

## **SHIRE OF WILLIAMS**

### **MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY 16<sup>TH</sup> JUNE 2010**

#### **1.0 OPENING**

##### **1.1 DECLARATION OF OPENING**

The President declared the meeting open at 1.30pm

##### **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	

R Duff	Chief Executive Officer
IR Ball	Deputy Chief Executive Officer
Heidi Cowcher	Community Development Officer (1.35pm - 2.09pm)
Steve Friend	Environmental Health Officer/Building Surveyor (2.25pm - 2.53pm)
Tony Kett	Works Supervisor (2.10pm - 2.23pm)

##### **2.2 APOLOGIES**

Nil

#### **3.0 PUBLIC QUESTION TIME**

Nil

#### **4.0 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**5.0 DECLARATIONS OF INTEREST**

<b>DECLARATION OF INTEREST</b>	
Name / Position	Councillor Johnstone
Item No. / Subject	Item 8.3.5 Unauthorised Building Works at Lot 13061 McKenzie Rd
Type of Interest	Financial Interest
<b>DECLARATION OF INTEREST</b>	
Name / Position	Councillor Earnshaw
Item No. / Subject	Item 8.3.5 Unauthorised Building Works at Lot 13061 McKenzie Rd
Type of Interest	Financial Interest
<b>DECLARATION OF INTEREST</b>	
Name / Position	Councillor Paterson
Item No. / Subject	Item 8.3.5 Unauthorised Building Works at Lot 13061 McKenzie Rd
Type of Interest	Financial Interest

**6.0 CONFIRMATION OF PREVIOUS MINUTES****6.1 ORDINARY MEETING MINUTES*****Major/Earnshaw***

That the minutes of the Ordinary Meeting held in the Council Chambers on Wednesday 19<sup>th</sup> May 2010, as circulated, be confirmed as a true and correct record of proceedings.

**Carried 9/0  
Resolution 248/10**

**6.2 4WD VROC MEETING MINUTES*****Major/Johnstone***

That the minutes of the 4WD VROC Meeting held on Tuesday 25<sup>th</sup> May 2010, as circulated, be received.

**Carried 9/0  
Resolution 249/10**

**7.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

**8.0 REPORTS OF COMMITTEES/OFFICERS AND COUNCILLORS****8.1 COMMUNITY DEVELOPMENT OFFICER'S REPORT****8.1.1 Local Government Week 2010 – Banner**

Williams Primary School (Years 3-7, under the guidance of Mr Hamilton) have been engaged to paint the 2010 Shire of Williams entry into the Local Government Week Banner competition. A sketch drawing is included at Appendix A. The banner is due for completion at the end of June 2010. The banner will be on display in St George's Terrace and Adelaide Terrace from Sunday 1<sup>st</sup> August to Saturday 14<sup>th</sup> August. Once the banner is received back, it could be hung on the banner pole outside of the Post office.

***For information.***

**8.1.2 Tarwonga Tennis Club – CSRFF Small Grants**

Tarwonga Tennis Club has unfortunately been unsuccessful once again in their endeavours for funding to assist with the upgrade of the 6 courts at their Club. Attached at Appendix B is a list of the successful clubs across the State.

I have been advised that the Club will now pursue asphalt sealing of the 6 courts with the \$60,000 funding allocated by the Shire in 2009.

Once the Shire has completed a Needs Assessment/Feasibility Study of all its sporting facilities across the Shire, no doubt the Tarwonga Tennis Club will once again request consideration for CSRFF funding to assist with the installation of a plexipave overlay, as proposed as part of their original project.

***For information.***

**8.1.3 LEMC Plan Review - Update**

The review of the Shire of Williams LEMC plan continues. A revision of the risk assessments and treatment options will be undertaken in the next couple of weeks, followed by a circulation for comment of the draft document. It is anticipated that the revised document will be finalised prior to bushfire season 2010.

***For information.***

**8.1.4 DSR – Club Development Officer**

A short survey of all sporting and recreation club's has been distributed seeking input from the club's into their future needs for the next 5 years, as well as an audit of the individual club status in terms of incorporation etc. As the surveys are returned, the results will be collated and used in the development of the Shire's Strategic Plan and Forward Capital Works Program required in order to access Country Local Government Funding for the next 4 years.

We are also currently finalising the funding agreement for the CDO position, including the Key Result Schedule, which details key performance indicators required to be achieved for the position over the duration of the project. A draft is included in Appendix C.

***For information.***

**8.1.5 Williams St John Ambulance New Building**

Building is nearing completion with the final finishing touches (final painting, installation of mosaic in foyer and floor coverings) being completed over the last month and the coming month. Paving has been installed, including the signature pavers. Due to a number of late queries, the sub-centre is currently taking late orders for pavers, which will also be included at the front of the building. The driveway is being sealed with assistance provided by RevHeads Narrogin on the 12<sup>th</sup> June 2010.

The 4<sup>th</sup> progress report has been completed for Royalties for Regions Regional Grant Scheme funding. The final contribution (\$11,000) will be made available at practical completion, after which a final report on the funding received will need to be prepared. This will be complete the funding reports required for the project.

The project has two remaining funding applications pending – Lotterywest (via State office) for \$15,306 for fit out of the building and Volunteer Grants 2010 for \$2242 for an office desktop computer and workstation. The outcome of both these funding programs should be known in the next couple of months. There are no reporting requirements on either of these funding programs (project acquittal includes presentation of receipts as proof of purchase).

Currently preparations are underway for the official opening, which has been set for Friday 3<sup>rd</sup> September 2010, at 10:30am which all Councillors will be invited to attend. The invitation list has been finalised, with the invitations to be printed by the Williams Community Resource Centre. Honour Boards recognising funding partners (including the Shire of Williams) on one board and corporate sponsors on a second board are currently being organised. These will be hung in the foyer of the new facility.

***For information.***

**8.1.6 Williams Community Resource Centre – Regional Collocation Scheme Annual Report 2008/9**

As required annually for 10 years after the date of the agreement for the funding from the Regional Collocation Scheme (\$95,062 funded in 2002), a report has recently been completed for 2008/9. Included in the report was an income/expenditure statement on the centre and a report on the outcomes and achievements of the centre with respect to the main objectives of the Regional Collocation Scheme funding. These reports will be required to be completed until 2014/15.

***For information.***

***Logie/Medlen***

That the Community Development Officer's Report be received.

**Carried 9/0  
Resolution 250/10**

**Late Item**

***Medlen/Earnshaw***

That the following late item be accepted as urgent for discussion.

**Carried 9/0  
Resolution 251/10**

**8.1 COMMUNITY DEVELOPMENT OFFICER'S REPORT - LATE ITEM**

**8.1.7 Williams Recreation Needs Assessment/Feasibility Study**

As Council is well aware, Council has been unsuccessful in recent applications to the Department of Sport and Recreation's Community Sport and Recreation Facilities Fund for both Tarwonga Tennis Club (two consecutive applications) and Williams Bowling Club.

The advice that was received when the bowling club application was rejected was:

*The fund had a record amount of money requested, with \$44 million in requests and only \$17 million worth of projects approved. Royalties for Regions has obviously put great pressure on the fund state wide. In the Wheatbelt we had 23 applications and only 7 were successful, and many with not as much as they had requested.*

*It was seen that there was higher priorities within the sport [bowling] within the State. Synthetic greens were the most requested project, with not enough money in the round to satisfy the request.*

*It was also recommended that the Shire undertake a plan for all facilities within their LGA.*

The most recent advice that was received when Tarwonga was rejected was less specific, but highlighted the over subscription of the fund as the main reason projects were not successful.

As has been discussed at Council previously, a decision needs to be made as to whether Council now consider the preparation of a Plan to support the future developments for all our sporting and recreation clubs, and therefore future CSRFF applications.

It is highly likely that any future CSRFF applications will not be considered favourably until such time as a Needs Assessment/Feasibility Study has been completed to support any request.

This study, once completed, will support and add to the proposed Forward Capital Works, Asset Management Plan and Long Term Financial Plan that we are currently working on to support R4R Country Local Government Fund allocations from 2010/11 onwards.

DSR provided shire staff with a list of approved Consultants who have undertaken work for CSRFF projects in the past. All of these consultants were contacted in February to discuss their previous local government work and whether they would be in a position to work collaboratively with Council to develop a Recreation Needs Assessment/Feasibility study in the future.

Shire staff have contacted and had discussions with Darren Monument from A Balanced View Leisure Consultancy Services, a quote for which is attached. ABV has recently completed plans for the Shires of York and Kellerberrin.

ABV has offered to work with Council staff to collaboratively complete a review of current facilities and consider future needs/development to support any future CSRFF applications. ABV would be able to commence work in late July, with Council staff completing background work prior to this, with a view of potentially completing the plan in time for the October round of CSRFF (if the Bowling Club wish to consider resubmitting their application – of which Council has not received any advice as to whether they wish to do this or not).

Council has a number of options to consider in regards to a Recreation Needs Assessment/Feasibility Study.

1. Do not use Consultant to prepare a Recreation Needs Assessment/Feasibility study – complete plan in-house at the same time Forward Capital Works/Asset Management Plan & Long Term Financial Plans are completed. *For:* Initially save \$15-\$20,000 consultants fees (will still cost in staff time and resources); *Against:* Plan may not be accepted by Department of Sport and Recreation for future CSRFF funding requests.
2. Use Consultant & Apply for CSRFF Small Grants (next round opens July 2010 with outcome known around December 2010) – Funding request \$6666, Council contribution \$13,334. *For:* Council can apply for up to 1/3 of the total cost of the project. *Against:* As funding outcome would not be known until late in 2010, this would mean that the Bowling Club would not have the necessary supporting documentation to make an application to CSRFF in October 2010 as the consultant would not be able to commence the preparation of the report until the first half of 2011. This results in applications to CSRFF being delayed 12 months.
3. Use Consultant and Council fund the full cost (\$15-20,000). *For:* Preparation of the plan would be able to be commenced in July/August 2010, which means that Sporting groups may be able to apply for CSRFF funding in October 2010; *Against:* Council has to fund the full cost of the Plan.

*For Council's consideration*

**Heidi Cowcher**  
**15<sup>th</sup> June 2010**

***Cavanagh/Major***

That Council appoint A Balanced View Leisure Consultancy and fund the full cost of the preparation of the Recreation Needs Assessment Feasibility Study.

**Carried 9/0**  
**Resolution 252/10**

**Ms Cowcher left the meeting at 2.09pm**

Works Supervisor Tony Kett attended the meeting at 2.10pm to discuss his report.

## **8.2 WORKS SUPERVISOR'S REPORT**

### **8.2.1 Maintenance Grading**

McKenzie Rd, Zilko Rd, Marling Rd, Munday Rd, Quindanning-Darkan Rd, Cowcher Rd, Culbin-Boraning Rd, Top End Rd, Bates Rd

### **8.2.2 Construction**

Sealed Marradong Road  
Sealed back lane behind woolshed  
Tree clearing on Hurley Road  
Picking up spoil on Wangelling Gully Road

### **8.2.3 Mechanical Report**

Serviced the following vehicles:

- CAT grader
- Volvo grader
- Volvo excavator
- JCB loader

All are 250 hour services.

### ***Earnshaw/Johnstone***

That the Works Supervisor's Report be received.

**Carried 9/0  
Resolution 253/10**

Mr Kett left the meeting at 2.23pm

Environmental Health Officer/Building Surveyor Steve Friend attended the meeting at 2.25pm to discuss his report.

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

### **8.3.1 Building Permits**

No building permit were issued this month

Building inspections ongoing.

### **8.3.2 Food Premises Inspection**

Quindanning Inne – Premises were found to be clean at the time of the inspection. This included the kitchen, bar and accommodation areas. The inspection was routine however the timing was in part as a result of a complaint about food poisoning supposedly contracted after eating a meal there. I went through the whole scenario with the owner however it is impossible to determine whether the complaint could be verified or not due in part to the time lapse.

### **8.3.3 Submission for Accommodation Units Shady Acre caravan Park**

#### **Background:**

At the May Council meeting CBH made an informal application to site four onsite accommodation units consisting of 4 x 1 bedroom dongas with ensuites, with a mess and activities room. The area that the proposal would occupy would be to the south of the existing caravan park area but to the north of the Williams Narrogin Rd (map in attachment).

At the May meeting “in principle support” was given with the following provisos:

- Plans and specifications to enable a building permit being submitted
- Plans and specifications being submitted to FESA for comment and compliance with their recommendations
- The complex being connected to the deep sewerage system
- The fire hose reel system of the caravan park being extended to provide coverage to the complex
- The internal road system servicing this complex being sealed, kerbed and drained to the satisfaction of the Shire
- A disabled compatible donga including toilet facilities being provided

CBH have made a submission regarding the “in principle” support conditions (attached).

**Comment:**

CBH agree with several points and disagree with several others. It is easier to discuss only the ones that they disagree with.

- Submission of plans to FESA – CBH quite rightly have pointed out that the buildings could be correctly classified as class 1b and as such, do not have to go to FESA for comment. The Building Regulations only require buildings of class 2 – 9 being required to be sent to FESA for comment. This point could be omitted.
- Connecting the fire hose reels to service the complex – CBH believe that as the rooms will have a hard wired smoke detector and that a fire extinguisher will be attached to each donga, that the fire fighting will be adequate. The BCA requires hard wired smoke alarms in each bedroom and any common room in a class 1b building. This is regardless of whether it has fire hose reels or extinguishers. This complex will be situated in a designated caravan park and by CBH’s own admission, could be used by the general public for extended periods in any one year. It is a requirement of the Caravan Camps Regulations that a fire hose reel is provided where there is adequate pressure to operate them. CBH do not state that there is insufficient pressure so I consider it a reasonable requirement to extend the system to cover the complex. It must be remembered that this complex will become part of the caravan park and it is a requirement that caravan parks are covered by fire hose reels. To suggest that there is a lesser danger of fire occurring in this complex than the rest of the caravan park is not sustainable. If there is any doubt the matter could be referred to FESA for a comment despite point 1 above.
- CBH do not agree with the requirement to provide a disabled suitable donga and toilet facility – CBH point out that the buildings are a class 1b and as such disabled access is not required as far as the BCA is concerned. They also point out that there are disabled toilet and shower facilities in the existing toilet block. This is correct but the toilet block is a fair way away and maybe impractical for a disabled person to gain dignified access. It is my contention that CBH are relying too heavily on the BCA and that Council can impose conditions on the application as it sees fit under planning grounds. Council can either require disabled accommodation and or disabled toilet facilities under the planning process quite apart from what the BCA requires. The question is, does Council believe that access for disabled persons should be a consideration. Certainly probably not for the CBH workers who will use the complex, but as pointed out, for perhaps for the majority of the year, it could be used by the general population and that might include a disabled person. Certainly all new buildings of a class 2 – 9 require disabled toilets under the BCA. However as stated this is a development application and consideration should be given to this. Funnily enough their own plan shows a disabled parking bay – maybe this is only for visitors!

I have spoken to a person from the Disability Services Commission who has been quite helpful on this matter. He contends that the Disability Discrimination Act would make it unlawful to not consider the needs of a disabled person in this instance. He explained that with the number of rooms proposed it was discriminatory to not provide for disabled people. This relates to the accommodation and toilet facilities. He also pointed out that the BCA next year will require disabled access to class 1b buildings, although it does not at this point in time.

Council can consider CBH’s submission and respond accordingly. CBH will then make a formal Development Application to Council concerning the proposed development.

For Council Consideration:

***Cavanagh/Medlen***

That Council advise CBH the following in relation to any planning application submitted for accommodations units at the Shady Acre Caravan Park:

1. That Plans are not required to be submitted to FESA
2. The requirement to locate Fire Hose Reels stands as previously advised
3. The necessity to provide a disabled compatible accommodation unit stands as previously advised

**Carried 8/1  
Resolution 254/10**

Reasons for the above resolution are:

Council reiterated its position in relation to points 2 and 3 above but acknowledged that the correct classification of the units is class 1b and therefore there is no need to submit the plans to FESA.

Council resolved that the requirement for fire hose reels was not an unreasonable request as -

- The accommodation units will be situated in a caravan park where all the other infrastructure is required to be covered by a FHR and this should be no different
- There is not a lack of water pressure so there is no reason to waive the requirement for FHR as per Regulation 33 (1) and (2) of the Caravan Parks and Camping Grounds Regulations 1997
- The units will be occupied by people other than CBH employees and there is always the possibility of a fire in any of the proposed buildings
- The cost of providing a FHR would not be prohibitive in the scheme of things
- The provision of a FHR will help to protect your investment should a fire break out

With respect to the disabled person facility, Council also resolved not change this requirement due to –

- The fact that the units will be available to the general public at various times and will not be exclusive to CBH employees
- Council believes it is discriminatory to exclude a disabled person to this facility
- Your plan shows a disabled parking bay yet does not propose to have a facility available that they can access
- It is expected that the Building Code of Australia (BCA) will require disabled access to class 1b buildings in the 2011 code and is prepared to pre-empt this
- The provision of a disabled friendly facility could possibly be an attraction and help promote the facility to the public.

***Medlen/Major***

That the Environmental Health Officer/Building Surveyor's Report be received and the following late items be accepted as urgent for discussion.

**Carried 9/0  
Resolution 255/10**

**8.3 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR'S REPORT - LATE ITEM**

<b>Reference:</b>	<b>8.3.4</b>
<b>Subject:</b>	<b>Application for Itinerant Food Vendors Licence</b>
<b>File Reference:</b>	7.44.10
<b>Statutory Reference:</b>	Shire of Williams Consolidated Health Local Laws
<b>Author &amp; Date:</b>	R.N Duff 16 <sup>th</sup> June 2010

**Background:**

Capel Fresh Fruit & Vegetables propose to commence an itinerant fruit and vegetable truck run between Capel and Southern Cross. They request advice and requirements Council may have in respect to the proposed service. The issue of a Itinerant Food Vendors License is covered under Part 10 of the Shire of Williams Consolidated Health Local Laws.



**Comment:**

**PART 10 - ITINERANT FOOD VENDORS**

**Division 1 - General**

**Interpretation**

10.1.1 **“Itinerant Food Vendor”** means a person who travels along the road looking for customers and who sells food from his vehicle parked temporarily on the road to customers who stop him or come to him while he is so parked.

**Itinerant Food Vendor's Licence**

- 10.1.2 (1) An Itinerant Food Vendor shall not offer for sale or sell food unless he or she -
- (a) is the holder of an Itinerant Food Vendor's licence issued by the Council under this Section;
  - (b) complies with any conditions to which the licence is subject; and
- (2) An application for an Itinerant Food Vendor's licence shall be -
- (a) made by the proprietor or, where there is more than one proprietor, by each proprietor;
  - (b) made in the form prescribed in Part 12, Schedule 14; and
  - (c) forwarded to the Council together with the fee as fixed from time to time by Council under Section 344C of the Act.
- (3) An application for a licence under this clause shall be determined by the Council which may approve the application, with or without conditions, or reject the application.
- (4) Where the Council approves, with or without conditions, an application under this Local Law, an itinerant food vendor's licence shall be -
- (a) in the form in Part 12, Schedule 15,
  - (b) signed by an Environmental Health Officer; and
- shall be issued by the Council.
- (5) A licence issued under this clause shall be valid until 30 June next following the date of issue of the licence by the Council.

**Voting Requirements:**

Simple Majority

**Recommendation:**

For Council Consideration

**Johnstone/Patterson**

That Capel Fresh Fruit & Vegetables be granted an Itinerant Vendors Licence subject to paying the annual fee and parking in Brooking Street not being authorised.

**Carried 8/1  
Resolution 256/10**

**Crs Paterson, Earnshaw and Johnstone declared an interest in the following item and left the meeting at 2.43pm**

<b>Reference:</b>	<b>8.3.5</b>
<b>Subject:</b>	<b>Unauthorised Building Works at Lot 13061 McKenzie Rd</b>
<b>File Reference:</b>	13.34.10
<b>Statutory Reference:</b>	Local Government ( <i>Miscellaneous Provisions</i> ) Act 1960 s401
<b>Author &amp; Date:</b>	R.N Duff 16 <sup>th</sup> June 2010

**Background:**

On or about 26 February 2002, the owners of Lot 13061 McKenzie Rd submitted to the Shire an application for a building license to construct a 270 square metre “farm shed” on the property.

On 10 April 2002, the Shire wrote to the owners noting that the application for a building license was not accompanied by any detail relating to the proposed shed's construction. The Shire advised that detailed plans and specifications, including a site plan, was needed before the application would be considered for approval.

The Shire did not receive a response to its letter from the owners and therefore took no further action in relation to the matter.

In September/October 2008, the Shire received a complaint from a person previously employed by Elite Grains regarding the lack of toilet facilities at the property.

The Shire determined that the Unauthorized Buildings were properly categorised as class 8 buildings under the BCA and by letter 29 October 2008 invited the owners to submit plans and specifications for the sheds endorsed by a structural engineer so that retrospective approval could be granted for the erection of the sheds. The Shire advised that the existing chemical toilet was not what was required by the BCA and that a toilet facility complying with the BCA was needed.

Follow up letter requesting a response from the owners was sent on the 13<sup>th</sup> February 2009.

The matter has been heard at the State Administrative Tribunal with Council being required to conduct an onsite visit to determine the actual classification of the building. Council held the onsite visit prior to the May Council meeting and made the following resolution:

*Major/Medlen*

*That Council*

- *after visiting the buildings determines that both "portions" of the shed are a class 8 building*
- *requires plans and specifications of the shed/s be submitted to the Shire*
- *requires an engineer to certify that the class 8 shed/s are structurally sound*
- *requires plans of the sheds be submitted to FESA for their comments*
- *requires a flushing toilet and septic system be provided for the use of employees in the class 8 portion/s of the shed/s*
- *waives the requirements of a disabled toilet*

*Carried 5/1  
Resolution 225/10*

The owners of the land were advised of this resolution through our legal advisor prior to a SAT mediation hearing held yesterday (15th June 2010).

**Comment:**

Cr Cowcher, Steve Friend (EHO/BS) and the Chief Executive Officer attended the SAT mediation yesterday and subject to Council resolution at today's meeting and agreement has been made with the owners of the land.

**Action required**

Council have previously indicated that all buildings that make up the Elite Grains facility should be classified as Class 8. As a result of yesterday's mediation it was agreed that Council should revoke its May decision as per Local Government (Administration) Regulation no. 10 and adopt a new resolution

That Council

- agrees that only the "Primary Shed" is a class 8 building

Consequently, the Shire advises that in the event of the applicants applying for a building approval certificate in respect of the shed, the Shire will issue a building approval certificate based on the Primary Shed being a Class 8 building and the certificate being subject to the following conditions:

1. the applicants submitting to the Shire plans and specifications for the Primary shed
2. the shed being certified as structurally sound by a qualified engineer;
3. the applicants submitting plans and specifications for the shed to FESA and the applicants complying with any conditions/requirements imposed by FESA; and
4. the applicants installing a flushing toilet and septic system (note: the Shire waives any requirement for a disabled toilet).

**Voting Requirements:**

Simple Majority

***Recommendation:***

That Council revoke resolution 225/10 in May 2010 and adopt the above.

***Major/Medlen***

That Council revoke resolution 225/10 of the May 2010 Ordinary Meeting.

**Carried 6/0  
Resolution 257/10**

***Cavanagh/Medlen***

That Council

- agrees that only the “Primary Shed” is a class 8 building

Consequently, the Shire advises that in the event of the applicants applying for a building approval certificate in respect of the shed, the Shire will issue a building approval certificate based on the Primary Shed being a Class 8 building and the certificate being subject to the following conditions:

1. the applicants submitting to the Shire plans and specifications for the Primary shed
2. the shed being certified as structurally sound by a qualified engineer;
3. the applicants submitting plans and specifications for the shed to FESA and the applicants complying with any conditions/requirements imposed by FESA; and
4. the applicants installing a flushing toilet and septic system (note: the Shire waives any requirement for a disabled toilet).

**Carried 6/0  
Resolution 258/10**

**Crs Paterson, Earnshaw and Johnstone returned to the meeting at 2.53pm**

**Mr Friend left the meeting at 2.53pm**

**8.4 CHIEF EXECUTIVE OFFICER’S REPORT**

<b>Report Reference:</b>	<b>8.4.1</b>
<b>Subject:</b>	<b>Shire of Williams Strategic Plan</b>
<b>File Reference:</b>	4.21.40
<b>Statutory Reference:</b>	<i>Section 5.56 Local Government Act 1995</i> <i>Section 19C &amp; 19D Local Government (Administration) Regulations 1996</i>
<b>Author &amp; Date:</b>	R.N. Duff 9 <sup>th</sup> June 2010

**Background:**

The Shire of Williams originally completed a Corporate Plan (Strategic Plan) back in May 1994. This document has been the basis for which the Shire has based its strategic activities on with the activities being reviewed on a regular basis. This document was converted into the Principle Activities Plan which became a requirement when the new Local Government Act was legislated in 1995. The Principle Activities Plan was

renamed the Plan for the Future in recent years yet remaining in much the same format as previous documents.

**Comment:**

The Shire of Williams has an opportunity to look at what is important for the community and how the Council can satisfy the community. The opportunity has arising because of the implementation of the Country Local Government Fund and the requirement for Council to prepare a Capital Works Plan as a prerequisite to receive this funding. The Shire of Williams has been granted \$35,000 by the Department of Regional Development and Lands to formalise and document this process.

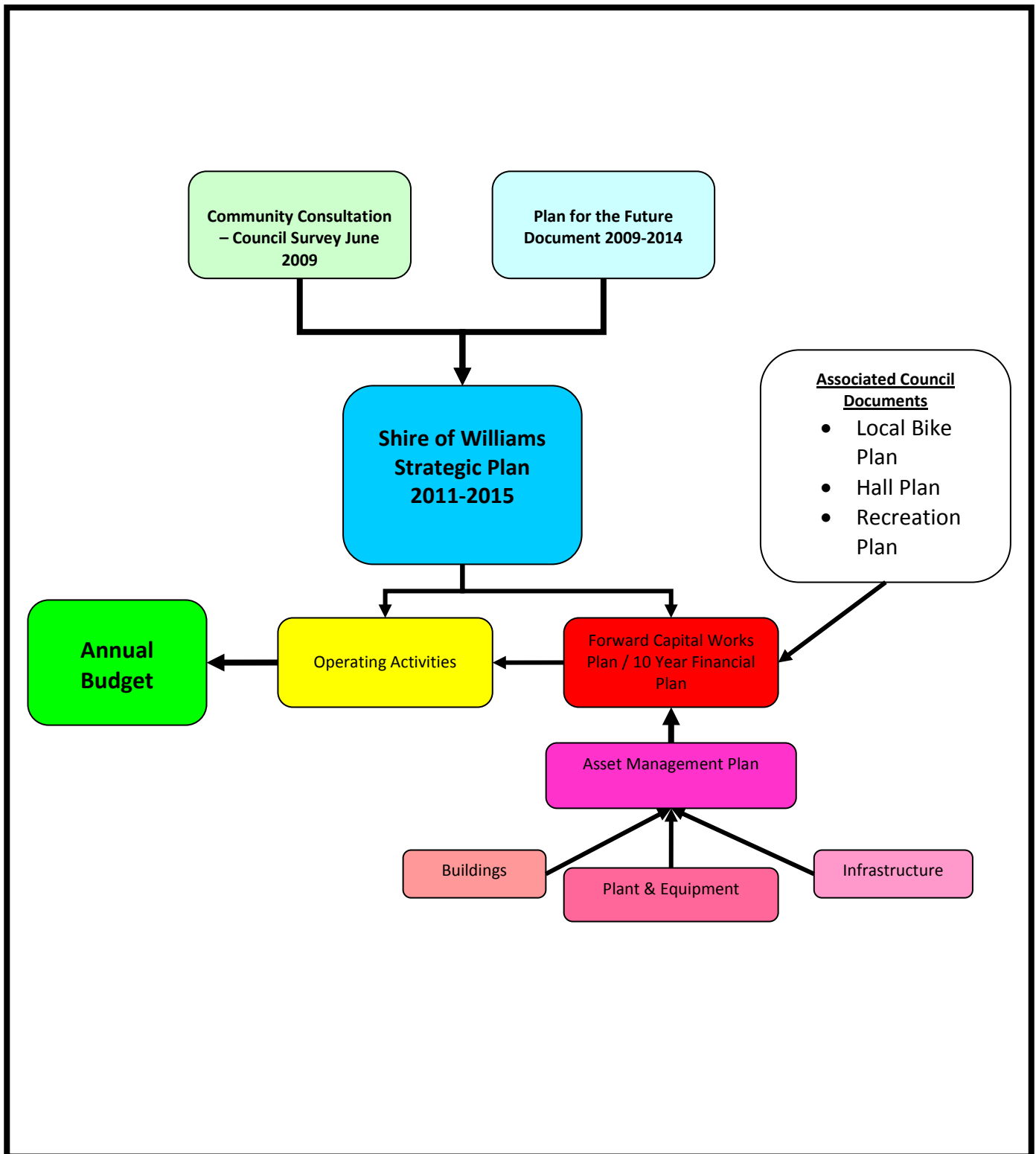
Using previous documents and the strategies included in those documents the CEO has restructured and revised the Shire of Williams Strategic Plan for Council to consider prior to seeking public comment. The Draft Strategic Plan is attached at **APPENDIX 1**.

Councillors are requested to review this document and pass any comments on to the CEO. Whilst reviewing the document the dot points below should be considered:

- Determine a purpose and direction for the organisation,
- Establish goals and targets for both the Shire and changes occurring within the community and society as a whole,
- Develop strategies together with a process of implementation to achieve the above.

The proposed timeline for the adoption of the Strategic Plan is:

June 2010 -	1 <sup>st</sup> Draft Presented to Council
July 2010 -	Council adopts the Strategic Plan for Public Comment
July 2010 -	Advertise for Public Comment
August 2010 -	Council to formally adopt the Strategic Plan
December 2010 -	Capital Works Plan Completed and Approved by DRDL
January 2011 -	Council receives 2010/11 Country Local Government Fund Allocation



**Financial Implications:**

The financial implications of preparing the strategic plan have, to date been limited to staff costs. Once formally adopted by Council the plan will guide major shire expenditure into the foreseeable future.

**Voting Requirements:**

Simple Majority

**Recommendation:**

That Councillors review the Strategic Plan document and make comments prior to adoption and the July 2010 Council meeting.

**Afternoon Tea**

**Council adjourned for afternoon tea at 3.10pm and resumed the meeting at 3.30pm**

<b>Report Reference:</b>	<b>8.4.2</b>
<b>Subject:</b>	<b>10 Year Road Construction Program</b>
<b>File Reference:</b>	12.15.30
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	R.N. Duff 9 <sup>th</sup> June 2010

**Background:**

The Shire of Williams regularly submits a 5 year road program to the Regional Road Group to allow the Regional Road Group to plan for future funding. The concept of this document has been expanded and extended to include Council's full road construction program for a period of 10 years. The document is attached at **APPENDIX 2**.

The purpose of the document is to give Councillors and the community a picture of what our road network will look like 10 years into the future. While not entirely accurate this document is a conceptual base plan and can be reviewed and amended by Council on an annual basis to reflect road funding levels.

**Comment:**

There is no legislative requirement for Council to produce this document but in doing so it will assist with future planning. The 10 Year Road Construction Program will run alongside the Shire of Williams Capital Works Plan

The proposed timeline for the adoption of the 10 Year Road Program is;

June 2010 -	1 <sup>st</sup> Draft Presented to Council
July 2010 -	Council adopts the 10 Year Road Program for Public Comment
July 2010 -	Advertise for Public Comment
August 2010 -	Council to formally adopt the 10 Year Road Program

**Financial Implications:**

In completing the 10 Year Road Construction Program Council will be in a far greater position to maximise road funding opportunities and plan annual road programs that can effectively include private works opportunities to increase Council's revenue.

**Voting Requirements:**

Simple Majority

**Recommendation:**

That Councillors review the 10 Year Road Construction Program document and make comments prior to adoption and the July 2010 Council meeting.

<b>Report Reference:</b>	<b>8.4.3</b>
<b>Subject:</b>	<b>Declarations of Interest Procedure</b>
<b>File Reference:</b>	4.50.00
<b>Statutory Reference:</b>	<i>Local Government Act 1995 s5.68</i>
<b>Author &amp; Date:</b>	R.N. Duff 10 <sup>th</sup> June 2010

**Background:**

The Chief Executive Officer has recently received a letter from the Department of Local Government

*"I refer to the letter to your predecessor dated 9 December 2008 regarding the manner in which Council dealt with allowing councillors with proximity interests to participate under section 5.68 of the Local Government Act 1995 at the Council meeting of 18 June 2008.*

*The Department has concluded its assessment of the matter and found that although it appears from the minutes of the meeting that councillors with proximity interests had made a disclosure the procedure used by Council to grant the councillors an exemption and allow them to participate failed to meet the requirements of the Act. Additionally the assessment found that the recording of the disclosures and the exemption granted in the Minutes did not meet the requirements of the Act and Regulations.*

*To prevent a repeat of these failings and to ensure full disclosure to its community the Council is requested to adopt procedural protocols to comply with the legislative requirements when granting exemptions under section 5.68 of the Act.*

*The Department also requests that you provide a copy of those protocols once adopted.”*

**Comment:**

To ensure that interests are properly disclosed a new item will be added to the Council Agenda and Minutes

## 5.0 Declarations of Interest

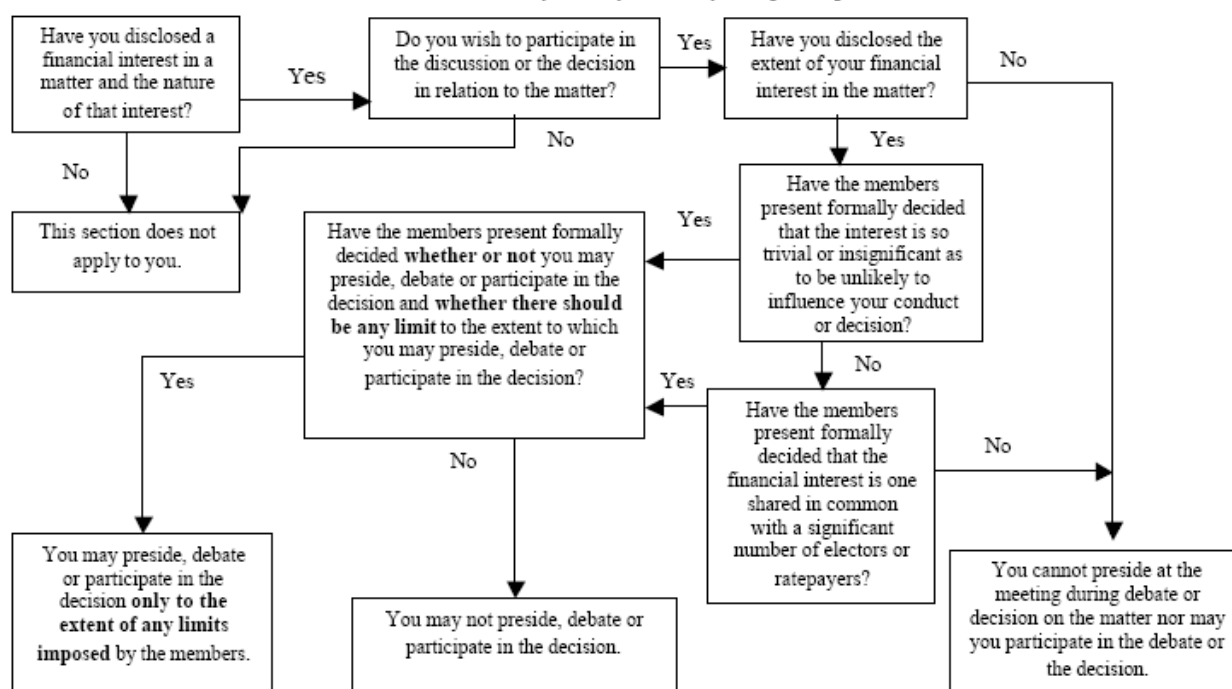
DECLARATION OF INTEREST	
Name / Position	Councillor #####
Item No. / Subject	Item 17.1, Small Local Projects Fund
Type of Interest	Financial Interest

<b>DECLARATION OF INTEREST</b>	
Name / Position	Councillor ?????
Item No. / Subject	Item 17.1, Small Local Projects Fund
Type of Interest	Interest Affecting Impartiality

In regard to correct procedural protocol each Councillor has been given a copy of the Financial Interest Handbook (1999) for future reference. This is attached at **APPENDIX 3**. Particular notice should be taken of the flowchart below which clearly indicates the process to deal with members interests.

**Figure 3: Section 5.68 (1) of the *Local Government Act 1995***

**Some circumstances in which members may allow you to stay and participate in relation to a matter**



*Figure 3 was sourced from the Department of Local Government's Financial Interest Handbook (July 1999)*

\*\*Prior to the remaining Councillors voting on whether or not a member may participate that member must leave the meeting.

**Financial Implications:**

Nil.

**Voting Requirements:**

Simple Majority

**Recommendation:**

That Council adopt the above flow chart as protocol for dealing with members Declarations of Interest.

**Carne/Earnshaw**

That Council adopt the above flow chart as protocol for dealing with members Declarations of Interest.

**Carried 9/0  
Resolution 259/10**

<b>Report Reference:</b>	<b>8.4.4</b>
<b>Subject:</b>	<b>Shire of Cuballing - Dual Fire Control Officer</b>
<b>File Reference:</b>	5.10.1
<b>Statutory Reference:</b>	<i>Bushfires Act 1954, s.38</i>
<b>Author &amp; Date:</b>	R.N. Duff 9 <sup>th</sup> June 2010

**Background:**

The Shire of Cuballing has requested that Mr. Nelson Young be appointed as dual fire control officer for the Shire of Williams and Shire of Cuballing 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. Nelson Young as a dual fire control officer for the Shire of Williams and Shire of Cuballing for the 2010/11 financial year.

**Paterson/Earnshaw**

The Shire of Williams appoint Mr. Nelson Young as a dual fire control officer for the Shire of Williams and Shire of Cuballing for the 2010/11 financial year.

**Carried 9/0  
Resolution 260/10**



<b>Report Reference:</b>	<b>8.4.5</b>
<b>Subject:</b>	<b>4WD Voluntary Regional Organisation of Councils (VROC)</b>
<b>File Reference:</b>	4.50.25
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	R.N. Duff      10 <sup>th</sup> June 2010

**Background:**

In September 2006 the inaugural meeting of the 4WD VROC was held. The participating Councils were Wagin, West Arthur, Williams, Woodanilling and Dumbleyung who then drafted a Memorandum of Understanding on how the VROC was to function.

The 4WD Group have been meeting regularly and working well together working towards the objectives identified in a report prepared by John Gilfellon.

**Comment:**

At the May 2010 4WD meeting the Shire of Dumbleyung requested that the 4WD VROC be expanded to include the Shires of Kent and Lake Grace who have been invited to recent meetings as observers. It was also suggested that the Shire of Katanning be allowed to attend 4WD Meetings as an observer.

In October 2006 – the 4WD Minutes indicate Dumbleyung suggested Kent and Lake Grace join but it was agreed that extra Councils would be too large and therefore the group to remain the same.

The Shire President and Deputy President recently met with the Shire of West Arthur to discuss this proposal. Cr Cowcher and Cr Earnshaw will give a summary of the meeting at the Council meeting.

**Financial Implications:**

It has not been determined at this stage how the 4WD Group is going to deal with the Country Local Government Fund Group allocation (35%). Dumbleyung had previously indicated that their funding would go to the Lakes VROC but should the make up of the 4WD VROC incorporate the Lakes VROC the pool of funding would increase significantly, but so would the decision making process on how to allocate the funding.

**Voting Requirements:**

Simple Majority

**Recommendation:**

That Council direct the delegate at the 4WD VROC meeting to vote against any proposal to allow the Shires of Lake Grace and Kent to be offered formal membership of the 4WD VROC and that the Shire of Katanning not be invited to attend any of the 4WD VROC meetings.

**Major/Medlen**

That Council direct the delegate at the 4WD VROC meeting to vote against any proposal to allow the Shires of Lake Grace and Kent to be offered formal membership of the 4WD VROC and that the Shire of Katanning not be invited to attend any of the 4WD VROC meetings.

**Carried 9/0**  
**Resolution 261/10**

<b>Report Reference:</b>	<b>8.4.6</b>
<b>Subject:</b>	<b>FESA – Total Fire Ban – Harvest and Movement of Vehicles Bans Review</b>
<b>File Reference:</b>	5.10.6
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	R.N. Duff      10 <sup>th</sup> June 2010

**Background:**

In December 2009 the Chief Executive Officer wrote to the Minister for Emergency Services expressing the Shire's absolute disagreement with the proclamation of a total fire ban within the Shire of Williams on the 29<sup>th</sup> December.

On this day the Fire Danger Index reached a high of 10.5. The total fire ban was put in place on the 28<sup>th</sup> December for the next day from 0700 hrs till 1900 hrs based on forecast weather conditions.

**Comment:**

As a result of the Shire's letter and many other complaints on the 29<sup>th</sup> December FESA have agreed to review the continuation of Harvest and Movement of Vehicle operations. On the 9<sup>th</sup> June FESA representatives met with the Shire President, Chief Bushfire Control Officer and the Chief Executive Officer to discuss the review paper and seek Council comments.

The review paper is attached at **APPENDIX 4**.

In summary the review paper will be recommending that Local Governments instigate harvest and movement of vehicle bans once the actual FDI has reached 35. This would exempt harvesting and the movement of vehicles in paddock from the Total Fire Ban Legislation requirements.

Note. Fire control officers within the Shire of Williams generally instigate harvest and movement of vehicle bans once the FDI has reach 30.

**Financial Implications:**

Nil.

**Voting Requirements:**

Simple Majority

**Recommendation:**

That the Shire of Williams endorses the FESA Harvesting and Vehicle Movement Bans Review paper.

**Medlen/Johnstone**

That the Shire of Williams endorses the FESA Harvesting and Vehicle Movement Bans Review paper.

**Carried 9/0  
Resolution 262/10**

<b>Report Reference:</b>	<b>8.4.7</b>
<b>Subject:</b>	<b>Welldon Beef – Request for upgrade of Glenfield Road</b>
<b>File Reference:</b>	12.15.36
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	R.N. Duff      10 <sup>th</sup> June 2010

**Background:**

Letter Received from Welldon Beef owner Gordon Atwell:

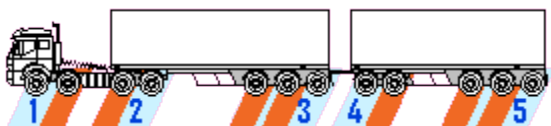
*On behalf of Welldon Beef I would like to request that the Shire consider the upgrading of Glenfield road, particularly from Petchell Rd to the Welldon Beef gateway.*

*Our number of cattle are expanding every year and we are now using 3000 tonnes of grain and therefore the number of large trucks that are coming to the property has increased. We feel that the road is dangerously narrow to accommodate the large number of vehicles now using Glenfield road. Welldon Beef personally cart two to three times per week from the feed lot, with some week extra loads are required.*

*With the increased number of trucks that are now using the road we feel it requires to be widened to accommodate the extra traffic for safety reasons.*

**Comment:**

- Glenfield Total Road length – 14.81km (Section requested is 3.15km)
- Glenfield Rd is RAV Category 3 Road – which allows up to a 27m road train to access the road as below;



- Traffic Counts – The most recent traffic count was from August 2005 which indicated usage of 23 vehicles per day.
- Truck movements for Welldon Beef (approximate) -3000 tonne / 50 tonne loads = 60 truck movements year. Cattle Carting = 3 loads per week = 156 truck movements per year
- Works Required – Comments to be given by works Supervisor at the Council meeting.
- Works costing - Comments to be given by works Supervisor at the Council meeting

**Financial Implications:**

As above

**Voting Requirements:**

Simple Majority

**Recommendation:**

For Council's consideration

**Medlen/Earnshaw**

That Glenfield Road be inspected by the Chief Executive Officer and Works Supervisor and if an upgrade is considered warranted the road be included in the 2010/2011 Road Program for Council consideration.

**Carried 9/0  
Resolution 263/10**

<b>Report Reference:</b>	<b>8.4.8</b>
<b>Subject:</b>	<b>Amendment 15 to the Shire of Williams Town Planning Scheme No 2 – Change of Amendment Number to Amendment 16</b>
<b>File Reference:</b>	10.64.20
<b>Statutory Reference:</b>	Nil
<b>Author &amp; Date:</b>	Gray & Lewis Landuse Planners 10 <sup>th</sup> June 2010

**Background:**

Description of Amendment

The Shire seeks to undertake a future industrial subdivision on the northern portion of Lot 12070 Albany Highway, Williams.

The subject land is currently zoned 'Rural' under the Shire of Williams Town Planning Scheme No 2. In order to facilitate subdivision a portion of Lot 12070 needs to be re-zoned to 'Industrial'. A small portion containing remnant vegetation (and proposed to be used for drainage) is also proposed to be zoned 'Public Purpose'.

#### Initiation of Amendment 15

The proposed Industrial Amendment was formally initiated by Council as Amendment 15 at its meeting held in May 2010. The amendment has been lodged with the Environmental Protection Authority seeking their advice prior to advertising.

#### **Comment:**

#### Amendment Number

The last Scheme Amendment processed for the Shire was Amendment 14 (Peter Webb and Associates) so Gray & Lewis allocated number 15 for the Shires Industrial amendment. Number 14 was the last gazetted amendment number listed in the Scheme amendment list on the WAPC website.

Gray & Lewis notified the Western Australian Planning Commission of the amendment, and they have advised that number 15 was already used for an amendment in 2004, and that this new amendment needs to be allocated with number 16.

In order to avoid confusion, and so that the amendment can be formally advertised as number 16 instead of 15, it is proposed to obtain a new Council resolution to correct this anomaly.

Gray & Lewis has formally advised the EPA that the amendment number is being changed.

No other changes to the amendment are proposed other than allocating the new amendment number 16.

#### **Strategic Implications:**

The Shires Townsite Expansion Strategy gives direction to the Shire, the Department for Planning and Infrastructure, Western Australian Planning Commission, the Minister and the State Administrative Tribunal in assessment of amendments, subdivision, development, applications for review and provide strategic planning support for this decision making.

The amendment is consistent with the Shires amended Strategy which will be advertised concurrently with the amendment.

#### **Sustainability Implications:**

##### ➤ **Environment**

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

##### ➤ **Economic**

The inclusion of short term industrial land / development will have economic benefits, provide for investment opportunities and may generate employment.

##### ➤ **Social**

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

#### **Financial Implications:**

Council will be responsible for paying all costs associated with public advertising of the draft strategy.

**Voting Requirements:**

Simple Majority

**Staff Recommendation**

*That Council:*

A. *Note that the Western Australian Planning Commission has advised that the number 15 for scheme amendments has already been utilised and that the Shire needs to allocate the proposed Industrial amendment with number 16. Accordingly a new Council resolution is required to reference the new Amendment 16.*

B. *Initiate Amendment No 16 to the Shire of Williams Town Planning Scheme No 2 pursuant to Section 75 of the Planning and Development Act 2005 by;*

1. *Rezoning a portion of Lot 12070 Albany Highway, Williams from 'Rural' to 'Public Purpose' and 'Industrial' as depicted on the Scheme amendment map; and*

2. *Insert a new Clause 4.6 (4) as follows:*

*'(4) Industrial:-*

*(a) The minimum building setbacks are to be 16.5 metres front and rear. Side and rear setbacks shall be to the discretion of Council having regard for the need for visual buffers to adjacent residential or rural uses.*

**Johnstone/Major**

*That Council:*

A. *Note that the Western Australian Planning Commission has advised that the number 15 for scheme amendments has already been utilised and that the Shire needs to allocate the proposed Industrial amendment with number 16. Accordingly a new Council resolution is required to reference the new Amendment 16.*

B. *Initiate Amendment No 16 to the Shire of Williams Town Planning Scheme No 2 pursuant to Section 75 of the Planning and Development Act 2005 by;*

1. *Rezoning a portion of Lot 12070 Albany Highway, Williams from 'Rural' to 'Public Purpose' and 'Industrial' as depicted on the Scheme amendment map; and*

2. *Insert a new Clause 4.6 (4) as follows:*

*'(4) Industrial:-*

*(a) The minimum building setbacks are to be 16.5 metres front and rear. Side and rear setbacks shall be to the discretion of Council having regard for the need for visual buffers to adjacent residential or rural uses.*

**Carried 9/0  
Resolution 264/10**

**Logie/Earnshaw**

That the following late items be accepted as urgent for discussion.

**Carried 9/0  
Resolution 265/10**

**8.4 CHIEF EXECUTIVE OFFICER'S REPORT – LATE ITEMS**

<b>Report Reference:</b>	<b>8.4.9</b>
<b>Subject:</b>	<b>Hotham Catchment Landcare – Request for Funding - Feral Pig Control</b>
<b>File Reference:</b>	13.10.40
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	R.N. Duff 14 <sup>th</sup> June 2010

**Background:**

Email Received from Mark Conley, Co-Chairman Hotham Catchment Landcare

*"I have copied a letter sent to the relevant shires below. It gives an over view of our position and the attachment gives details of the intended feral pig control project. We have received a commitment from the Shire of West Arthur yesterday adding to earlier pledges from the Shires of Boddington, Wandering and Cuballing. The Shires of Harvey and Serpentine/Jarrahdale are keen to partner in our project but have not confirmed funding support as yet. The Shire of Collie have declined our invitation apparently they don't have a problem with feral pigs in their shire??"*

*Hotham Catchment Landcare has recently been successful in obtaining a \$250,000 grant from the WA government under the state NRM program to control feral pigs in the Peel-Harvey and Leschenault Catchments.*

*Initially with NHT funding then subsequent programs our group has been operating for more than 15 years in partnership with the shires of Cuballing, Boddington and Wandering, employing a fulltime officer, to assist landowners and stakeholders with on ground works addressing local landcare issues. With changes to federal and state funding programs there has been a shift in focus towards larger regional projects with a maximum of 10% funding allowable for employment expenses. Armed with these guidelines a consultative process began in late 2009 involving stakeholders in the Leschenault and Peel Harvey Catchments concerned about feral pig control that ultimately resulted in a successful application for funding.*

*During that process local knowledge identified hot spots of feral pig activity in the shires of Serpentine/Jarrahdale, Wandering, Boddington, Williams, West Arthur, Collie and Harvey. It is our intention to focus on these areas by assisting existing Declared Species Groups or supporting landowners to form DSG's. Assistance will be provided primarily by employing contract trappers where local groups are geared up to implement their strategic plans however most areas will be in need of assistance in achieving that status. Coordination, training and compliance with best practice will be central to our objectives in assisting landowners combat feral pigs. We also have a role in coordinating government agencies control measures so combined activities compliment and intensify on ground results. Details of our proposed project are attached.*

*The project is scheduled to run over 15 months beginning June 2010. We believe that a fulltime employee is essential to run this important project but as mentioned earlier only \$25,000 of the grant can be allocated towards wages. Our founding shires of Wandering, Boddington and Cuballing have pledged \$5000 contributions for 2010/2011 towards the project and we are inviting Serpentine/Jarrahdale, Williams, West Arthur, Collie and Harvey to also contribute \$5000. As you would appreciate local community support is vital for our project to succeed and focus on shires with a commitment to reducing feral pigs will be a priority.*

*I encourage you to support this project and there is sufficient time available for inclusion in your budget considerations for 2010/2011."*

**Comment:**

The presence of feral pigs within the Shire of Williams has been recognised by Council with the Council committing funds to the Quindanning Feral Pig Declared Species Group (QFPDSG) which was set up in

August 2009 to combat the increasing feral pig activity in the area. The Group was set up with the following funding available

Shire of Williams	\$3,000
Shire of Boddington	\$3,000
Farmer Contributions 30 x \$100	\$3,000
Department of Agriculture	\$9,000
<b>Total Funding</b>	<b>\$18,000</b>

The funding is being managed by the Shire of Williams and is currently being used to buy materials to construct pig traps and the payment of a bounty for captured pigs.

**Financial Implications:**

\$5,000

**Voting Requirements:**

Simple Majority

**Recommendation:**

For Council's consideration.

**Major/Carne**

That Council do not contribute funding towards the Hotham Catchment Landcare Feral Pig Control program.

**Carried 9/0**

**Resolution 266/10**

<b>Report Reference:</b>	<b>8.4.10</b>
<b>Subject:</b>	<b>Future Aged Housing in Williams</b>
<b>File Reference:</b>	9.20.60
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	R.N. Duff 14 <sup>th</sup> June 2010

**Background:**

The aim of this proposal is to assist our elderly to remain in Williams and maintain a quality life among their own friends and family. The Shire of Williams has been supportive of developing accommodation for the elderly citizens of Williams, as there is insufficient appropriate accommodation available.

To date Council has been involved in the following housing projects;

New St – Aged Persons Units – 4 x 1 Bedroom Constructed 1979

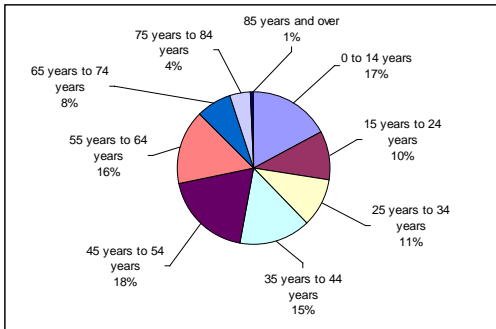
2 Growse St - Joint Venture Units – 2 x 2 Bedroom Constructed 2005

Growse St – Join Venture Units, Sandalwood Court – 6 x 2 Bedroom Units – Constructed 1996

The Shire of Williams population demographics indicate that there will be a need for more accommodation that caters for elderly people. The table below is from Australian Bureau of Statistics data.

ESTIMATED RESIDENT POPULATION - at 30 June		2004	2005	2006	2007	2008
<b>Population by Sex</b>						
Males	no.	500	504	489	487	502
Females	no.	436	438	427	443	469
Persons	no.	936	942	916	930	971

Population by Age group						
Persons - 0 to 14 years	%	19.8	18.7	18.2	17.2	17.3
Persons - 15 years to 24 years	%	12.3	12	11.9	11.2	10.1
Persons - 25 years to 34 years	%	10	9.6	10.4	10.3	10.5
Persons - 35 years to 44 years	%	15.9	15.7	15.5	15.5	14.8
Persons - 45 years to 54 years	%	18.7	18.7	19.2	19.2	19.1
Persons - 55 years to 64 years	%	12.9	13.3	14.2	15.2	15.7
Persons - 65 years to 74 years	%	6.5	7.3	6.6	6.9	7.6
Persons - 75 years to 84 years	%	2.8	3.1	3.1	3.8	4.3
Persons - 85 years and over	%	1.1	1.7	1	0.8	0.6



Based on the above figures there are 274 people in Williams who are 55 and over, but our largest demographic 45-54 years of age equates to a further 185 people could be looking for aged accommodation in 15 – 20 years.

#### Comment:

- List of possible Tenants

Cr Carne has been surveying residents of Williams and creating a list for any future aged accommodation that may become available in Williams. Currently there are 14 on the list with the possibility of more names to be added. With this list and anecdotal evidence there is no doubt that more aged accommodation will be required in Williams now and in coming years.

- Location and available land

The Council has indicated that area on the corner of New Street and Growse St has been designated an Aged Housing Precinct. This area has approximately 3800m<sup>2</sup> of vacant land that can be used for future Aged Housing. This area is pictured below.



- Aged Housing Committee

**MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS ON  
WEDNESDAY 16<sup>TH</sup> JUNE 2010**



It is suggested that Council consider setting up a small committee to progress an aged housing concept. In the early stages only Councillors would be on the committee and possibly later the committee could include members of the community. This is a model that is already working very well in a number of local governments.

- **Available Funds**

To get this project started Council has a reserve set up for Joint Venture Housing. This reserve currently has balance of \$159,000 and Council could utilise some of this reserve to plan for future developments once Council have decided how to proceed.

- **Models or type of accommodation**

Depending on how far Council wish to go in meeting our elderly resident's needs there are a number of considerations to consider:

1. Strata Freehold Development
2. Rental Housing
3. Communal Facilities
4. Meal Services

#### DIFFERENT TYPES OF HOUSING OPTIONS

<b>High Care Facility</b>	Housing for older people that provides twenty-four hour on-site health support and supervision for people who cannot live independently
<b>Medium Care Facility</b>	Housing for older people that provides some level of on-site health and/or care, support and supervision for people who have a limited ability to live independently
<b>Older Persons Residential Accommodation</b>	Housing for older people providing private accommodation with access to communal services and/or facilities such as supplied meals or recreational activities for people who generally live independently.
<b>Older Persons Independent Accommodation</b>	High to medium density housing for older people providing private accommodation units for people living fully independent lives in the company of other older people.

#### **Financial Implications:**

Nil. – Concept only until the Committee defines the project.

#### **Voting Requirements:**

Simple Majority

#### **Recommendation:**

That Council form a working group of Councillors to progress and Aged Housing Strategy for Williams with a formal committee to be set up at a later date.

#### **Earnshaw/Medlen**

That Councillors Paterson, Major and Carne form a working group to progress an Aged Housing Strategy for Williams with a formal committee to be set up at a later date.

**Carried 9/0  
Resolution 267/10**

#### **Logie/Earnshaw**

That fencing and a new patio/garage for the house at Lot 14 Growse Street are included in the 2010/2011 Budget for consideration.

**Carried 9/0  
Resolution 268/10**

**8.5 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT**

**8.5.1 ACCOUNTS FOR PAYMENT**

***Johnstone/Carne***

That Municipal Fund cheques 102908 – 102919, EFT and Direct Debits totalling \$177,859.69 approved for payment by the Chief Executive Officer be endorsed and that Municipal Fund cheques 102920 – 102929 and EFT transfers totalling \$66,268.54 be approved for payment.

**Carried 9/0  
Resolution 269/10**

**8.5.2 FINANCIAL STATEMENTS**

***Johnstone/Cavanagh***

That the financial statements presented for the period ending 31<sup>st</sup> May 2010 be received.

**Carried 9/0  
Resolution 270/10**

**8.6 COUNCILLORS**

**8.6.1 Williams Medical Centre**

Cr Carne reported that together with the President and the CEO she attended a meeting with Sean Conlan Manager Narrogin Primary Health regarding the Medical Centre.

Also a meeting was held with the Friends of the Medical Centre. Several problems regarding the Centre were amicably sorted out.

**8.6.2 Police Housing**

Cr Cowcher advised that he had a meeting with the Williams Police Sergeant and the District Superintendant. They are keen for Council to consider directing Royalties for Regions funds towards constructing housing and then on selling or leasing to GROH for Police housing. Cr Cowcher advised that Council did not receive significant funding and other demands probably had priority.

**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**

**10.1 ELECTED MEMBERS**

**10.2 STAFF**

Nil

**11.0 LEAVE OF ABSENCE**

Crs Moya Carne and Gil Medlen both applied for Leave of Absence for the ordinary meeting in July 2010.

***Earnshaw/Johnstone***

That Crs Carne and Medlen be granted Leave of Absence for the ordinary meeting 21<sup>st</sup> July 2010.

**Carried 8/0  
Resolution 271/10**

**12.0 INFORMATION SESSION**

Cr Medlen advised that the Tripoli Rocketry Club had conducted a recent rocket launch in Williams without any major incidents.

**13.0 MEETING CLOSURE**

There being no further business for discussion the President declared the meeting closed at 5.25pm.