loader		Andrew Bunch	6-Feb-06	3,369	New Tyre 12/05/2011
Volvo EC210BLC Excavator		Phil Reed	18-Jul-07	2,658	Service 30/05/2011
John Deere 315SE4 Backhoe			17-Sep-01	2,596	
John Deere MFWD Tractor			21-Oct-97	1,849	
Toro Reelmaster SP mower	Parks & Gardens	Aaron Goulden	Aug-09	178	

Toro Z597 Ride on Mower		Jeff Cowan	1-Oct-06	689	
Toro Z400 Kholer Ride on Mower		Jeff Cowan	8-Aug-05	434	
Honda TRX Four Wheel M/Cycle		Jeff Cowan	20-Mar-00	6,288	
Toyota DA115 Tip Truck (Water Truck)	Trucks & Trailers		24-Aug-94	232,220	
Isuzu FVZ1400 Tip Truck			31-Dec-03	196,955	
Mercedes Benz Actross Prime Mover		Ray Scobie	21-Dec-05	129,291	8 New Drive Tyres 13/05/2011
Isuzu Giga CXZ Tip Truck		Justin Murdock	10-Dec-08	60,487	
Mitsubishi Canter Dual Cab Truck			17-Oct-02	168,973	
SFM Side Tipping Trailer		Ray Scobie	21-Dec-05		
Howard Porter Low Loader			31-Aug-07		
Howard Porter Pig Trailer		Justin Murdock	10-Dec-08		

8.2.6 Staff

Nil to report

8.2.7 Town and Facilities Report

Taken out some lawn at New Street units and Art & Craft centre.

Planted water wise plants at New Street units.

Put in paving and restored tables and chairs at Art & Craft.

8.2.8 Private Works

Still cleaning up storm damage at Wandering with excavator, loader and stop and go signs.

Johnstone/Paterson

That the Works Supervisor's Report be received.

**Carried 9/0
Resolution 265/11**

Mr Kett left the meeting at 2.01pm

Environmental Health Officer/Building Surveyor Steve Friend attended the meeting at 2.03pm to discuss his report.

8.3 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR'S REPORT

8.3.1 Building Permits

#286 Greg Rowe & Associates Lot 343 Albany Highway Steel Advertising Sign

Building inspections ongoing.

8.3.2 Food Premises Inspection

Williams General Store – Cleanly maintained no issues that need correcting.

Plum Tree and Ivy – Cleanly maintained. All previous required works have been satisfactorily completed.

8.3.3 Private Swimming Pool Inspections

J and H Cowcher Narrakine Road

Major/Logie

That the Environmental Health Officer/Building Surveyor's Report be received.

**Carried 9/0
Resolution 266/11**

Mr Friend left the meeting at 2.34pm

8.4 CHIEF EXECUTIVE OFFICER'S REPORT

Report Reference:	8.4.1
Subject:	Williams Primary School Student Council – Request for Water Cooler for the Swimming Pool.
File Reference:	11.20.20
Statutory Reference:	Nil.
Author & Date:	R.N Duff 7th June 2011

Background:

Letter received from the Williams Primary School Student Council

“All the Year 7 Students are members of the Williams Primary School Student Council, and we are becoming more aware of things that are happening in our community. During Swimming lessons and the Swimming Carnivals we noticed that a lot of people were worried that there was no water available at the pool.

As the Student Council we have conducted a survey of the students at Williams Primary School on the 14th of March and we found the majority of students would use a fountain at the Williams Pool. The 48 Year 3-7 students were surveyed resulting in 41 for a fountain and 7 wouldn't use the fountain. A number of those students who said they wouldn't use the fountain don't go to the pool often anyway.

Based on our results the Student Council believe that the Shire should consider putting in a fountain to allow all the children and adults to be able to drink more water.

The Student Council would be very happy to meet up with you or the Shire Council to discuss this further.”

Comment:

The Swimming Pool amenities upgrade was completed in October 2010 making the Swimming Pool a very appealing place to be. As such the Williams Primary School Student Council has taken the initiative to survey their fellow students to see what could be done to further improve this facility.

As the letter states it is suggested that Council consider the purchase of a water fountain for the Swimming Pool. The Student Council also plan to meet with the Council at today's meeting to discuss this matter further.

Water Fountain come in various shapes and styles. Catalogues at the Shire office as can be seen below



Type 1



Type 2



Type 3

Financial Implications:

The prices for the above fountains are as follows;

Type 1	\$1,476
Type 2	\$1,363
Type 3	\$1,395

There will be an additional cost of approximately \$500 to have a plumber install the fountain.

Upon a decision by Council an allowance will be made in the 2011/12 Budget.

Voting Requirements:

Simple Majority

Recommendation:

That Council seek a recommendation from the Student Council on the type of fountain to be installed at the Swimming Pool and include an allowance in the 2011/12 Budget.

Earnshaw/Medlen

That Council include an allowance of \$1,395 in the 2011/2012 Budget for the installation of a Type 1 refrigerated fountain at the Swimming Pool.

**Carried 9/0
Resolution 267/11**

Report Reference:	8.4.2
Subject:	Computer System Upgrade
File Reference:	4.21.30
Statutory Reference:	N/A
Author & Date:	R.N. Duff 7th June 2011

Background:

The purpose of this report is for Council to consider the upgrade to its financial management computer software.

Council currently utilises the Quickbooks accounting software program for its main accounting functions with Haines Norton providing support as well as an additional software program for Rates and Assets. The software is serviceable but a certain amount of double entry occurs as the software programs are not fully integrated.

Changes in information technology have lead to the current system becoming somewhat outdated, and it has been identified that there are newer software packages, which provide greater functionality, ease of use, and increased compatibility with current computer software such as Microsoft Windows, Microsoft Excel, and related reporting and printing functions.

Comment:

The 4WD VROC have reviewed a number of different software packages from various suppliers including all of the major systems that are in use by Councils within this region.

The reason the 4WD have been investigating system upgrades is that it has been identified that the participating Councils (Wagin, Williams, Woodanilling and West Arthur) will all need to consider a software upgrade in the future. The 4WD Strategic Plan has an objective to have all Councils on a similar platform to allow staff sharing and possibly task sharing. A common accounting system will ensure staff from all 4WD Councils could easily use the same program. It is not uncommon for a staff member in one Council to do the payroll for another Council should the need arise where they have the same system and remote access is set up.

The other member of the 4WD, Dumbleyung, is currently using IT Vision Synergysoft. Near neighbours to the 4WD, Katanning and Kojonup also use IT Vision Synergysoft.

After considering high levels of functionality specifically tailored for local government, comprehensive support, and pricing competitive with other products available, it is concluded that IT Vision's new software package "Synergysoft" and Haines Norton's Network 1 are the most suitable products for the Councils' requirements.

Synergysoft is widely used in local government and Network 1 is a new player in the marketplace.

If Council decides to go ahead with a new system then it would need to budget for next financial year as the system will be installed in early 2012 with the prospect of going live on the 1st July 2012.

Financial Implications:

Under current Computer software licensing and support arrangements the Shire of Williams pays Haines Norton \$15,000 per annum and Quickbooks \$510.

OPTIONS FOR WAGIN, WILLIAMS & WEST ARTHUR

Common Computer IT System - 3 Councils	Quickbooks Local Server Plus terminal services	Network 1	Synergysoft local server plus Terminal Services	Synergysoft Hosted
PER COUNCIL - BASED ON 3 COUNCIL DISCOUNTING	Based on 10 users (5 concurrent)	Based on 5 users	Based on 6 users	Based on 6 users
SETUP & IMPLEMENTATION	0	45,000	60,290	64,775
Travel, Accommodation, Meals	0	Additional	Additional	Additional
New network server with server software	11,000	11,000	11,000	720
Terminal Services CAL 10	1,000		1,000	
Remote Server				1,500

ADDITIONAL MODULES					
Records		-	-	-	
Purchasing		-	[\$900 incl annual]	2,050	2,050
Loans		-	-	1,840	1,840
Total Set-up Cost (YR 0)	Year 0	12,000	56,000	76,180	70,885
ANNUAL LICENSING FEE	year 1	16,597	30,960	14,595	69,630
	year 2	16,597	30,960	14,595	54,468
	Year 3	16,597	30,960	14,595	54,468
	Year 4	16,597	30,960	14,595	54,468
	Year 5	16,597	30,960	14,595	54,468
TOTAL COSTS TO COUNCIL OVER FIVE YEARS (EX CPI)		94,985	210,800	149,155	358,385
Cost pa/per Council over 5 years (including setup)		18,997	42,160	29,831	71,677

#Note – Clarification is to be sought from Synergyssoft on their payment plan

Voting Requirements:

Simple Majority

Recommendation:

That Council agree to an upgrade of Council's accounting software subject to funds being identified in the 2011/12 budget for the installation of Synergyssoft with a local server.

Cavanagh/Medlen

That an upgrade of Council's accounting software be considered at a later date.

**Carried 9/0
Resolution 268/11**

Report Reference:	8.4.3
Subject:	WALGA Membership for 2011/12
File Reference:	4.12.00
Statutory Reference:	Nil.
Author & Date:	R.N Duff 7th June 2011

Background:

The Western Australian Local Government Association (WALGA) has provided Council with a forecast for Membership and Services for the 2011-2012 Budget. The forecast is based on the services that the Shire of Williams is currently utilising from WALGA.

Comment:

Service	Forecast Amount	2010/11 Cost
Association Membership	\$5,444	\$5,185
Local Government Act Update Service	\$170	\$146
Linking Councils and Communities (Website)	\$4,073	\$4,200
Roman II System License Fees	\$4,503	
Total	\$14,138	\$9,531

Services not Utilised

Local Laws Service
Procurement Consultancy Service
Tax Service
Workplace Solutions Service

Financial Implications:

As above

Voting Requirements:

Simple Majority

Recommendation:

That Council accepts the WALGA Membership and Services forecast and include the amounts in the 2011/12 Budget.

Johnstone/Medlen

That Council accepts the WALGA Membership and Services forecast and include the amounts in the 2011/12 Budget.

**Carried 9/0
Resolution 269/11**

Report Reference:	8.4.4
Subject:	Lease of Office – Community Resource Centre
File Reference:	4.20.40
Statutory Reference:	<i>Local Government Act 1995 s.3.58</i>
Author & Date:	R.N Duff 7th June 2011

Background:

The Shire of Williams has advertised the vacant office at the Community Resource Centre for lease. The office was previously used by the Williams Landcare Officer and more recently the Department of Regional Development & Lands.

Legislative Requirements:

LOCAL GOVERNMENT ACT 1995 - SECT 3.58

3.58 . Disposing of property (Including leasing of Property)

- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
- (a) it gives local public notice of the proposed disposition —
- (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

Comment:

An application from Mr RD & CA Baker trading as Western Choice Export Services has made an application to lease the office. The Chief Executive Officer in consultation with the Shire President has accepted this application and a draft lease has been drawn up. The lease is the same document that is used with the Department of Agriculture and the term of this lease is for a 12 month period.

Financial Implications:

The rent in the lease document has been set at \$135 per week with a rent review set for the 30th June 2012

Voting Requirements:

Simple Majority

Recommendation:

That Council agree to lease Office 1 at the Williams Community Resource Centre to Rd & CA Baker for \$135 per week subject to Council advertising the lease under Local Government Act 1995 s3.58 and no public submissions being received.

Should any submission be received Council will be required address the submission before signing the lease.

Medlen/Paterson

That Council agree to lease Office 1 at the Williams Community Resource Centre to Rd & CA Baker for \$135 per week subject to Council advertising the lease under Local Government Act 1995 s3.58 and no public submissions being received.

Should any submission be received Council will be required address the submission before signing the lease.

Carried 9/0

Resolution 270/11

Report Reference:	8.4.5
Subject:	C.A.S Cowcher – State Planning Policy 2.5 & Development Control Policy 3.4 Review
File Reference:	10.60.10
Statutory Reference:	
Author & Date:	R.N Duff 7th June 2011

Background:

The Western Australian Local Government Association (WALGA) is seeking comments from Council to assist the Association with making a submission to the Department of Planning on the following revised draft rural planning policies of the Western Australian Planning Commission (WAPC) currently being advertised for public comment:

- Development Control (DC) Policy 3.4 ‘Subdivision of Rural Land’; and
- State Planning Policy 2.5 ‘Land Use Planning in Rural Areas’.

Correspondence regarding this issue has also been received from Mr Charles Cowcher. The letter is attached at **APPENDIX 1**.

The WAPC announced on 3rd March, 2011, that it has released for public comment a revised Draft DC Policy 3.4 ‘Subdivision of Rural Land’ and State Planning Policy 2.5 ‘Land Use Planning in Rural Areas’. Both policies were released for advertising for public comment until 30th June, 2011. WALGA has invited comments from all local governments on the revised policies, and has asked that local governments forward comments by 17th June, 2011.

Comment:

These policies have significant impact on the Shire of Williams given a significant portion of the Shire is zoned for a rural land uses. The policies are attached

- DC Policy 3.4 ‘Subdivision of Rural Land – **APPENDIX 2**.
- State Planning Policy 2.5 ‘Land Use Planning in Rural Areas – **APPENDIX 3**.

The Shire of Williams Town Planning Scheme No.2 Policy Statement 4.7 addresses both Rural Residential Zones and Rural Zones (**APPENDIX 4**). This gives Council direction when responding to applications from WAPC but ultimately as the determining authority WAPC will make a decision within these zones based on the above draft policies.

State Planning Policy 2.5 'Land Use Planning in Rural Areas

Generally the Draft presented should be supported by Council given that its main objective is to protect Rural land. However the following comments are made:

Clause 5.3.3e) indicates planning approval is required when tree farming harvesting is proposed. It is recommended that planning approval be sought at the planting stage and any issues regarding harvest haulage can be addressed at that stage. It would be unfortunate if a tree farm was established, and Council refused approval to harvest the plantation

DC Policy 3.4 'Subdivision of Rural Land

The policy is written with the intent of maintaining the Western Australian Planning Commissions overriding position to minimise the creation of new rural lots.

- 4.3 This is the clause that Mr Cowcher is requesting that Council support. It allows for broadacre lots to be subdivided where the new lot is consistent with the size of lots in the area, is greater than 100ha and allows for continued broadacre farming.
- 5.1(e) This clause implies that lot rationalisation may create lots 4 - 40ha in area. If this clause is interpreted literally, then lots can be created, provided they are between 4 - 40ha and meet criteria 5.1(a)-(d). This clause would have significant impact on the Shire as it may provide an opportunity to create lots between 4 - 40ha in the General Farming zone.
- 5.4 (i) This is an addition to the previous policy in that where a Homestead lot is to be subdivided out the remaining land must be greater than 100ha.

Financial Implications:

Nil.

Voting Requirements:

Simple Majority

Recommendation:

For Council's consideration

Cavanagh/Paterson

That Council support the revised rural draft planning policies in the submission prepare by WALGA subject to amending DC Policy 3.4 'Subdivision of Rural Land Clause 4.3 to increasing the size of lots to greater than 200ha.

**Carried 6/3
Resolution 271/11**

Afternoon Tea

Council adjourned for afternoon tea at 3.20pm and resumed the meeting at 3.50pm

Report Reference:	8.4.6
Subject:	Regional Waste Site – Land Purchase
File Reference:	10.10.30
Statutory Reference:	Nil.
Author & Date:	John Case – Regional Waste Officer 7th June 2011

Background:

The operating budget is required to be supplemented by each of the eleven participating councils for the on-going work of the Strategic Waste Project during 2011-2012. Additionally, each council will need to include a reserve provision in their respective capital budgets towards the land purchase of the Regional Landfill Site.

The Wagin Group of Councils Strategic Waste Project is continuing during the next financial year. Existing funds will need to be topped up by the member councils in order to keep the project moving towards fruition.

It is anticipated that within the time period, the following project milestones will be achieved:

- Regional Landfill Site selected
- Negotiations concluded with landowner on costs
- A legal agreement between member councils drawn up
- DEC application submitted
- Firm capital costs established
- Draft operating procedures created

Comment

A common agenda item for all member councils to use for the June 2011 meetings was a motion at the May meeting of the Regional Waste Group.

The motion requested that each Council make an allowance of \$5,000 in the 2011/12 Budget for operational expenses in setting up the Regional Waste Site. It was also identified that based on the current number of participating Councils, each Council would be required to contribute an amount of approximately \$60,000 to secure the land for the Regional site. This could be best achieved by setting up a Reserve with an aim to have \$60,000 in 2 or 3 years or alternatively a short term loan

Statutory Environment

Environmental Protection Act 1986

Environmental Protection (Rural landfill) Regulations 1997

Waste Avoidance and Resource recovery Act 2007

Local Government Act 1995

Financial Implications

\$5,000 to be included in the 2011 – 2012 budget.

Land Purchase

11 Councils x \$60,000 = \$660,000.

Rural Land @ \$4,800/ha (\$2,000/ac)

Land Area – 137.5ha (330ac)

Voting Requirements:

Simple Majority

Recommendation:

That Council approve a contribution of \$5,000 to the Strategic Waste Project for 2011-2012 and to create a reserve provision of \$60,000 for future land acquisitions.

Carne/Medlen

That Council approve a contribution of \$5,000 to the Strategic Waste Project for 2011-2012 and to create a reserve provision of \$60,000 for future land acquisitions.

**Carried 9/0
Resolution 272/11**

Report Reference:	8.4.7
Subject:	Shire of Wandering - Dual Fire Control Officers
File Reference:	5.10.1
Statutory Reference:	<i>Bushfires Act 1954, s.38</i>
Author & Date:	R.N Duff 7 th June 2011

Background:

The Shire of Wandering has requested that Mr. Peter Monk and Mr. Bruce Dowsett be appointed as dual fire control officers for the Shire of Williams and Shire of Wandering for 2010/11.

Comment:

BUSH FIRES ACT 1954 - SECT 38

38. Local government may appoint bush fire control officer

(1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

Financial Implications:

Nil

Voting Requirements:

Simple Majority

Recommendation:

The Shire of Williams appoint Mr. Peter Monk and Mr. Bruce Dowsett as dual fire control officers for the Shire of Williams and Shire of Wandering for the 2011/12 financial year.

Medlen/Paterson

The Shire of Williams appoint Mr. Peter Monk and Mr. Bruce Dowsett as dual fire control officers for the Shire of Williams and Shire of Wandering for the 2011/12 financial year.

**Carried 9/0
Resolution 273/11**

Report Reference:	8.4.8
Subject:	WA Local Government Grants Commission – Shire Submission
File Reference:	3.3.1
Statutory Reference:	Nil.
Author & Date:	R.N Duff 7th June 2011

Background:

The Western Australian Local Government Grants Commission (the Commission) is a statutory body established by State legislation, the Local Government Grants Act 1978.

Its principle function is the making of recommendations to the State Minister for Local Government on the allocations of "General Purpose Grants" amongst 139 local governments in WA. These General Purpose Grants are the State's cash entitlement for financial assistance from the Commonwealth Government, paid in equal quarterly installments for a financial year, under the Australian law, Local Government (Financial Assistance) Act 1995.

The Financial Assistance Grant funding to be provided to local governments (\$245 million in 2010/11) is untied, i.e. there are no conditions on how these funds should be spent. Western Australia received approximately 11.81% of the national grant allocation in 2010/11. This amount is divided into two parts, a general purpose component and a local roads component. The funding provided to local governments is allocated on the basis of horizontal equalisation, to ensure that each local government in the State is able to function at a standard not lower than the average standard of other local governments. All local governments are entitled to receive at least the minimum grant. That minimum grant cannot be less than 30% of what the local government would receive if all grants were allocated on a per capita basis.

The Balanced Budget approach has been used to calculate General Purpose Grants since 1994. The

Commission calculates the equalisation requirement of each local government by assessing the revenue raising capacity and expenditure need of each local government. Eight categories (called standards) have been used to calculate revenue raising ability and seven categories have been used to establish expenditure need. The equalisation requirement is the difference between the assessed expenditure need and the assessed revenue raising capacity of each local government. A range of disability factors have been developed by the Commission, e.g. location, population dispersion and climate, and these are applied to the standards to recognise the additional costs a local government faces due to its physical or demographic characteristics.

In determining the local road funding for local governments, the Commission has established the Asset Preservation Model. This model is used to assess the cost of maintaining a local government's road network and takes into account annual and recurrent maintenance costs and the costs of reconstruction at the end of a road's useful life.

The Shire of Williams has for many years disagreed with the allocation from the WA Local Government Grants Commission and have again engaged a consultant to review our case. LoGov Consulting have been engaged to review the Shire of Williams allocations from the Western Australian Local Government Grants Commission.

Comment:

The most recent submission was forwarded to the WALGGC in April 2011. Correspondence has been received back from the Commission requesting a meeting with Council at the end of June. The letter is attached at **APPENDIX 5**.

Financial Implications:

Council grant from the Commission is below:

General Purpose Grant	\$70,981	Local Roads Grant	\$266,250
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Recommendation:

For Council's information.

Report Reference:	8.4.9
Subject:	Albany Highway Re-alignment
File Reference:	12.15.37
Statutory Reference:	<i>Nil.</i>
Author & Date:	R.N Duff 7 th June 2011

Background:

It has been identified that the two bridges on the Albany Highway in the Williams Townsite will need to be replaced by approximately 2011.

Main Roads distributed a Community Workshop Report held on the 13th March 2008 on the Bridge Replacement Project (see **APPENDIX 6**). The formation of a reference group to continue on with the project was set up. The Project Reference Group will comprise the following:

Main Roads personnel	3	
Shire of Williams Councillor	1	Cr Richard Johnstone
Shire of Williams CEO	1	
Williams Community Representatives	2	Mr. Greg Atwell and Mr. Hedley Fowler

The first meeting was held on Monday 22nd September 2008.

Comment:

Main Roads recently met at the Shire office to discuss this project which has caused the CEO to seek confirmation from Council that it is happy with the final concept plan. Therefore the CEO has sought comment from Main Roads on the status of the project to which the following information has been received from Joanne Jurica, Main Roads Narrogin.

1. *MRWA have kept to the concept the Community / Reference Group had agreed and along the road alignment that Council had endorsed.*
2. *The plans have progressed and perhaps the copy you have may be out of date.*
3. *We need to check and ensure that the public sees the most up to date plans. Please withdraw the plans you have from public viewing.*
4. *A copy of the latest plans will be provided to you ASAP.*
5. *The Region has managed to obtain “2011/12 money” to progress the development of this project further.*
6. *We plan to use the money to carry out foundation investigations; design 2 x bridges (Concept Plans Only) and carry out Heritage and Environmental Investigations.*
7. *Today Henryk and myself had met with Bridge Design Engineers to discuss the project.*

A copy of the latest re-alignment concept is attached at **APPENDIX 7**.

Financial Implications:

Nil

Voting Requirements:

Simple Majority

Recommendation:

For Council consideration

Paterson/Cavanagh

That Main Roads Regional Manager, Bernie Miller be invited to a Council meeting to discuss the Albany Highway realignment.

**Carried 9/0
Resolution 274/11**

8.5 DEPUTY CHIEF EXECUTIVE OFFICER’S REPORT

8.5.1 ACCOUNTS FOR PAYMENT

Cavanagh/Earnshaw

That Municipal Fund cheques 103284 – 103298, EFT and Direct Debits totalling \$256,075.29 and Trust Fund cheques 1126 – 1127 totalling \$528.00 approved for payment by the Chief Executive Officer be endorsed and that Municipal Fund cheques 103299 – 103307 totalling \$42,421.32 and Municipal Fund EFT transfers totalling \$41,587.19 be approved for payment.

**Carried 9/0
Resolution 275/11**

8.5.2 FINANCIAL STATEMENTS

Medlen/Earnshaw

That the financial statements presented for the period ending 31st May 2011 be received.

**Carried 9/0
Resolution 276/11**

8.6 COUNCILLORS

9.0 ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

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

**MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS ON
WEDNESDAY 15TH JUNE 2011**

10.1 ELECTED MEMBERS

10.2 STAFF

Nil

11.0 LEAVE OF ABSENCE

12.0 INFORMATION SESSION

13.0 MEETING CLOSURE

There being no further business for discussion the President declared the meeting closed at 5.11pm