

SHIRE OF WILLIAMS

MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY 20TH OCTOBER 2010

1.0 OPENING

1.1 DECLARATION OF OPENING

The President declared the meeting open at 1.00pm

1.2 ANNOUNCEMENT OF VISITORS

Nil

2.0 RECORD OF ATTENDANCE

2.1 PRESENT

Cr John Cowcher	President
Cr David Earnshaw	Deputy President (1.04pm)
Cr Greg Cavanagh	
Cr Richard Johnstone	
Cr Moya Carne	
Cr Gilbert Medlen	
Cr Natalie Major	
Cr Peter Paterson	
Cr Jarrad Logie (1.08pm)	

R Duff	Chief Executive Officer
IR Ball	Deputy Chief Executive Officer
Heidi Cowcher	Community Development Officer (1.58pm – 2.21pm)
Tony Kett	Works Supervisor (2.23pm – 2.35pm)
Steve Friend	Environmental Health Officer/Building Surveyor (2.37pm – 3.05pm)

2.2 APOLOGIES

Nil

3.0 PUBLIC QUESTION TIME

Nil

4.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

Ian Gordon, Network Manager and Tim Dolling, Planning Coordinator, Cooperative Bulk Handling attended the meeting at 1.00pm to discuss the construction of staff accommodation units at the Williams Caravan Park.

Ian Gordon explained that CBH traditionally constructed staff accommodation on their own sites, however this is an expensive exercise maintain the units to a satisfactory standard. Currently in Williams they are utilising caravans in the Caravan Park. They are now looking at joint venture partnerships with either Local Authorities or Caravan Park proprietors to establish a facility that is serviceable for both parties and will expand the availability of accommodation in towns.

CHB Have recently purchased new transportable units to be placed at the Williams Caravan Park. Extra costs will be involved to construct verandas. They request Council to reconsider the requirement for a disabled

unit as this is a Class 13 building under the Building Code and does not require disabled access. It is a planning requirement by Council and will cost an estimated additional \$150,000.00 to comply.

Messrs Gordon and Dolling left the meeting at 1.22pm

5.0 DECLARATIONS OF INTEREST

Nil

6.0 CONFIRMATION OF PREVIOUS MINUTES

6.1 ORDINARY MEETING MINUTES

Johnstone/Earnshaw

That the minutes of the Ordinary Meeting held in the Council Chambers on Wednesday 15th September 2010, as circulated, be confirmed as a true and correct record of proceedings.

**Carried 9/0
Resolution 76/11**

6.2 WAGIN REGIONAL WASTE WORKING GROUP MEETING MINUTES

Medlen/Major

That the minutes of the Wagin Regional Waste Working Group Meeting held in the Narrogin Town Council Chambers on Tuesday 14th September 2010, as circulated, be received.

**Carried 9/0
Resolution 77/11**

6.3 4WD VROC MEETING NOTES

Cavanagh/Carne

That the notes of the 4WD VROC Meeting held on Thursday 23rd September 2010, as circulated, be received.

**Carried 9/0
Resolution 78/11**

6.3 WILLIAMS RECREATION ADVISORY COMMITTEE MEETING MINUTES

Paterson/Medlen

That the notes of the Williams Recreation Advisory Committee Meeting held on Monday 11th October 2010, as circulated, be received.

**Carried 9/0
Resolution 79/11**

7.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Together with Chief Executive Officer attended SAT hearing to determine compensation payment for the satellite radio receiver site. Will need to attend a further hearing on the 29th November 2010 for a final decision.

8.0 REPORTS OF COMMITTEES/OFFICERS AND COUNCILLORS

Community Development Officer Heidi Cowcher attended the meeting at 1.58pm to discuss her report.

8.1 COMMUNITY DEVELOPMENT OFFICER'S REPORT

8.1.1 Age Friendly Communities Project

The Shire of Williams, together with the Shires of Dumbleyung, Lake Grace, Wagin, West Arthur and Woodanilling, has secured funding from the Department of Communities to participate in the Age Friendly Communities project using the World Health Organisation's Age-Friendly Cities Project Format.

The Shire will be hosting a workshop for the community on Friday 22nd October 2010 from 11am-2pm. Interested councillors are encouraged to attend. Flyers have been distributed around the community, including people who work with seniors to provide services. Surveys have been distributed to those individuals who are unable to attend the Forum but would still like to contribute to the information gathering.

Other service providers and committees/sporting clubs who support older members of our community who are to be contacted include:

- Williams Home & Community Care
- Dr Coert Erasmus
- Williams Medical Centre
- Williams St John Ambulance Sub-Centre
- Williams Police
- Friends of the Williams Medical Centre
- Williams Bowling Club
- Williams Golf Club
- Williams Tennis Club
- Tarwonga Tennis Club
- Williams Art & Craft Committee

For information.

8.1.2 Shire of Williams Active Recreation Facilities Needs Analysis & Feasibility Study

Darren Monument continues to work on this Plan, and it is anticipated that a Draft may be available to consider at the next Council meeting. Darren is currently reviewing information provided by all the sporting groups who contributed, as well as other information that has been collected pertaining to the development of this plan.

For information.

8.1.3 Williams Gateway Expo

The Shire is once again assisting the Williams Gateway Expo in preparing a funding application to Lotterywest for \$14,460 (plus GST) to assist with costs associated with advertising, publicity and equipment hire for Expo 2011. The committee prepares its own application to Healthways to offset costs associated with entertainment.

Costs involved in the Lotterywest application includes:

Quote		Cost (excl GST)
Firey Productions	Advertising	\$490.00
Narrogin Hire	Equipment Hire	\$2001.82
Birds Silos & Shelters	Equipment Hire	\$1150.00
Narrogin Observer	Advertising	\$1090.91
Farm Weekly	Advertising	\$3341.70
Radiowest	Advertising	\$1855.00
GWN	Advertising	\$1000.00

Tru Blu Hire	Equipment Hire	\$699.00
Radio Great Southern	Advertising	\$750.00
Williams Community Resource Centre	Publicity	\$1363.64
Local Papers (Williams, Boddington, West Arthur)	Advertising	\$718.64
TOTAL		\$14,460.71

For information.

8.1.4 Hall Plan

The Hall Plan is currently being finalised, together with obtaining quotes for work. It is anticipated that a funding application will be submitted to Lotterywest in the next couple of months, which will include the replacement of the asbestos roof, together with other work that is being proposed. Royalties for Regions funding will also be accessed and utilised to fund works at the Hall. It is anticipated that this work will be completed in 2011.

The Hall Plan details a proposed upgrade budget and where funding is likely to be sourced. The breakdown is as follows:

Item	Cost	Funding Source
Asbestos roof replacement	\$84,300 (Quote rec'd)	Lotterywest / RLCIP
Solar Power	\$75,000 (Quote rec'd)	Lotterywest / R4R CLGF
Ablutions Upgrade	\$70,000 (Estimated)	Lotterywest
Electrical Upgrade	\$20,000 (Estimated)	Lotterywest
Securing bar	\$5000 (Estimated)	R4R CLGF
Bio Box Refurbishment	\$10,000 (Estimated)	R4R CLGF
RSL Hall Air conditioning	\$6100 (Quote rec'd)	Lotterywest
RSL Hall Refurbishment	\$16,000 (Estimated)	Lotterywest
Main Hall Blinds	\$5000 (Estimated)	R4R CLGF
Exterior Painting	\$10,000 (Estimated)	R4R CLGF
TOTAL COST	\$301,400 (excl GST)	

To support the Lotterywest application quotes are in the process of being collected. Quotes are currently pending for the ablutions upgrade (request currently with architect – Dolphin Designs); electrical upgrade (Ray Sherry to submit quote in first week November); RSL Hall refurbishment (data projector, drop down screen, meeting room furniture – quotes yet to be obtained).

Quotes to support the Country Local Government Fund allocation will be sourced once funding has been confirmed, and this is dependent on the preparation of the Asset Management Plan and the Forward Capital Works Plan currently being prepared by Morrison & Low.

Funding sources have been identified as follows:

Funding Partner	Purpose / Contribution	Amount
Lotterywest	Roof, solar, ablutions, electrical, RSL Hall	\$241,400
R4R CLGF / Shire of Williams	Various internal fit out / external works	\$30,000
RLCIP	Part contribution – roof	\$30,000

The Hall Improvement Plan has been prepared to support the Lotterywest funding application.

Plan attached – Attachment 1.

That Council endorses the Draft Hall Improvement Plan to support funding applications to Lotterywest and Royalties for Regions Country Local Government Fund.

Major/Medlen

That Council endorses the Draft Hall Improvement Plan to support funding applications to Lotterywest and Royalties for Regions Country Local Government Fund.

**Carried 9/0
Resolution 80/11**

8.1.5 LEMC Update

The Shire finalised its Emergency Management and Recovery Plans recently and has submitted them to the District Emergency Management Committee (DEMC) for consideration. This committee met on 6th October. It is anticipated that our plans will be endorsed, after which they will be distributed to the respective stakeholders groups (Police, SJA, FESA etc).

I attended a training course on the Australasian Inter-service Incident Management System (AIIMS) which is a process utilised for managing emergencies that has been adopted by many of the emergency services in Australia. This training program provided participants with an understanding of how AIIMS is applied in an operational context. It can be applied to any sized incident, however is most effective for Level 2 incidents [Level 1 – typically able to be resolved through the use of local or initial response only; Level 2 – more complex either in size, resources required or risk involved; Level 3 – incident with a degree of complexity that may require the establishment of divisions and/or delegations of all functions – control, operations, planning & logistics – for effective management].

Williams Police is currently actively campaigning for the Williams & West Arthur LEMC's to have a detailed Evacuation Plan. The OIC has prepared a draft and is seeking input from the Shire and Williams LEMC. The draft plan that has been circulated has been based on the Shire of Denmark's Evacuation Plan – a community that has significant threats and therefore has to be exceptionally prepared due to influx of tourists over the summer, and therefore peak risk, months. The information contained within the Draft Evacuation Plan is the same as contained within the Local Emergency Management Plan (evacuation centre details, identified risks and resources log), therefore is seen as duplication.

For information.

8.1.6 Marketing

Presently we are reviewing how we currently market the Shire and identifying ways in which we can market more effectively – with particular reference made to information dissemination to new residents, potential residents and potential investors. We have obtained a few different “types” of packages that we are keen to base our information packages on. These will be developed over the coming months.

Suggested information sheet contents include:

- Shire overview
- Health & Aged Care
- Lifestyle & Recreation
- Local Government information
- Regional Development (including tourism & corporate branding)
- Business Opportunities
- Infrastructure
- Education
- Services
- Transport

The Williams Community Resource Centre committee also in the process of developing a Marketing Plan for the CRC. Amanda Rose is qualified in marketing and is going to assist the CRC and the Shire in developing these plans. The CRC is keen to develop a "Welcome New Residents" kit that could be distributed, and are looking to working with the Shire to develop this pack. Committee members Natalie Major and Kerry Carne will be working with Amanda, Debbie and myself to further develop this resource.

8.1.7 Thank a Volunteer Day Funding

Funding has been approved for \$1100 for the Thank a Volunteer Day project. It was proposed that the Shire host a sun downer at the Williams Recreation Pavilion in conjunction with an informal opening of the newly refurbished Williams Swimming Pool (see CEO Report). It was tentatively suggested that this be held on Friday 18th February 2011. The Shire last held this event in 2004.

For consideration.

Carne/Earnshaw

That the Community Development Officer's Report be received.

**Carried 9/0
Resolution 81/11**

Ms Cowcher left the meeting at 2.21pm

Works Supervisor Tony Kett attended the meeting at 2.23pm to discuss his report.

8.2 WORKS SUPERVISOR'S REPORT

8.2.1 Winter Grading

Bates Rd, Folland Rd, Martin Rd, York-Williams Rd, Congelin Rd, Hamon Rd, Lyons Rd, Rintoul Rd,.

8.2.2 Maintenance Works

8.2.3 Construction

Kerbing was done at pool.

Graded back slopes and picked up spoil on Darkan-Quindanning Rd.

Started gravel sheeting Darkan-Quindanning Rd.

Car park at swimming pool completed.

Started water-binding Quindanning-Darkan Rd for sealing 21 October 2010.

8.2.4 Mechanical Report

The following vehicles have been serviced:

Volvo grader

Excavator

JCB Loader

Kia

The fire truck WL 595 has also been serviced and had the exhaust fixed and both rear brakes re-done.

8.2.5 Private Works

Water carting

Earnshaw/Paterson

That the Works Supervisor's Report be received.

**Carried 9/0
Resolution 82/11**

Mr Kett left the meeting at 2.35pm

Environmental Health Officer/Building Surveyor Steve Friend attended the meeting at 2.37pm to discuss his report.

8.3 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR'S REPORT

8.3.1 Building Permits

#270	A Winmar	Fibro & Iron Relocatable House	Lot 1791 Pinjarra-Williams Rd, Williams
# 271	P & J Haskard	Zinc Carport	Lot 11 Fry St, Williams

Building inspections ongoing.

8.3.2 Food Premises Inspection

Plum Tree and Ivy – Cleanly maintained however several issues with the structure/fit out of the building need addressing by the proprietor. These have been discussed and it is expected that they will be complied with.

8.3.3 Development Application

CBH have made application to carry out earthworks and build a small toilet block at the Narrakine site.

Part of the earthworks is a result of the Shire bringing to their attention the shortcoming of previous earthworks in relation to the construction of the open storage cells towards the rear of the complex.

It was thought that the dam receiving the storm water and more particularly, the culvert under Playle Road could not cope with the volume of water in a big rain event.

The proposal is to build another “dam” that will take the overflow water from the main dam and then allow the water from that to pass through a pipe the same dimensions as the culvert, though the culvert under the road and into the creek running parallel to Playle Road.

The Shire Works Manager and myself are meeting with CBH representatives prior to their attendance at the Shire meeting to go over the proposal to make sure we understand exactly what is proposed and ensure there are no problems with it.

A further verbal report will follow at the ordinary meeting.

CBH are also requesting approval to install a small toilet block and septic system adjacent to the sampling area.

The toilet block will have a male and female toilet and will be located in the proposed position to enable easy access for the samplers.

There are not considered to be any negative implications in this request.

Recommendation:

That development approval be issued to CBH Engineering to carry out earthworks as submitted on plans received with the application, together with the construction of a toilet block and septic system as indicated on the same plans, subject to there being no issues that arise from the onsite visit between CBH representatives and Shire staff regarding the proposal.

Cavanagh/Medlen

That development approval be issued to CBH Engineering to carry out earthworks as submitted on plans received with the application, together with the construction of a toilet block and septic system as indicated on the same plans, subject to there being no issues that arise from the onsite visit between CBH representatives and Shire staff regarding the proposal.

**Carried 9/0
Resolution 83/11**

8.3.4 Other Business

A request has been received from a lady requesting approval to be able to site/store three railway carriages on the lot.

She is hoping to purchase lot 17 Albany Highway (Ornatrrix Hairdressers) and the sale is dependent on being able to store or site the railway carriages at the rear of the existing buildings.

A site diagram of the lot and the proposed position of the carriages is attached.

Advice from the lady is that she wishes to store them on the property and restore them to their former glory.

She has also requested that she may wish to be able to operate some form of "Home Salon" or a "craft carriage" from them at a later date.

An extract from two emails are attached setting out the proposal:

"They are not renovated at present as I want to place them on the property before having that done to minimize damage etc.

They are just a passion of mine & won't be used for anything except enhancing the look of the Town & being a focus of interest & probably storage for my excess stuff.

Would I be allowed to operate a "hobby" business from them - like a Home Salon or a craft carriage type of thing?"

"As you can see, the carriages have not been touched for many years so are in desperate need of some TLC restoration, renovation & rejuvenation! I can send you a photo, I think, of one that has been restored already but I'm sure that you must have seen one by now!"

"The White Carriage: (1). Is: 13.1 m long. 2.39 m wide & 2.47 m high.

The Yellow Carriage: (2). Is: 17.6 m long. " " "

These 2 carriages are still on their wheels/bogeys"

"Unfortunately, I don't have a 'photo of Carriage 3. But it is a Goods Van & measures 13 m long. It has already had some restoration work done on it & is in good nick & is painted green. It is not on wheels/bogeys so would have to be placed on a retaining wall or something to match the height of the others. I would like to have a wooden deck with stairs coming up to it between the carriages/linking them."

"Please don't hesitate to contact me should you need any other info' regarding this matter. I'm sure that you will agree that these icons will "scrub up" extremely well & that they should be conserved & preserved as a very important part of our heritage, especially for future generations.

They would make ideal "art gallery", "craft market", "Day Spa" type hobby business facilities or perhaps I could use them just for show & as part of my outdoor entertaining area?"

The lot in question is zoned Commercial in the Town Planning Scheme and any development is subject to Council approval.

Council is required to consider things such as the shape, size, colour, mass and general conformity of the area when deciding the matter.

This is uncharted territory as I don't think Council has had to consider this type of request in a Commercial zone before.

Although perhaps entirely different, the closest parallel I can think of is the siting of sea containers on a lot for which there is a policy.

If the request was to just store them on the lot I believe that a better place would be on a lot zoned Industrial, although even then, if there could be no guarantee of their restoration, they could be a liability.

However Council might like the thought that they could be used for some craft type of thing which could add to the attraction of town.

However there can be no assurance that they will be restored and the end use cannot be determined, other than the most obvious which is storage. A shed might be a better option for this use.

Photos of the carriages are attached.

Recommendation:

That the request to be able to store three railway carriages on lot 17 Albany Highway be rejected as it is considered that it would be better suited if they were stored/ restored in an area zoned Industrial.

Johnstone/Medlen

That the request to be able to relocated three railway carriages on lot 17 Albany Highway be rejected as it is not in keeping with the amenity of the area and it is considered that it would be better suited if they were stored/ restored in an area zoned Industrial.

**Carried 9/0
Resolution 84/11**

Co-Operative Bulk Handling – Accommodation Units

Cavanagh/Logie

That Co-Operative Bulk Handling be required to comply with all previous construction standards.

**Carried 8/1
Resolution 85/11**

Logie/Earnshaw

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

**Carried 9/0
Resolution 86/11**

Mr Friend left the meeting at 3.05pm

Afternoon Tea

Council adjourned for afternoon tea at 3.05pm and resumed the meeting at 3.40pm

8.4 CHIEF EXECUTIVE OFFICER'S REPORT

Report Reference:	8.4.1
Subject:	Official Opening – Swimming Pool Building
File Reference:	11.20.20
Statutory Reference:	N/A
Author & Date:	R.N. Duff 12 th October 2010

Background:

The construction of a new kiosk and renovations to the change rooms at the Williams Swimming Pool commenced in April 2010 with Spadaccini Constructions being awarded the contract. The building was due for practical completion in late September, early October 2010. The site will be handed over to the Shire of Williams in the next week or two and the pool will be ready to open in early November.

Comment:

The various funding bodies that have contributed to this project require that they be invited to the Official Opening of the projects that they fund. Therefore it is highly unlikely that they would be given enough notice

to attend any Official Opening held in early November. Therefore it is proposed to hold the Official Opening in February in conjunction with the Thank a Volunteer Day Celebrations.

Financial Implications:

Council have received \$1,000 from the Thank a Volunteer Program which will go towards the Opening and recognition of our volunteers. Any additional costs would be met by Council.

Voting Requirements:

Simple Majority

Recommendation:

That the Shire of Williams hold the Official Opening of the new facilities at the Williams Swimming Pool in February 2011.

Earnshaw/Medlen

That the Shire of Williams hold the Official Opening of the new facilities at the Williams Swimming Pool on Friday 18th February 2011.

**Carried 9/0
Resolution 87/11**

Report Reference:	8.4.2
Subject:	Swimming Pool Construction Cost Update & Inspection
File Reference:	11.20.20
Statutory Reference:	N/A
Author & Date:	RN Duff 14 th October 2010

Background:

The construction of a new kiosk and renovation to the change rooms at the Williams Swimming Pool commenced in April 2010 with Spadaccini Constructions being awarded the contract. The building was due for practical completion in late September, early October 2010.

Comment:

Providing Council has time the meeting should be adjourned for an inspection of the new facilities.

Financial Implications:

A full cost breakdown is attached at **APPENDIX 1**.

Voting Requirements:

Simple Majority

Recommendation:

For Council's information

Report Reference:	8.4.3
Subject:	Industrial Land Development
File Reference:	14.25.30
Statutory Reference:	Nil.
Author & Date:	R.N Duff 12 th October 2010

Background:

February 2009 - Mr Ian Bolto from the Professionals in Katanning was engaged to carry out an assessment and valuation of two potential vacant light industrial areas. One of the sites identified is Williams Location 12070 owned by Mr DE Carter. The area assessed is approximately 32.4ha and is currently zoned "Rural" under the Williams Town Planning Scheme No.2.

March 2009 - Council agreed to conduct a feasibility study to determine what would be a reasonable purchase price given that there would be substantial development costs involved.

August 2009 – Concept Plan presented to Council and then sent away to a Quantity Surveyor for costing.

The proposal is to subdivide and develop a portion of Location 12070 for Industrial purposes. A Draft subdivision guide plan has been prepared which consists of 38 lots varying in size from 3,780m² to 1.60ha at an average of 5,731m².

March 2010 – Cost Estimate received from DWA Consulting Engineers.

March 2010 - Council resolved to make a final offer of \$9,000.00 per hectare for the purchase of portion of Part Location 12070 subject to WA Planning Commission approval.

31st March 2010- Landholder agreed to sell portion of Location 12070 to the Shire of Williams.

April 2010 – Environmental Study Completed by Land Assessment Pty Ltd.

September 2010 – Town Planning Scheme Amendment No. 16 and Townsite Expansion Strategy adopted by Council.

Comment:

The Chief Executive Officer has now completed a draft Business Plan for the Industrial Land Development. In completing this plan it has become evident that the Shire of Williams would be exposed to significant financial hurdles in completing this project, but in stating this the Shire of Williams would also stand to make a considerable amount of money albeit if and when the last stage of the development is completely sold. The Draft Business Plan is attached at **APPENDIX 2**.

The most responsible option for the Council to take would be to seek a joint venture partner in this project. The most appropriate agency in this instance would be Landcorp who have recently released their Regional Development Assistance Program, which has been set up to assist Regional Local Governments develop land where the private sector will not. A program brochure is attached at **APPENDIX 3**.

Financial Implications:

A full break down of costs is included in the Draft Business Plan.

Voting Requirements:

Simple Majority

Officers Recommendation:

That the Shire of Williams approach Landcorp as a joint venture partner to develop a Light Industrial Estate on part location 12070 Albany Highway Williams.

Medlen/Earnshaw

That the Shire of Williams approach Landcorp as a joint venture partner to develop a Light Industrial Estate on part location 12070 Albany Highway Williams.

**Carried 9/0
Resolution 88/11**

Report Reference:	8.4.4
Subject:	Shire of Boddington - Dual Fire Control Officers
File Reference:	5.10.1
Statutory Reference:	<i>Bushfires Act 1954, s.38</i>
Author & Date:	R.N Duff 12 th October 2010

Background:

The Shire of Boddington has requested that Mr. Wayne Littleton and Mr. Brad Morgan be appointed as dual fire control officer for the Shire of Williams and Shire of Boddington 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 appoints Mr. Wayne Littleton and Mr. Brad Morgan as a dual fire control officer for the Shire of Williams and Shire of Boddington for the 2010/11 financial year.

Earnshaw/Carne

That the Shire of Williams appoint Mr. Wayne Littleton and Mr. Brad Morgan as a dual fire control officer for the Shire of Williams and Shire of Boddington for the 2010/11 financial year.

**Carried 9/0
Resolution 89/11**

Cr Logie declared an interest in this item and left the meeting at 3.56pm

Report Reference:	8.4.5
Subject:	Main Roads – Restricted Access Vehicle Assessments Williams Townsite
File Reference:	12.50.10
Statutory Reference:	<i>Road Traffic (Vehicle Standards) Regulations 2002</i>
Author & Date:	R.N Duff 12 th October 2010

Background:

Following a request from JW & BE Logie Contracting in September 2010 to have New St, Rosselloty St and Richardson St included on the Restricted Access Vehicles Network, Council resolved the following:

Medlen/Major

That Council approves the use of New, Rosselloty and Richardson Streets by Restricted Access Vehicles, operated by J Logie Transport Pty Ltd, under the following conditions;

- *Class3/4 configuration and below only*
- *The vehicles being restricted to a maximum speed of 40 Kmh*
- *The vehicles not to operate during times when school buses use New, Rosselloty and Richardson Streets*
- *The approval being valid to 30 June 2011 under the CA07 condition*
- *That the Chief Executive Officer be given delegated Authority to approval other applications for RAV Vehicle use within the Williams Townsite on approved roads.*

**Carried 8/0
Resolution 67/11**

Comment:

Main Roads have completed the assessment on the sections of these streets that would allow Logie Contacting to gain access to their yard in Rosselloty St. The Report is attached at **APPENDIX 4**.

In summary, the report recommends the inclusion of Richardson St to Rosselloty St and Rosselloty St (Between Richardson and Brooking St) to the RAV 3 Network with conditions, but not New St to Albany Highway because of various turning movements and sightlines.

Main Roads are now seeking Council's agreement to these recommendations.

Financial Implications:

Nil.

Voting Requirements:

Simple Majority

Recommendation:

That Council confirm to Main Roads that they agree with the recommendations contained within the RAV Report dated 5th October 2010 to include Richardson St (between Albany Highway and Rosselloty St) and Rosselloty St (Between Richardson St and Brooking St) onto the Category 3 RAV Network

Johnstone/Major

That Council confirm to Main Roads that they agree with the recommendations contained within the RAV Report dated 5th October 2010 to include Richardson St (between Albany Highway and Rosselloty St) and Rosselloty St (Between Richardson St and Brooking St) onto the Category 3 RAV Network

**Carried 8/0
Resolution 90/11**

Cr Logie returned to the meeting at 3.59pm

Report Reference:	8.4.6
Subject:	Small Business Centre (Wheatbelt South) – Funding Request
File Reference:	14.75.20
Statutory Reference:	N/A
Author & Date:	R.N Duff 12th October 2010

Background:

Letter received from Small Business Centre Wheatbelt South (SBCWS) requesting funding assistance of \$1,000.

The SBCWS covers 19 Local Government Authorities and covers 54,000 sq. km's and has offices based in Narrogin and Jerramungup. The purpose of the SBCWS is to provide support, information and advice to existing, new and proposed businesses within its region.

Comment:

The funding proposal from SBCWS is attached at **APPENDIX 5**.

The SBCWS state that in 2009/10 they had 37 client contact sessions in the Shire of Williams. These were comprised of face to face meetings and telephone consultations.

Financial Implications:

\$1,000 unbudgeted expenditure

Voting Requirements:

Simple Majority

Recommendation:

For Council's consideration

Cavanagh/Medlen

That Council decline funding assistance to the Small Business Centre (Wheatbelt South).

**Carried 9/0
Resolution 91/11**

Report Reference:	8.4.7
Subject:	Expressions of Interest – Old St Johns Ambulance Hall
File Reference:	7.70.30
Statutory Reference:	Nil.
Author & Date:	R.N Duff 12 th October 2010

Background:

The Williams St Ambulance Sub-Centre vacated their premises on Growse St in August 2010. The building and associated structures are vested in the care and management of the Shire of Williams after being handed to the community by the Williams Masonic Lodge in 1980.

The building is structurally very sound and would make an excellent base for another community group or community purpose.

Expressions of interest were called and closed on the 14th September 2010 with two formal expressions being lodged and others either being verbal or submitted by the Chief Executive Officer as alternative uses by the Shire of Williams.

Comment:

Expression No.1 – Lesley Hampton –

Expressed an interest in renting one of the garages to house the school bus that she drives

Expression No.2 – Williams Anglican Church -

Operation of an “Op Shop” (letter attached **APPENDIX 6**).

Expression No.3 – Shire CEO -

Transformation into a Community/Council run Childcare Centre

Expression No.4 – Williams Resource Centre -

Expressed an interest in using one of the garages for storage and archives.

Expression No.5 – Shire CEO -

Community Gymnasium

Financial Implications:

Various financial scenarios will present themselves depending on which option Council would be prepared to consider. There is no allowance in the 2010/11 Budget for any of the above.

Voting Requirements:

Simple Majority

Recommendation:

For Council's consideration

Cavanagh/Medlen

That Council defer a decision on the use of the old St John Ambulance Hall until a comprehensive analysis of uses for the hall can be prepared.

**Carried 9/0
Resolution 92/11**

Report Reference:	8.4.8
Subject:	Narrogin Regional Childcare Services Inc. – Funding Request
File Reference:	6.10.20
Statutory Reference:	Nil.
Author & Date:	R.N Duff 12 th October 2010

Background:

Letter received from Narrogin Regional Childcare Services Inc.

“Narrogin Regional Day Care Service has been providing an occasional child care service to the Williams and surrounding community for the last 11 years. We currently care for 6 families over a weekly period with Corrine and Jacquie in Williams on a Monday and Wednesday.

We have been reviewing our budget for the 10/11 financial year and have found that we are currently running at a loss. Although we are a not for profit organisation we are not covering our costs. We are seeking your support in continuing to run this valuable service. The current rental agreement has us paying approximately \$1,500 and we would like to ask if you would consider covering this cost on our behalf so that we can continue to provide this service.”

Comment:

In recent times the Chief Executive Officer has held discussions with the Narrogin Regional Childcare Services to discuss an extended service as a result of the recent Childcare Survey which revealed that there is a need for a more comprehensive service. To date there has been no further contact.

The current hours of the mobile childcare service are Monday and Wednesday from 9.45am to 2.45pm (5 hours).

Further investigations are being done by the Chief Executive Officer regarding Childcare for the Williams Community but in the meantime this request by the Narrogin Regional Childcare Service should be treated as a standalone issue.

Financial Implications:

\$1,500 unbudgeted expenditure

Voting Requirements:

Simple Majority

Recommendation:

For Council’s consideration

Major/Paterson

That Council decline a \$1,500.00 contribution to the Narrogin Regional Childcare Service until a review of child care services is completed.

**Carried 9/0
Resolution 93/11**

Report Reference:	8.4.9
Subject:	Morrison Low – Long Term Financial Plan and Forward Capital Works Plan
File Reference:	4.12.36
Statutory Reference:	N/A
Author & Date:	R.N Duff 12 th October 2010

Background:

The Shire of Williams was eligible and has received \$35,000 towards the support and development of a strategic plan, assets management and forward capital works plan. The Shire of Williams is required to prepare these documents in order to satisfy the Department of Regional Development Country Local Government Fund Guidelines and receive a Country Local Government Fund allocation of \$295,892 in the 2010/11 financial year. To receive the GLGF Council must have the documents approved by the Department of Regional Development by December 2010.

In July 2010 Council engaged Morrison Low Consulting to prepare:

Long Term Financial Plan

Asset Management Plan

Forward Capital Works Plan

Comment:

Project Methodology - Long Term Financial Plan

The LTFS will provide the ability for a range of scenarios to be quantified in terms of the long term financial impact providing Council with the quantitative information to assess strategic decisions and future options. The scenarios will be identified as part of the LTFS development and will include the impact of the delivery of current operational plans and future infrastructure plans.

The key outcomes of the LTFS are:

- A PowerPoint report that outlines the range of scenarios explored and provides an assessment of the financial sustainability of the scenarios. (Draft Presented to Council on the 26th October)
- The report is supported by the LTFS model which is an Excel based tool that is used to capture the financial data, the assumptions and the financial impacts of the proposed scenario options. The model will belong to the Shire of Williams. Going forward Council will be able to maintain the LTFS model and utilise it to investigate other scenarios.
- Importantly, we will provide training for key staff identified by you in the ongoing utilisation of the LTFS model. (29th October 2010)

The process for the LTFS is as follows:

- Determine the organisational structure and level of detail that will be contained in the LTFS.
- Source financial information on current budget which will act as the base year. Source the previous year's financial results for benchmarking and the management plan financial projections.
- Determine the key financial assumptions that will be used to index the base year out over the timeframe.
- Agree that the scenarios to be included at this stage are the implications from the Strategic Plan, the asset management financial forecasts and the forward capital works program.
- Build the model to capture the information. The LTFS model will be developed on a hierarchical basis to reflect the organizational structure and will incorporate full financial statements including reserve movements and non cash items, the financial forecast from the asset management plans and a future capital budget.
- Source the information to populate the scenarios from Council plans documents and from discussion with the managers. We usually undertake the discussions by holding workshops sessions with key managers where we ask a range of questions around the current service level and delivery strategy, the key issues and challenges facing the managers and the impact of external influences. The information is captured as notes within the LTFS model and financial implications recorded in the LTFS. As the Strategic Plan and asset management plans become finalised, we will update the Long Term Financial Strategy with the key financial implications.
- Draft the initial financial position for the Base Case and Scenarios and review by the key financial managers
- Presentation of initial LTFS to Executive, and incorporation of feedback into a revised LTFS
- Completion of the final LTFS to Executive

As mentioned above Morrison Low are nearing completion of the Long Term Financial Strategy and would like to give a 1 hour presentation to Council on the document. As we are working in conjunction with the

Shire of Wagin on this project the two presentations must coincide, therefore our Presentation will be held Tuesday 26th October 2010 from 3.30pm to 4.30pm.

Financial Implications:

Staff Time	\$10,000
Consultants	\$22,500
Councillor Involvement	\$ 2,000
Public Consultation	\$ 500
	\$35,000

Voting Requirements:

Simple Majority

Recommendation:

For Council's Information

Report Reference:	8.4.10
Subject:	Friends on the Medical Centre – Funds from Recycling Shed
File Reference:	7.70.20
Statutory Reference:	Nil.
Author & Date:	R.N Duff 12 th October 2010

Background:

Letter received from the Friends of the Medical Centre requesting consideration by Council to direct any income from the Refuse Site Recycling Shed to their Community Group.

The Refuse Site Recycling Shed collects income when donated items are sold. Previously Council have directed these funds to the St John Ambulance Sub-Centre for the construction of their new building. Since November 2008, \$5,366.20 has been received.

Comment:

In September 2009, Council resolved to put the Friends of the Medical Centre on the shortlist of organisations considered for receiving funds generated by the Williams Refuse Site Recycling Shed. With the St Johns Building now complete direction is sought from Council on the new purpose for these donated funds.

Financial Implications:

Nil.

Voting Requirements:

Simple Majority

Recommendation:

For Council's consideration

Carne/Cavanagh

That the Refuse Site Shed Recycling funds not be directed to the Friends of the Medical Centre and that the funds generated be held in Trust for community groups, with application for funds to be determined by Council.

**Carried 9/0
Resolution 94/11**

Report Reference:	8.4.11
Subject:	Hedley & Robyn Fowler – Subdivision of Lot 12 Millbrook Place
File Reference:	10.64.20
Statutory Reference:	<i>Planning and Development Act 2005</i>
Author & Date:	R.N Duff 12 th October 2010

Background:

In 1999 Amendment 12 of the Shire of Williams Town Planning Scheme No. 2 was gazetted and therefore allowing the Millbrook Park Development of 10 lots to proceed. The lots are zoned Rural Residential are vary in size from 3.0ha to 4.94ha and are connected to underground power and reticulated water.

A letter was received in July 2010 from Mr. Hedley Fowler seeking Council's in principle support to subdivide Lot 12 Millbrook Place into 2 lots. Lot 12 is 4.4278 ha and has road frontage on both Pinjarra Williams Road and Millbrook Place.

Advice was received from Gray and Lewis Planning Consultants:

- 1. The land in Millbrook Park is zoned 'Rural Residential' under the Shires Town Planning Scheme.*
- 2. Under Schedule 4 of the Scheme (attached) there are specific scheme provisions relating to this Millbrook Park which was originally known as Lots 13303 to 13309.*
- 3. The Scheme requires all subdivision to be in accordance with a 'plan of subdivision' certified by the CEO and WAPC. The approved subdivision plan would have produced the current Millbrook Place lots, and based on this the lots do not currently have any further subdivision potential.*
- 4. If individual owners want to further subdivide then they will need to lodge an amended subdivision 'plan' seeking Shire approval, and endorsement of the plan by the WAPC. They would also need to lodge supporting information to address matters such as drainage, ensure the new lot can sustain on site effluent disposal, vegetation retention (although most appears cleared) etc.*
- 5. The Shire will need to consider whether it will (1) allow individual owners to apply or (2) require an overall plan co-coordinating future subdivision by all the owners. From a strategic perspective the WAPC may be opposed to ad hoc individual subdivision, so any owner needs to be aware of risk as WAPC is the determining authority.*
- 6. Any plan would need to cover the entire Millbrook Place subdivision, and will require WAPC endorsement. We would recommend that any landowner wishing to subdivide seek the assistance of a planning consultant.*

In summary there is no subdivision potential under a current subdivision plan, however there is flexibility and scope for owners to lodge an amended subdivision plan for the area. If that plan is supported by the Shire and WAPC, then they can pursue a formal subdivision application.

Points that need to be considered by Council regarding the subdivision Lot 12 Millbrook Place

- No subdivision could take place until the old Waste Water Treatment Plan has been decommissioned
- "Rural Residential" lots in the adjacent "Carter" Subdivision have been approved as small as 1.0ha
- The new proposed lot fronts a constructed road
- The new proposed lot has access to power and water
- The new lot would not be as susceptible to flooding as other lots in Millbrook Park. The lowest point is approximately 262.00 with the river level being at 259.00. The 100 year flood level is identified as being at 260.75
- Lot 12 is already significantly divided by a granite outcrop in the middle of the Lot.
- The subdivision of lot 12 into two lots would not create any irregular shaped lots.

Points that need to be considered by Council regarding any further Subdivision on Millbrook Park

- No subdivision could take place until the old Waste Water Treatment Plan has been decommissioned
- Once the WWTP is decommissioned there would be no requirement for building envelopes on Lots to keep out of the original 150m buffer zone but, lots 17-20 would still require the building envelopes identified and built up to a level of 261.00 as shown on the original subdivision guide plan.

- Each application should be considered on its merits because of the various shapes and sizes of lots, existing building envelopes and road access within the Millbrook Park Development.
- Rural Residential Lots in the “Carter Subdivision have been approved as small as 1.0ha

July Meeting

Cavanagh/Major

That Council provide in principle support for the proposed subdivision of Lot 12 Millbrook Place subject to:

- An amended subdivision plan be submitted to Council for approval
- Lodgement of supporting information to ensure the new lot can sustain onsite effluent disposal

**Carried 7/0
Resolution 15/11**

Comment:

In progressing his enquiries Mr. Fowler had discussed Council's July decision with the party interested purchasing his land to which he was informed that they would prefer a smaller parcel of land, therefore Mr. Fowler has now requested Council's support to allow Lot 12 to be subdivided into 3 Lots;

Lot A – approx. 2.1 hectares

Lot B – approx. 1.1 hectares (minimum)

Lot C – approx. 1.1 hectares (minimum)

Plan attached at **APPENDIX 7.**

The additional lot does not impact negatively or raises any additional points from the recommendation at the July meeting therefore it is recommended that Council could support the additional lot in principle

Financial Implications:

Rate income would be increased by an additional 2 assessments equating to approximately \$1,000 plus additional rubbish services provided.

Voting Requirements:

Simple Majority

Recommendation:

That Council would provide in principle support for the proposed subdivision of Lot 12 Millbrook Place into:

- Lot A – approx. 2.1 hectares
- Lot B – approx. 1.1 hectares (minimum)
- Lot C – approx. 1.1 hectares (minimum)

A formal letter of support would be provided either; when the WAPC request Council's consideration or submission to Council the subdivision application forms prior to lodging the application with WAPC.

Major/Cavanagh

That Council provide in principle support for the proposed subdivision of Lot 12 Millbrook Place into:

Lot A – approx. 2.1 hectares

Lot B – approx. 1.1 hectares (minimum)

Lot C – approx. 1.1 hectares (minimum)

A formal letter of support would be provided either; when the WAPC request Council's consideration or submission to Council the subdivision application forms prior to lodging the application with WAPC.

**Carried 9/0
Resolution 95/11**

8.4 CHIEF EXECUTIVE OFFICER'S REPORT - LATE ITEMS

Logie/Earnshaw

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

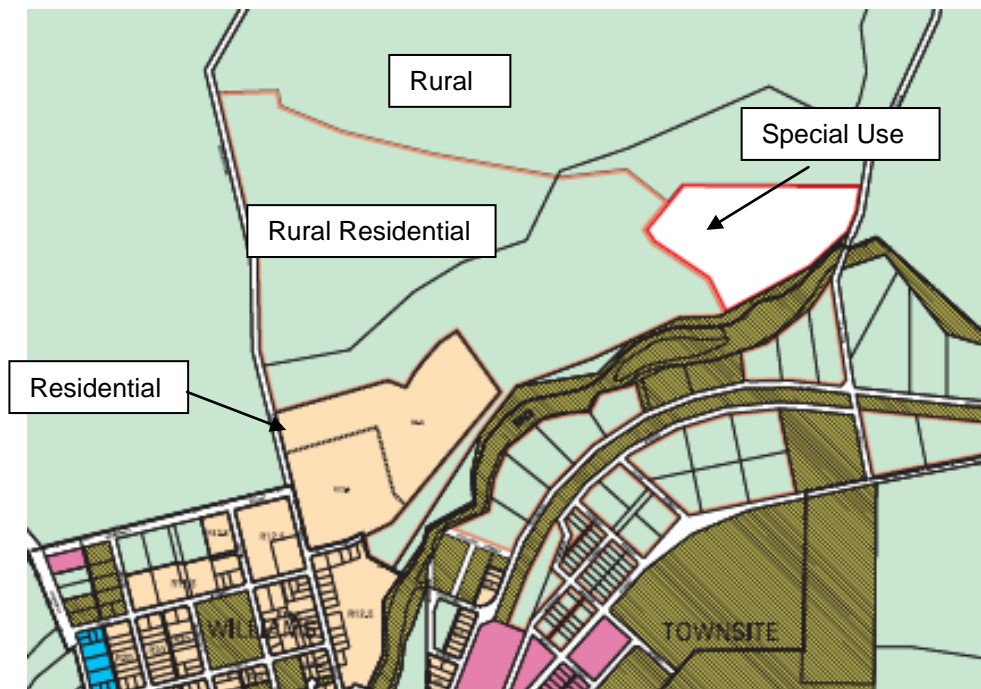
**Carried 9/0
Resolution 96/11**

Report Reference:	8.4.12
Subject:	Proposed 4 lot subdivision (preliminary) – Munthoola
File Reference:	10.64.20
Statutory Reference:	Planning and Development Act 2005
Author & Date:	Gray & Lewis Landuse Planners 15 October 2010

Background:

Zoning

Lots 51 and 52 Eddington Road (generally known as 'Munthoola' were re-zoned from Rural to Residential R12.5, Residential R2.5, Rural Residential, Rural and Special Use under amendment 13 to the Shire of Williams Town Planning Scheme No 2 ('the Scheme'). An extract of the scheme map is included below.



Above: Scheme map extract with notations by Gray & Lewis

Existing Subdivision Approval and Subdivision Guide Plan

The Western Australian Planning Commission has granted an approval for subdivision on Munthoola, and at the same time approved an overall 'Subdivision Guide Plan'. There is potential for approximately 125 residential lots.

Comment:

Description of Application

The proponents have advised that they wish to lodge a new subdivision application to the Western Australian Planning Commission (WAPC) to create 4 lots – refer attached plan (**Appendix 8**).

Prior to lodging any new application, they seek Council's preliminary support so they can lodge a positive letter from the Shire with their formal application to the WAPC – refer proponents submission.

The proposed subdivision will essentially achieve the following:

1. Lot 1 contains existing farmstay and can be divided onto its own title.
2. Proposed Lot 3 will be a 'superlot' with future potential for subdivision in accordance with any revised adopted Subdivision Guide Plan.
3. Lot 4 will remain balance rural land.

Whilst Gray & Lewis recommends that Council generally support for the proposal, it should be noted as follows:

- Ultimately the final decision will be made by the WA Planning Commission as they are the determining authority for all subdivision.
- The WAPC will refer any formal application to the Shire for direct comment and recommendations (separate to this request).
- Support by the Shire does not guarantee or pre-empt any approval by WAPC.

Road construction standards

Gray & Lewis have advised the proponent that all new lots require access to a gazetted road. The WAPC requires gazetted road frontage as a condition of subdivision (policy requirement), and Commission officers have verbally advised that there have been issues in the past with private roads (which can be on sold).

As part of the new application the proponent proposes to create a central road (to be ceded to the crown as a gazetted road). Once the road is ceded, Council would become responsible for ongoing maintenance of the road.

The proponents seek Council support for the road to be constructed to a lower rural (graded) gravel construction, in lieu of full bitumen/ sealing, as it is only servicing 4 lots.

Gray & Lewis are generally supportive of the proposal having regard for the following:

1. The proponents have indicated that they will likely have to re-design the subdivision plan and subdivision guide plan for 'Munthoola' and then release lots in stages.
2. If major changes are proposed then they will have to lodge an amended Subdivision Guide Plan for endorsement by Council and the WAPC.
3. If major changes are proposed they will also have to lodge a new subdivision application for the future 'infill' subdivision on proposed Lot 3. Conditions can be imposed at that time to ensure that the road is constructed, sealed and drained once any further subdivision occurs.
4. Even if the proponent proceeds with 'infill' subdivision under the current subdivision approval, Council would not clear the conditions of subdivision until the road is constructed. The existing approval has a standard condition imposed requiring the road construction.
5. When a formal application for the four lots is lodged with the WAPC, it will be referred to the Shire for recommendation and conditions. The Shire can request that a notification or memorial be placed on the Certificate of Titles advising prospective purchasers that the road will only be maintained to a rural standard and that construction will occur as part of future subdivision at the developers' cost.
6. The Commission will have to determine whether they also support a gravel road to service the lots.

Zoning and proposed lot boundaries

It is difficult to ascertain from the plan provided how the proposed lot boundaries compare with the zoning boundaries on the Shires Scheme map. This is an issue that the Commission will carefully examine for any new application lodged.

It is therefore recommended that the proponent ensures that:

- The boundary for Lot 1 accords with that of the 'Special Use' zone; and that

- The boundary between proposed Lots 3 and 4 accord with the zoning boundary between the 'Rural Residential' zone and northern 'Rural' zone.

Subdivision Guide Plan and proposed lot boundaries

Gray & Lewis are not privy to the final approved Subdivision Guide Plan as it was largely processed by the Shire (and WAPC). The Commission may examine how the proposed lot boundaries relate to the approved SGP. Gray & Lewis are not concerned over this issue as it will be considered by the WAPC, and the proponent has indicated that they will likely redesign the plans (which may necessitate new approvals).

POLICY REQUIREMENTS:

N/A

LEGISLATIVE REQUIREMENTS:

Shire of Williams Town Planning Scheme No 2 ('the Scheme'):

1. Special provisions and requirements apply to the 'Rural Residential' zone for a portion of 'Munthoola' under Schedule 4 of the Scheme, including that subdivision be in accordance with a Subdivision Guide Plan endorsed by the Shire and WAPC. As explained in this report this matter will be examined by the WAPC.
2. A portion of 'Munthoola' is zoned 'Special Use' for farmstay under Schedule 6 of the Scheme.

STRATEGIC IMPLICATIONS:

Nil.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

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

➤ **Economic**

➤ There are no known significant economic implications associated with this proposal.

➤ **Social**

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

FINANCIAL IMPLICATIONS:

The Shire will be responsible for ongoing maintenance of any ceded road.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: NO

STAFF RECOMMENDATION

That Council:

1. Write to the proponent (Russell Fellows) and advise that:
 - a) The proposal lodged to create four lots is generally supported and will allow for an incremental 'superlot' subdivision. It is noted that a new application for four lots will be lodged to the Western Australian Planning Commission (WAPC).

- b) It should be noted that the Shire is not the determining authority for subdivision applications, and ultimately the final decision will be made by the WAPC.
- c) The proposed road is supported as all lots require gazetted road frontage. As the proposed road will only service 4 large lots, Council will recommend to the Commission that it only be constructed to a rural gravel (graded) road standard. The road can be bituminised when future 'infill' subdivision occurs.
- d) When a formal application for the four lots is lodged with the WAPC, it will be referred to the Shire for a formal recommendation and conditions. The Shire can request that a notification or memorial be placed on the Certificate of Titles advising prospective purchasers that the road will only be maintained to a rural standard and that construction will occur as part of future subdivision at the developers cost. This will ensure that if any of the lots are sold, future owners will be aware that the Shire does not intend to upgrade or seal the road.
- e) It is noted that the SGP and subdivision design may be reviewed / redesigned. Any major modifications to approved plans may necessitate new approvals being obtained.
- f) It is difficult to ascertain from the plan provided how the proposed lot boundaries compare with the zoning boundaries on the Shires Scheme map. It is therefore recommended that the proponent ensures that:
 - the boundary for Lot 1 accords with that of the 'Special Use' zone; and that
 - the boundary between proposed Lots 3 and 4 accords with the zoning boundary between the 'Rural Residential' zone and northern 'Rural' zone.

Johnstone/Paterson

That Council:

1. Write to the proponent (Russell Fellows) and advise that:
 - a) The proposal lodged to create four lots is generally supported and will allow for an incremental 'superlot' subdivision. It is noted that a new application for four lots will be lodged to the Western Australian Planning Commission (WAPC).
 - b) It should be noted that the Shire is not the determining authority for subdivision applications, and ultimately the final decision will be made by the WAPC.
 - c) The proposed road is supported as all lots require gazetted road frontage. As the proposed road will only service 4 large lots, Council will recommend to the Commission that it only be constructed to a rural gravel (graded) road standard. The road can be bituminised when future 'infill' subdivision occurs.
 - d) When a formal application for the four lots is lodged with the WAPC, it will be referred to the Shire for a formal recommendation and conditions. The Shire can request that a notification or memorial be placed on the Certificate of Titles advising prospective purchasers that the road will only be maintained to a rural standard and that construction will occur as part of future subdivision at the developers cost. This will ensure that if any of the lots are sold, future owners will be aware that the Shire does not intend to upgrade or seal the road.
 - e) It is noted that the SGP and subdivision design may be reviewed / redesigned. Any major modifications to approved plans may necessitate new approvals being obtained.
 - f) It is difficult to ascertain from the plan provided how the proposed lot boundaries compare with the zoning boundaries on the Shires Scheme map. It is therefore recommended that the proponent ensures that:
 - the boundary for Lot 1 accords with that of the 'Special Use' zone; and that
 - the boundary between proposed Lots 3 and 4 accords with the zoning boundary between the 'Rural Residential' zone and northern 'Rural' zone.

Carried 9/0
Resolution 97/11

Report Reference:	8.4.13
Subject:	Nufarm, Permit to use 2,4-D Ester
File Reference:	13.11.00
Statutory Reference:	Nil.
Author & Date:	R.N Duff 20 th October 2010

Background:

Nufarm Australia Ltd has applied for a permit to continue to use HVEs and requests Councils to re-asses their situation. The Shire of Williams is currently included on the permit for use of 2,4-D Ester.

Comment:

The following extract is from the email received from the manager, Nufarm Australia.

To whom it may concern,

Re: 2,4-D Ethyl Ester Permit Application: 2009/10 summer season

You will be aware from previous communications that the APVMA has suspended the use of 2,4-D High Volatile Esters (HVEs) for the control of summer weeds during the months when grain growers in your Shire need it the most.

Your Shire provided written support for a successful permit application which allowed growers to continue to use this important weed control tool during the 06/07, 07/08, 08/09 and 09/10 summer months.

Nufarm Australia Limited has conducted extensive field testing and monitoring of our product Nufarm Estercide 800 Herbicide (800g/L 2,4-D present as the ethyl ester) during these permit seasons and is providing ongoing support to the APVMA to enable the this product to be registered again for use in Western Australia. Nufarm will be providing the APVMA with a substantial report to support a registered use, however the time frame for consideration by the APVMA will go beyond the coming summer fallow season. Following recent discussions with the APVMA, Nufarm will be applying for a permit again this year..

The APVMA have asked that all of the Shires listed on last year's permit be contacted to confirm their agreement to allow use of 2,4-D ethyl ester for this coming season, and also to confirm any specific restrictions individual Shires may require.

It is essential that each nominated shire re-assess their previous shire restrictions and indicate once again whether they have any objections to the issuing of this permit, before the end of this month. These restrictions can be found in Appendix 1 of last year's permit (PER11891).

To that end, I have attached a copy of last year's permit (PER11891) and a draft letter to Mr Subbu Putcha from the APVMA indicating your support. Kindly modify the attached letter as you see fit and email the letter to myself (stephanie.leach@au.nufarm.com) with a cc. to subbu.putcha@apvma.gov.au no later than September 30th, 2010.

Financial Implications:

Nil

Voting Requirements:

Simple Majority

Recommendation:

That Council endorse the Chief Executive Officer to provide a letter advising that the Shire of Williams has no objection to the 2,4-D Ester permit application.

Cavanagh/Medlen

That Council endorse the Chief Executive Officer to provide a letter advising that the Shire of Williams has no objection to the 2,4-D Ester permit application.

**Carried 9/0
Resolution 98/11**

Report Reference:	8.4.14
Subject:	Kerry Carne – Request for waiver of Hall Fee
File Reference:	11.10.30
Statutory Reference:	N/A
Author & Date:	R.N. Duff 20 th October 2010

Background:

Letter received from Kerry Carne

“Dear Councillors

We are a small group of friends who each year organise a fundraiser of choice to raise money for a particular cause or charity.

This year we are planning on holding on the evening of the 5th November, a disco for our local school children with an aim to raise funds for Telethon 2010. It is an event we are excited about organising as it enables us to raise money for a very worthwhile West Australian cause that supports and benefits our children. The school children have been advised of our intentions and they are very enthusiastic about our event, especially as it is something they can be actively involved in and also help contribute to a special cause. A disco is always a favourable event with the young ones!!

We have booked the Shire Hall for the disco and as our aim is to raise as many funds as possible with very little overheads, we are writing to request your consideration of waiving or reducing the standard hall fee hire (\$155) to keep our costs down.

Your support in this occasion would be much appreciated and would benefit our final contribution to Telethon 2010. We appreciate and look forward to your response.

Should you require any further information, please do not hesitate to contact me on 9885 1023 or e-mail mcarneco@westnet.com.au .“

Comment:

Council has previously waives hall hire charges to community groups.

Financial Implications:

No Hall fee charged \$155

Voting Requirements:

Simple Majority

Recommendation:

That Council donate the use of the Hall Hire on the 5th November for a local children’s disco with profits going to Telethon 2010.

Major/Earnshaw

That Council make a donation to the Telethon fundraising group equivalent to the hall hire fee.

**Carried 9/0
Resolution 99/11**

8.5 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT

8.5.1 ACCOUNTS FOR PAYMENT

Johnstone/Earnshaw

That Municipal Fund cheques 103035 – 103052, EFT Transfers and Direct Debits totalling \$242,092.42 approved for payment by the Chief Executive Officer be endorsed and that Municipal Fund cheques and EFT Transfers totalling \$170,617.44 be approved for payment.

**Carried 9/0
Resolution 100/11**

8.5.2 FINANCIAL STATEMENTS

Cavanagh/Earnshaw

That the financial statements presented for the period ending 30th September 2010 be received.

**Carried 9/0
Resolution 101/11**

8.6 COUNCILLORS

8.6.1 Central Zone Meeting

Cr Cowcher together with the Chief Executive Officer attended the Central Zone Meeting in Wandering. Address by Dexter Davies, Dry Season Advisory Committee on farm water shortage. Council will send out a farm water shortage survey in an endeavour to gather information.

Cr Cowcher met with President Troy Pickard, and Chief Executive Officer Ricky Burgess from WALGA in the Council Chambers to discuss several issues including amalgamations.

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

Johnstone/Medlen

That the appointment of the Chief and Deputy Bush Fire Control Officers be accepted as urgent business for discussion.

**Carried 9/0
Resolution 102/11**

10.1.1 Chief and Deputy Chief Bush Fire Control Officer

Cr Johnstone advised that he will be retiring from the position of Chief Bush Fire Control Officer. Brian Liddelow will accept the position as CBFCO and Ross Major will accept the position of Deputy CBFCO.

Johnstone/Carne

That Brian Liddelow be appointed as Chief Bush Fire Control Officer and Ross Major be appointed as Deputy Bush Fire Control Officer for the Shire of Williams.

**Carried 9/0
Resolution 103/11**

Carne/Earnshaw

Moved a vote of thanks to Cr Johnstone for his services as Chief Bush Fire Control Officer over many years.

Carried unanimously

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 5.10pm