

## **SHIRE OF WILLIAMS**

### **MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY 16<sup>th</sup> APRIL 2008**

#### **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 Ashley Stone	Deputy President
Cr Greg Cavanagh	
Cr Richard Johnstone	
Cr Moya Carne	(from 1:01pm)
Cr David Earnshaw	(from 1:05pm)
Cr Graham Prowse	
Cr Gilbert Medlen	(from 1:05pm)
V Epiro	Chief Executive Officer
HJ Cowcher	Minutes Secretary
Tony Kett	Works Supervisor (3:25-3:50pm)

##### **2.2 APOLOGIES**

Nil

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

Nil

#### **4.0 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

#### **5.0 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

## **6.0 CONFIRMATION OF PREVIOUS MINUTES**

### **6.1 ORDINARY MEETING MINUTES**

Amendment to minutes – Cr Gilbert Medlen was in attendance.

***Medlen / Johnstone***

*That the minutes of the Ordinary Meeting held in the Council Chambers on Wednesday 19<sup>th</sup> March 2008, as circulated, be confirmed as a true and correct record of proceedings.*

**Carried 8/0  
Resolution 204/07**

***Carne / Stone***

*That the minutes of the Audit committee minutes – held in the Council Chambers on Wednesday 19<sup>th</sup> March 2008, as circulated, be received and that the budget review and recommendations submitted by the Audit Committee be adopted.*

**Carried 8/0  
Resolution 205/07**

***Earnshaw / Medlen***

*That the minutes of the Tidy Towns & Sustainable Communities (Pride in Your Town) held on Tuesday 1<sup>st</sup> April 2008, as circulated, be received*

**Carried 8/0  
Resolution 206/07**

Cr Carne:

Q Rail Trail – included in Tidy Towns? Recognising that it is a project in the community, not necessarily one that the Pride in Your Town or the Shire has to be directly involved in.

Q Williams Walk trail – is it completed? Department of Environment and Conservation still working on it.

## **7.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

## **8.0 REPORTS OF COMMITTEES/OFFICERS AND COUNCILLORS**

### **8.1 CHIEF EXECUTIVE OFFICER'S REPORT**

<b>Report Reference:</b>	<b>8.1.1</b>
<b>Subject:</b>	<b>WALGA – The Journey: Sustainability in the Future (See Appendix 1)</b>
<b>File Reference:</b>	4.50.25
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	V. Epiro 2 <sup>nd</sup> April 2008

**Background:**

At the March meeting Council resolved to write to WALGA seeking an extension to the April 15 deadline for submissions on the Systemic Sustainability Report (SSS) Draft Report (letter was forwarded 25 March). However since then the Central Zone resolved at the tele-conference held on 28 March that the Zone hold a forum / workshop in Narrogin on May 30 to discuss and make recommendations in regard to the report.

The recommendations have again been included in the appendix; however there is an excellent summary of the report in the March edition of "The Western Councillor" (distributed to all Councillors at the March meeting).

I have attempted to read the report (albeit not in great depth), the central theme is the introduction of a regional model for local government in WA as the main driver of an industry-led reform program.

#### Regional Model

The regional model is based on the WALGA zones (17) and aligns with the Regional Development Commissions. Existing local government boundaries would be maintained and certain services for local delivery would be retained.

It is proposed to introduce the regional model over a ten (10) year period with three (3) phases:

Years 1 to 3:

- Position the zones as the new regions for delivery of services and functions agreed to by the Local Governments as amenable to delivery through their relevant regional platform
- Regional Local Governments made up of representatives from participating Local Governments
- Councils will not be compelled to join

Years 4 to 8:

- Gradually increasing levels of functional delivery at regional level
- Development of governance structures and competencies for oversight of the functions which over time are delegated to regional delivery
- Heavy emphasis on increasing the training and skill levels of Councillors

Year 10 – The End Point:

- Five or six highly skilled and remunerated Councillors at each Council
- One Councillor (delegate) from each participating local government on the Regional Council
- A mix of local, regional and statewide service delivery platform
- Some Councils will have undertaken voluntary amalgamation during the process.

In conjunction with the above it is intended to set up three (3) new organisations:

- 1) A Local Government Independent Assistance Commission to
  - implement asset management
  - assist Local Governments achieve best practice
  - set fees and charges
  - collect and publish financial data
  - support research that leads to improved efficiency
- 2) A Local Government Finance Authority with an investment and borrowing facility equivalent to a bank
- 3) A Local Government Standards Office (proposed for implementation in the second stage i.e. after the ten years)

There was a belief in the report that the Department of Local Government role in Local Government has become confusing with provision of support (diminished in recent years) and regulation (increased compliance in recent years). Other areas covered include increased compliance in future planning, finance and service provision which will require various amendments to the *Local Government Act* and Financial Regulations (as listed in the recommendations).

Some of the issues that may be of concern:

- Proposed size of Regional Councils (is 15 Councils too big?)
- The creation of more organisations (Independent Assistance Commission, Finance Office, Standards Office). What role will the Department of Local Government play? Is there still a need for Regional Development Commissions and Area Consultative Committees?

- The Regional Model is to be funded with \$30 million from the State Government Budget. What happens if funding is not forthcoming?

**Recommendation:**

*For Council's consideration.*

**Cavanagh / Johnstone**

*That the Central Zone be advised that the Shire of Williams do not support the SSS Report and Recommendations.*

*Delegates for the Central Zone meeting to be confirmed at the May 2008 Council meeting.*

**Carried 8/0  
Resolution 207/07**

<b>Report Reference:</b>	<b>8.1.2</b>
<b>Subject:</b>	<b>Plan for the Future – 2008/2009 to 2012/2013</b>
<b>File Reference:</b>	4.21.40
<b>Statutory Reference:</b>	Section 5.56 of the <i>Local Government Act 1995</i>
<b>Author &amp; Date:</b>	V. Epiro 3 <sup>rd</sup> April 2008

**Background:**

Council generally reviews the Plan for the Future in May of each year. Adoption of the plan must be advertised and residents given the opportunity to comment on the plan.

**Recommendation:**

*That Council determine a date for review of the Plan for the Future.*

**Cavanagh / Earnshaw**

*That Council considers the Plan for the Future 2008/9 to 2012/13 at a special meeting on Monday 26<sup>th</sup> May 2008 commencing at 5:00pm*

**Carried 8/0  
Resolution 208/07**

<b>Report Reference:</b>	<b>8.1.3</b>
<b>Subject:</b>	<b>Annual Review of Senior Employees (Chief Executive Officer, Deputy CEO and Works Supervisor)</b>
<b>File Reference:</b>	4.50.25
<b>Statutory Reference:</b>	Section 5.38 of the <i>Local Government Act 1995</i>
<b>Author &amp; Date:</b>	V. Epiro 4 <sup>th</sup> April 2008

**Background:**

Council generally reviews the senior employees' performance in May of each year. Last year this was done in conjunction with the meeting held to review the Plan for the Future.

**Recommendation:**

*That Council set a date for the senior employees' performance review.*

**Cavanagh / Earnshaw**

*That Council undertake senior employees' performance review on Monday 26<sup>th</sup> May 2008 commencing at 5:00pm.*

**Carried 8/0  
Resolution 209/07**

<b>Report Reference:</b>	<b>8.1.4</b>
<b>Subject:</b>	<b>Protech Mechanical Services – Purchase of Ptn Lot 221</b>
<b>File Reference:</b>	9.10.30
<b>Statutory Reference:</b>	Section 3.58 of the <i>Local Government Act 1995</i>
<b>Author &amp; Date:</b>	V. Epiro 3 <sup>rd</sup> April 2008

**Background:**

Following Council's decision at the March meeting, correspondence was forwarded to Protech Mechanical Services (G Van Den Heever) offering ptn of lot 221 for the total sum of \$85,000 subject to subdivision and sale conditions as outlined in section 3.58 of the *Local Government Act 1995*.

Mr Van Den Heever contacted me on March 31 to advise that owing to difficulties in obtaining finance for purchase of the land and building of a workshop, he had decided not to proceed with the land purchase and to close his business on 18 April 2008 (refer to memorandum faxed on 1 April).

The tradesperson's residence (8 Fry Street) will be vacated on 21 April 2008 and Council needs to consider rental options for the future. Rental options are limited to Local Government and Government employees or a tradesperson willing to set up a trade in Williams. It may be an opportune time (given the house rental market) to explore the possibility of attracting a tradesperson to Williams.

**Recommendation:**

*That submissions for rental of the residence be invited from tradespersons interested in establishing a trade in Williams.*

**Carne / Prowse**

*That Council advertise for a tradesperson interested in establishing a trade in Williams.*

**Carried 8/0  
Resolution 210/07**

CEO to source further information from Department of Immigration in regards to 457 Visa to attract potential tradespersons to the Shire of Williams.

<b>Report Reference:</b>	<b>8.1.5</b>
<b>Subject:</b>	<b>WA Planning Commission – Williams Town Planning Scheme No 2 – Amendment No 13 (See Appendix 2)</b>
<b>File Reference:</b>	14.25.26
<b>Statutory Reference:</b>	Section 87(3) of the <i>Planning and Development Act 2005</i>
<b>Author &amp; Date:</b>	V. Epiro 3 <sup>rd</sup> April 2008

**Background:**

The Minister for Planning and Infrastructure has granted approval for Amendment No 13 (Munthoola) on 17 March 2008.

Approval for the subdivision is expected within the next month, however as Council is aware development of the land is currently in progress.

**Recommendation:**

*For Council's information.*

<b>Report Reference:</b>	<b>8.1.6</b>
<b>Subject:</b>	<b>Main Roads (South West Region) – Junction Pinjarra-Williams and Harvey-Quindanning Roads</b>
<b>File Reference:</b>	12.15.33
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	V. Epiro 4 <sup>th</sup> April 2008

**Background:**

Following a Council resolution in November 2007, a letter was forwarded to Main Roads (South West Region) requesting sealing of the fishtails on the junction of the Pinjarra-Williams and Harvey-Quindanning Roads. A response to the letter was finally received (with an apology) on 14 March 2008 which states as follows:

*“If the Shire of Williams is able to arrange this work Main Roads could contribute towards the cost of sealing the left turn radius from Harvey-Quindanning Road to Pinjarra-Williams Road on a 50:50 basis. Initially this would require the Shire of Williams to arrange a suitable design, for approval by Main Roads, and an estimate to construct.”*

Commenting on the above proposal I would suggest that both fishtails (east and west) would require sealing to prevent gravel stones being thrown on the present sealed surface. Further to this the eastern fishtail is Main Roads’ and the western portion the Shire of Boddington’s and I’m not sure that an extensive design is required for the work being proposed.

**Recommendation:**

*That Main Roads (South West Region) be advised that both fishtails require sealing and that the work should be carried out in conjunction with the Shire of Boddington.*

**Prowse / Cavanagh**

*That Main Roads (South West Region) be advised that both fishtails require sealing and that the work should be carried out in conjunction with the Shire of Boddington.*

**Carried 8/0  
Resolution 211/07**

<b>Report Reference:</b>	<b>8.1.7</b>
<b>Subject:</b>	<b>Main Roads – Proclamation of Collie-Williams Road and De-proclamation of Williams-Darkan Road (See Appendix 3)</b>
<b>File Reference:</b>	12.15.33
<b>Statutory Reference:</b>	Section 13 of the <i>Main Roads Act</i>
<b>Author &amp; Date:</b>	V. Epiro 4 <sup>th</sup> April 2008

**Background:**

At the meeting held on 21 February 2007, Council resolved to:

- Cede the Collie-Williams Road to Main Roads subject to Council being offered first option for any future works
- Accept the Williams-Darkan Road subject to an inspection being carried out with Main Roads to ascertain if any upgrading is required.

Since the above correspondence there have been two joint inspections and three joint meetings with Main Roads and the Shire of West Arthur (Chief Executive Officers and Works Supervisors) with no resolution being agreed upon in regard to the Williams-Darkan Road upgrade other than an offer of \$200,000 being made to both shires from Main Roads to address the priority concerns across the whole road.

In addition to the upgrade issues both Councils have with the Williams-Darkan Road, another factor has arisen with the opening of the Narrakine Bin. West Arthur have stated that there has been a significant

increase in truck traffic during harvest with an estimated 25,000 tonne carted over the road which equates to 1,644 trips (822 loads) of an average of 30.4 tonne over a 35 day period, which is expected to increase 30% because of more grain being planted and the freight rate being levied being lower than Darkan.

It is therefore considered that the road should be widened to 7 metres with 1 metre shoulders (sealed sections currently vary between 5.6 metres to 6.0 metres with virtually all the shoulders requiring reconditioning) to cater for the present and future oversized vehicle traffic.

Widening of the road to 7 metres is estimated to cost between \$700,000 - \$800,000 therefore the offer of \$200,000 is considered insufficient for Williams and West Arthur to assume responsibility for the road.

Main Roads have now stated their intention of proceeding with the proposal; however Council may object as outlined below:

“As referred to in the letter from Main Roads, Section 13A (2) of the Main Roads Act makes provision for the Shire to object to the Commissioner. If the Shire is not satisfied with the decision of the Commissioner, the Shire may appeal to the Minister.

(1) On the recommendation of the Commissioner the Governor may by proclamation declare that any section or part of a road shall be -

- (a) a highway, or
- (b) a main road,

Or shall cease so to be and may by the same or a subsequent proclamation declare that the footpaths of any such road shall, or shall not, be excluded from the road.

(3) In considering whether to make any recommendation to the Governor that a road should be declared to be a main road, the Commissioner shall take into account –

- (a) the moneys available or likely to be available for main roads,
- (b) whether the road is or will be the main route connecting any large producing area, or any area capable of becoming in the near future a large producing area, with its market or closest port or railway station,
- (c) whether the road is or will be the main route of intercommunication between 2 or more large producing areas, or areas capable of becoming in the near future large producing areas, or between large centres of populations, and
- (d) whether the road is or will be a major route for high volume traffic movements within large urban areas”

The Shire of West Arthur have already considered the Main Roads proposal and resolved at their March meeting to object and invite the Shire of Williams to prepare a joint submission. Therefore Council resolution is sought on the following recommendation:

***Recommendation:***

*That the Shire of Williams join with the Shire of West Arthur in submitting a joint objection to the Commissioner of Main Roads in relation to the proposal from Main Roads to de-proclaim the Williams-Darkan Road on the grounds that the amount of \$200,000 is not sufficient to upgrade the road to the standard required to cater for the increasing heavy transport use and that the road may still meet the criteria applied to a “main road”.*

***Stone / Carne***

*That the Shire of Williams join with the Shire of West Arthur in submitting a joint objection to the Commissioner of Main Roads in relation to the proposal from Main Roads to de-proclaim the Williams-Darkan Road on the grounds that the amount of \$200,000 is not sufficient to upgrade the road to the standard required to cater for the increasing heavy transport use and that the road may still meet the criteria applied to a “main road”.*

**Carried 8/0  
Resolution 212/07**

Letter to be copied and sent to Steve Martin, Zone President and Terry Waldron (MP).

<b>Report Reference:</b>	<b>8.1.8</b>	
<b>Subject:</b>	<b>Office of Water – Outstanding Water Account,</b>	<b>Williams Oval</b>
<b>File Reference:</b>	11.30.50	
<b>Statutory Reference:</b>	N/A	
<b>Author &amp; Date:</b>	V. Epiro	8 <sup>th</sup> April 2008

**Background:**

Council has been disputing a Water Corporation account of \$49,675.35 since July 2007 for watering of the Williams oval between January and June 2007. Despite several discussions and various correspondence, the Water Corporation are adamant that the water was used as the meter has been tested and found to be in good working order. They (Water Corporation) also discounted any effect from the mains breakdown on 14 January 2007 which occurred at the Williams-Darkan Road junction and caused fluctuations in the mains water pressure in the Williams townsite.

The Water Corporation have now put forward a proposal to provide a once-off allowance of 50% reduction (\$24,837.68) on the proviso that:

- The Shire of Williams install a float controlled valve with automatic shut-off in the storage tank
- The Shire of Williams adhere to water efficiency measures (watering at night)

Following receipt of the proposal, a quotation for a float controlled valve was obtained from Pioneer Water Tanks which amounted to \$1,700 (inc. GST). This was presented to the Water Corporation who endorsed the item which will have to be installed by a plumber.

There does not seem to be any other course of action Council can take, therefore it is suggested that the Water Corporation's proposal be accepted.

**Recommendation:**

*That the Water Corporation's offer of a 50% allowance off the account (\$24,837.68) be accepted and a float controlled valve be installed.*

**Cavanagh / Medlen**

*That the Water Corporation's offer of a 50% allowance off the account (\$24,837.68) be accepted and a float controlled valve be installed.*

**Carried 5/3  
Resolution 213/07**

<b>Report Reference:</b>	<b>8.1.9</b>	
<b>Subject:</b>	<b>Quindanning Townsite Area – Planning Issues</b>	
<b>File Reference:</b>	14.25.24	
<b>Statutory Reference:</b>	<i>Planning and Development Act 2005</i>	
<b>Author &amp; Date:</b>	V. Epiro	8 <sup>th</sup> April 2008

**Background:**

On Tuesday 8 April 2008, Councillors Richard Johnstone, Greg Cavanagh and myself met with six (6) representatives of the Boddington Shire to discuss planning / zoning issues in relation to the Quindanning townsite and environs.

The Boddington Council has received a petition from around ten (10) ratepayers seeking amendments to Planning Scheme zones to provide for rural residential lots of around 1ha in land adjoining the

Quindanning townsite (Harvey-Quindanning Road area). In the discussion that followed there was a general view that 1ha lots were too small and would evolve into a townsite settlement.

The Shire of Boddington's current policy supports the creation of 20ha lots in the area adjoining the Quindanning townsite and outside the mining buffer zone. It was decided that both Councils should discuss the planning/development issues associated with Quindanning and endeavour to achieve a common policy prior to any public consultation/input being canvassed.

Crs Johnstone and Cavanagh will elaborate further on the issues discussed at the meeting.

***Recommendation:***

*For Council's discussion and consideration.*

***Prowse / Medlen***

*That the Shire of Williams advise the Shire of Boddington that Council considers that there are sufficient existing small titles in the Quindanning townsite environs to cater for the demand for smaller land holdings.*

**Carried 8/0  
Resolution 214/07**

**Afternoon Tea**

Council adjourned for afternoon tea at 3:05pm and resumed the meeting at 3:30pm

Works Supervisor Tony Kett attended the meeting to discuss his report at 3:30pm

**8.3 WORKS SUPERVISOR'S REPORT**

**Summer Grading**

Sattler Road, Hurley Road, Culbin-Boraning Road, Culbin-South Road, Wangelling Gully Road, Medlen Road, Gillett Road, Glenfield Road,

**Maintenance Works**

Taken light poles down for new lights on Williams oval.

**Construction**

Put in new culverts, Narrakine Road realignment

Graded up and removed top soil on Narrakine Road realignment

**Mechanical Report**

Fixed JBC loader; battery and wiring

Serviced Volvo excavator

Serviced ute, WL 430

**Private Works**

Graded, watered and rolled detour on Narrogin Road for Main Roads.

Mixed cement stabilised gravel for detour road.

Carted stabilised gravel and compacted for Main Roads.

Grader hire to Greystones.

One load of water for Bill Piesse.

One load of water for Andrew Bulleid.

Three loads of water for Golden Grove farm.

Removed trees on Richardson Street for new Landcorp deep sewage line.

**Tony Kett**

**Work Supervisor**

**8<sup>th</sup> April 2008**

*Recommendation*

*That the Works Supervisor's Report be received.*

***Earnshaw/Medlen***

That the Works Supervisor's Report be received

**Carried 8/0  
Resolution 215/07**

Works Supervisor Tony Kett left the meeting at 3:50pm

Environmental Health / Building Surveyor Steve Friend attended meeting at 3:50pm to discuss his report.

**8.4 ENVIRONMENTAL HEALTH OFFICER / BUILDING SURVEYOR'S REPORT**

**Building Permits**

#210 P & D Cann      Lot 111 Richmond Street      Zinc verandah

Building inspections ongoing.

**Food Premises Inspections**

Rustik Rainbow – renovations almost complete. Kitchen and shop cleanly maintained.

**Secondhand Houses – Policing**

Council currently does not have a policy that governs the relocation of a second hand transportable dwelling into the Shire. Councillors would be aware that there are concerns with having no identifiable standards for relocatable dwellings.

Shire officers are more and more frequently being asked whether relocatable (second hand) dwellings are permitted within the Shire. In order to give proponents and staff some guidelines as to what is acceptable, it is proposed that Council adopt a policy setting out basic guidelines that would need to be adhered to in order to obtain planning approval to relocate a house into the Shire.

I believe that one of the main points of the proposal following is that a substantial bond is required to “encourage” proponents to fulfil their obligations. It should be pointed out that although I believe you can add conditions such as landscaping, it would be discriminating as we do not add that condition to “normal” houses. If Council believed that a house should be hidden behind landscaping, perhaps it should not be approved at all.

**Relocatable Dwellings – Conditions of Approval**

**Statement:**

The transportation into the Shire of Williams, especially in a gazetted townsite of a second hand transportable house has the potential to have a negative impact upon the visual amenity of areas in which they are located.

In order to guard against the potential negative impact of such houses Council requires that all proposals of this type be submitted to Council for its formal planning approval.

**Policy Provision:**

The transportation into a Residential, Rural Residential or Rural zoned area of the Shire of Williams of a second hand transportable dwelling (relocatable dwelling) may be permitted, subject to the following:

1. All applications are subject to the proponent submitting a Development Application.

2. All applications to relocate a house into a Residential, Rural Residential and Rural area will be required to be presented to Council prior to approval being granted.
3. No dwelling containing asbestos will be permitted to be relocated into or within the Shire unless all asbestos is removed and replaced with suitable alternative materials prior to its transportation.
4. All relocatable dwellings are to be inspected by the Environmental Health Officer / Building Surveyor prior to transport into the Shire at the proponent's cost.
5. Building plans as per the requirements of the Building Regulations 1989, plus certification from a structural engineer as to structural soundness and stumping requirements are required to be submitted.
6. All stumps and sole plates (if applicable) to be new materials
7. Any damaged or rusted building materials to be replaced to the satisfaction of the EHO/BS.
8. If deemed necessary by the EHO/BS all external portions of the dwelling to be painted to the Shire's satisfaction.
9. If deemed necessary by Council, to improve the appearance of the dwelling, a verandah to Council's satisfaction may be required to be erected.
10. All exposed portions of the house between ground level and the underside of the floors to be screened, by the use of new materials such as Colorbond, fibro cement, termite resistant lattice or bird boards.
11. Prior to issuing the building permit, the proponent will be required to pay a bond of the amount stipulated in Council's Schedule of Fees and Charges. This bond will be fully refundable when all the conditions of planning approval have been met.
12. No occupation of the dwelling is to occur until a final inspection of the dwelling by the EHO/BS has taken place and those conditions necessary for habitation have been cleared.

**Objectives:**

To protect the visual amenity of the Residential or Rural Residential zoned areas of the Williams Shire by ensuring an acceptable standard of building is maintained.

To specify the circumstances under which Council will allow the relocation of a second hand transportable dwelling into Residential or Rural Residential zoned land.

To outline the requirements and standards that are necessary to obtain planning and building approval to relocate a second hand dwelling into a Residential or Rural Residential zoned area.

**Steve Friend**

**Environmental Health Officer / Building Surveyor**

**8<sup>th</sup> April 2008**

***Recommendation***

*That Council*

- 1) agrees to adopt the abovementioned policy on relocatable (second hand) houses and advertises its intention to adopt the policy inviting comments on the proposal; and*
- 2) a refundable bond of \$5,000 be set in Council's Fees and Charges to ensure that all conditions of planning approval are complied with.*

***Stone / Medlen***

*That Council*

- 1) agrees to adopt the abovementioned policy on relocatable (second hand) houses and advertises its intention to adopt the policy inviting comments on the proposal and*
- 2) a refundable bond of \$5,000 be set in Council's Fees and Charges to ensure that all conditions of planning approval are complied with.*

**Carried 8/0  
Resolution 216/07**

***Recommendation***

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

**Stone / Earnshaw**

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

**Carried 8/0  
Resolution 217/07**

Environmental Health Officer / Building Surveyor Steve Friend left the meeting at 4:20pm

<b>Report Reference:</b>	<b>8.1.10</b>
<b>Subject:</b>	<b>Department for Planning and Infrastructure – Road Closure, Narrakine Road</b>
<b>File Reference:</b>	12.15.38
<b>Statutory Reference:</b>	Section 58 of the <i>Land Administration Act</i>
<b>Author &amp; Date:</b>	V. Epiro 9 <sup>th</sup> April 2008

Cr John Cowcher declared an interest in this item and vacated the Chair and left the meeting at 4:20pm  
Cr Ashley Stone assumed the Chair.

**Background:**

At the meeting held on 20 February 2008 Council resolved to close portion of Narrakine Road between Johnstone Road and the south-west corner of location 1829. Submissions on the proposal close on 16 May 2008 and any received will be tabled at the meeting.

There has been no objection received from the service providers (Western Power, Water Corporation etc) and in the event that no further submissions are received Council can formally resolve to close the road.

**Recommendation:**

*That Council proceed with the closure of Narrakine Road between Johnstone Road and the south-west corner of location 1829.*

**Prowse / Earnshaw**

*That Council proceed with the closure of Narrakine Road between Johnstone Road and the south-west corner of location 1829.*

**Carried 7/0  
Resolution 218/07**

Cr John Cowcher returned to the meeting at 4:21pm

<b>Report Reference:</b>	<b>8.1.11</b>
<b>Subject:</b>	<b>Council / Staff Dinner</b>
<b>File Reference:</b>	4.11.00
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	V. Epiro 9 <sup>th</sup> April 2008

**Background:**

Council resolved to hold a Council /Administrative staff dinner after the October 2007 election; however no firm date was set at the time of discussion. It is suggested that the dinner be held on Thursday 8<sup>th</sup> May 2008 in the RSL Hall with catering to be done by Rustik Rainbow.

**Recommendation:**

*That a Council dinner for Council and Administrative staff be held on Thursday 8<sup>th</sup> May 2008.*

***Prowse / Earnshaw***

*That a Council dinner for Council and Administrative staff be held on Thursday 15<sup>th</sup> May 2008.*

**Carried 8/0  
Resolution 219/07**

<b>Report Reference:</b>	<b>8.1.2</b>	
<b>Subject:</b>	<b>Landcorp – Munthoola Subdivision Road Names</b>	
<b>File Reference:</b>	14.25.28	
<b>Statutory Reference:</b>	N/A	
<b>Author &amp; Date:</b>	V. Epiro	9 <sup>th</sup> April 2008

**Background:**

Following the March meeting Council submitted the following road names for the Landcorp subdivision:

- Fleay Drive
- Quinn Street
- Hynes Street

Landgate have advised that there is a Fleay Road in Narrogin therefore Hynes could be used but not drive as the road is a cul-de-sac. They suggest selecting from the following:

- Hynes Gardens
- Hynes Vale
- Hynes Chase
- Hynes Place
- Hynes Court
- Hynes Close

***Recommendation:***

*That the internal road in the Landcorp subdivision be named Hynes Place.*

***Prowse / Medlen***

*That the internal road in the Landcorp subdivision be named Hynes Court*

**Carried 7/1  
Resolution 220/07**

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

**8.2.1 ACCOUNTS FOR PAYMENT**

***Recommendation***

*That Municipal Fund cheques 101431 to 101437 totalling \$71,883.07 approved for payment by the Chief Executive Officer be endorsed and the Municipal Fund cheques 101438 to 101487 totalling \$90,687.35 be approved for payment.*

***Johnstone / Stone***

*That Municipal Fund cheques 101431 to 101437 totalling \$71,883.07 approved for payment by the Chief Executive Officer be endorsed and the Municipal Fund cheques 101438 to 101487 totalling \$90,687.35 be approved for payment.*

**Carried 8/0  
Resolution 221/07**

**8.2.2 FINANCIAL STATEMENTS**

***Recommendation***

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

*Cavanagh/Earnshaw*

*That the financial statements presented for the period ending 31<sup>st</sup> March be received*

**Carried 8/0  
Resolution 222/07**

## **8.5 COMMUNITY DEVELOPMENT OFFICER'S REPORT**

### ***August 07 to March 08***

#### ***Williams Swimming Pool***

In October 2007, the Shire received \$24,810 from the Department of Water's Community Water Grant program. This was to replace the shade structures at the pool, with particular attention to be given to the shade over the toddler pools. This was erected in January/February 2008, and has been very well received by the community.

The remainder of the upgrade, as per the concept drawings prepared by Franco Carrozzi, will be subject to sourcing funding from the Department of Sport and Recreation's Community Sport and Recreation Fund later this year. We are still awaiting quantity surveyor cost estimates to confirm estimated cost for the upgrade.

#### ***Bike Paths – Piesse & Fry Streets***

In December 2007, the Shire made an application for \$24,588 to construct a 565m pathway along Piesse and Fry Streets thereby completing the link between residential areas and the school. The outcome of this funding is not yet known.

#### ***Williams Primary School***

In April 2007, I assisted the Williams Primary School prepare an application to the Australian Government's Investing in Our Schools Programme for \$99,875 to upgrade the quadrangle. The School was advised in Sept 2007 that it had been successful. The P & C is now working with Leon Bertuola to develop concept drawings for the proposed upgrade, with a view of works commencing in the summer school holidays.

#### ***Williams Gateway Expo 2008***

The Shire has once again assisted Expo with sourcing grant funding to offset the costs associated with running the event. Healthways granted \$2500 to assist with entertainment costs and Lotterywest have granted \$7918 to assist with advertising and publicity costs. The Expo committee have attracted Roadwise funding to assist with their event.

#### ***Williams LEMAC Emergency Trailer***

The Shire successfully applied for \$2303.65 from Emergency Management Australia's Local Grants Scheme funding program to purchase equipment to enhance the trailer's safety equipment. The Williams Police selected the equipment, as at the time of applying for funding the trailer was in their care. The trailer has since been moved to the Shire depot and is now the responsibility of the Shire. The trailer's equipment is now being documented (with some still outstanding, and located at the Police Station), and trailer set up adequately. Following this, the trailer will be made available to the emergency services for use at major incidents such as traffic accidents, bush fires etc). Approximately \$105 remains unspent at this stage.

### ***Disability Access & Inclusion Plan***

The Shire, in consultation with the community, prepared a Disability Access and Inclusion Plan which was formally endorsed by the Disability Services Commission in December 2007. Implementation of the initiatives identified in the plan will be subject to sourcing funding to assist with the costs associated.

### ***Community Safety and Crime Prevention***

This plan was prepared and endorsed by Council and the Office of Crime Prevention in July 2006, with the Shire receiving \$22,000 towards upgrading lighting around the town. Some of the new lighting has been installed – at the entrance to the Recreation Ground, around the buildings/playground at the Recreation ground and at the Lions Park. Still remaining to be installed is lighting at the rear of the Hall (facing Cullen Park to light the rear access to the Hall); lighting from the side of the Hall facing the playground and at the front of the Hall to light the front steps.

In April 2007, the Shire was successful in obtaining \$10,000 from the Office of Crime Prevention to assist with the installation of traffic calming measures to slow traffic down in the town centre of Williams. Particular attention was to be given to Albany Highway and Brooking Street.

This initiative was a direct result of survey comments made when the CSCP Plan was being developed. Signage was needed in the shopping area (Brooking Street), especially where the playground is on the opposite site of the road to the shops. It was suggested that a combination of signage and traffic calming devices (such as speed humps) be used to address this issue. Further to this, it was envisaged that signage needs to be upgraded on the Albany Highway to replace the ageing Keep Australia Beautiful signs that are in various states of disrepair.



Sign on Albany Highway (North)



Sign on Narrogin Road

I have drafted ideas for signage for the outskirts of town (refer Attachment A – for vehicles arriving – and Attachment B – for vehicles leaving Williams), as well as the town shopping precinct. Signage on Albany Highway will have to be endorsed by Main Roads, however the signage in the main street is the Shire's responsibility. A suggestion for the signage in the main street is Attachment C.

Further to this, Council is also asked to consider the feasibility of installing a traffic calming device in Brooking Street, similar to the one in Fortune Street in Narrogin – a large speed reduction hump, to assist with slowing vehicles down in the main shopping area whilst still allowing parking to not be affected.

### ***Recommendation***

*For Council's consideration – signage and traffic calming devices*

**Stone/Prowse**

*That Council endorse the following wording for the signage on the outskirts of town:*

Entry sign to read “Welcome to Williams. Small town, smaller children, please slow down”

Exit sign to read “Thank you for visiting our town. Please drive safely”

Shopping Area/Playground sign to read “Small town, smaller children, please slow down”

**Carried 7/1  
Resolution 223/07**

CEO to source additional information on traffic calming devices for Brooking Street shopping area and present to May meeting.

***Williams St John Ambulance***

As Council is aware, the Williams SJA sub-centre is currently undertaking a significant capital works program to build a new facility on the old SES lot adjacent to the Williams Volunteer Fire & Rescue Service. This project has been ongoing since November 2006, with momentum gathering in 2008 as funding applications for the project are prepared and submitted and the sponsorship and fundraising campaign begin in earnest.

To date, applications have been submitted to Lotterywest (via SJA State Office) for \$200,000 and Emergency Management Australia National Emergency Volunteer Support Fund for \$50,000. Applications currently being prepared for submission include DOTARS Regional Partnerships Program (\$240,000) and FRRR Helping Hands (\$50,000). DLGRD Regional Headworks Program applications are due in June 2008 (\$10,939) and other various smaller funding programs will open later in the year.

Corporate and local sponsorship is a considerable aspect of the project, and this has commenced in earnest recently. Locally, *The Williams* has recently committed \$10,000 to the project, a significant contribution by a local group, which is a great boost for the project and Williams SJA. Approximately \$230,000 of Williams SJA funds are committed to the project, which it is hoped will commence building in 2009.

***Williams Pride in Your Town Committee***

Following on from the success Williams had in the 2007 Tidy Towns and Sustainable Communities competition, the committee has resolved to enter again in 2008. The committee met on April 1<sup>st</sup> (refer to minutes elsewhere in agenda), and have indicated a number of projects that they would like to see implemented in 2008.

- Recreation Ground signage – replace the blue directional sign on Quindanning Road (currently reads “Bowling Club”) with one like the golf club has on Albany Highway, with “Recreation Ground” or similar on it. It was suggested that the “Bowling Club” sign could be moved inside the grounds and put at the beginning of the road going to the club.
- Recreation Ground signage – place a sign on the stone wall at the entrance to the grounds, naming all the clubs / sports that use the facilities (please refer to Attachment D)
- Shire of Williams Community Events sign – needs a Driver Reviver sign
- Westrail Bus Shelter – it was suggested that the Shire write to the Caltex Roadhouse to place gravel in the potholes at the bus stop.

***Prowse / Carne***

*It was moved that Main Roads approval be sought for a Recreation Ground sign to be placed at the intersection of the Pinjarra-Williams Road and the Albany Highway.*

**Carried 6/2  
Resolution 224/07**

***Prowse / Earnshaw***

*It was moved that a sign be placed at the entrance to the Recreation Ground*

**Lost 3/5  
Resolution 225/07**

***Other projects / Shire Work***

Exercise Classes

- The Shire of Williams is assisting Margaret Frick (Exercise Physiologist) with applying for a WALGA Be Active WA Local Activity Grants Program to purchase exercise equipment to enhance the classes being offered locally, as well as to train community members to supervise classes, further up-skilling the community. This application will be for \$5000 with the Shire providing matching in-kind support for the project. Applications close on Friday April 11<sup>th</sup>.

Shire of Wickiepin

- I have commenced working on their Community Safety and Crime Prevention Plan, with their first stakeholder meeting scheduled for Thursday April 10<sup>th</sup>. It is envisaged that their plan and associated funding will be finalised in June/July 2008.

Shire of Narrogin

- I have prepared an updated for their Record Keeping Plan, as per a request from the State Records Office. This updated plan will be submitted for consideration for up to 5 years approval.
- The Shire of Narrogin's CSCP Plan was endorsed in June 2006, and \$22,000 was received for two projects – one for general fire awareness, including workshops, information packages and signage – and the second for stock on roads, towed agricultural implements and general farm safety, including workshops and information packages. I am assisting the Shire with putting together information packages, mainly to do with new landowners, and smaller landholders within the Shire.

**Heidi Cowcher**

**Community Development Officer**

**9<sup>th</sup> April 2008**

*Recommendation*

*That the Community Development Officer's report be received.*

***Medlen / Carne***

*That the Community Development Officer's report be received*

**Carried 8/0  
Resolution 226/07**

**8.5 COUNCILLORS**

Nil

**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**

Nil

**10.1 ELECTED MEMBERS**

**Landcare Funding**

Query raised in regards to future of funding for landcare projects (to replace Envirofunds). Unknown at this stage.

**CEO House**

CEO house is progressing well, and is on target to be completed by October 2008.

**10.2 STAFF**

**ANZAC Day**

CEO finalising details for service. Service to be held at the front of the Shire commencing at 8:00am. Morning tea to be provided by Shire and served by Lions Club ladies.

**11.0 INFORMATION SESSION**

**12.0 MEETING CLOSURE**

There being no further business for discussion the President declared the meeting closed at 5:47pm