

## **SHIRE OF WILLIAMS**

### **MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY 18<sup>TH</sup> JUNE 2008**

#### **1.0 OPENING**

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

The President declared the meeting open at 1.30pm

##### **1.2 ANNOUNCEMENT OF VISITORS**

Nil

#### **2.0 RECORD OF ATTENDANCE**

##### **2.1 PRESENT**

Cr John Cowcher	President
Cr Ashley Stone	Deputy President
Cr Greg Cavanagh	
Cr Richard Johnstone	
Cr Moya Carne	
Cr David Earnshaw	
Cr Graham Prowse	
Cr Gilbert Medlen	

V Epiro	Chief Executive Officer
IR Ball	Deputy Chief Executive Officer
Tony Kett	Works Supervisor (3.25pm – 3.35pm)
Steve Friend	Environmental Health Officer/Building Inspector (3.35pm - 4.15pm)

##### **2.2 APOLOGIES**

Nil

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

Nil

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

##### ***Earnshaw/Medlen***

That Councillors Cowcher and Carne be granted leave of absence for the July 2008 Ordinary Meeting of Council.

**Carried 8/0  
Resolution 283/08**

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

Nil

## **6.0 CONFIRMATION OF PREVIOUS MINUTES**

### **6.1 ORDINARY MEETING MINUTES**

#### ***Cavanagh/Prowse***

That the minutes of the Ordinary Meeting held in the Council Chambers on Wednesday 21<sup>st</sup> May 2008, as circulated, be confirmed as a true and correct record of proceedings.

**Carried 8/0  
Resolution 284/08**

### **6.2 SPECIAL MEETING MINUTES**

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

That the minutes of the Special Meeting held in the Council Chambers on Wednesday 26<sup>th</sup> May 2008, as circulated, be confirmed as a true and correct record of proceedings.

**Carried 8/0  
Resolution 285/08**

### **6.2 WILLAMS PRIDE IN YOUR TOWN MEETING**

#### ***Prowse/Carne***

That the minutes of the William Pride in Your Town Meeting held on Tuesday 27<sup>th</sup> May 2008, as circulated, be received.

**Carried 8/0  
Resolution 286/08**

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

The President advised that following a call from the Medical Centre he together with the Chief Executive Officer attended a discussion at the Medical Centre with the Doctor and officers from the Wheatbelt Country Health Service. This situation will be further discussed in conjunction with item 8.1.12.

## **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>Proposed Amendment 14 to re-zone a portion of Lot 12070 (SN 13254) Albany Highway, Williams from 'Rural' to 'Residential R2', 'Residential R10' and 'Rural Residential'</b>
<b>File Reference:</b>	14.25.26
<b>Statutory Reference:</b>	Amendment 14
<b>Author &amp; Date:</b>	Gray & Lewis Planners 27 <sup>th</sup> May 2008
<b>Disclosure of Interest:</b>	Gray & Lewis receive planning fees for advice to the Shire therefore declare a Financial Interest – Section 5.65 of Local Government Act 1995

#### **Background:**

- Previous Council consideration

On 23 November 2006 the Shire advised the applicant that it would be prepared to support subdivision subject to:

- A land capability assessment;

- A subdivision guide plan based on the recommendations from the land capability assessment and which provides for a variety of lot sizes including “Special Residential” lots of approximately 5000m<sup>2</sup>, for the area opposite Millbrook Place to Old Soldiers Road and residential lots of approximately 1000m<sup>2</sup> for the area opposite Millbrook Place to the Albany Highway.
- Confirmation from service providers that infrastructure can be extended to the subdivision in accordance with the subdivision guide plan;
- Submission of a draft Town Planning Scheme Amendment incorporating the land capability assessment and subdivision guide plan that provides for rezoning to Residential, Special Residential and Special Rural zones.

On the 21<sup>st</sup> of November 2007, Council resolved to initiate Amendment 14 to:

- (i) Re-zoning a portion of Lot 12070 Albany Highway, Williams from ‘Rural’ to ‘Residential R2’, ‘Residential R10’ and ‘Rural Residential’.
- (ii) Introducing provisions in the Scheme giving Council discretion to require a Subdivision Guide Plan for land in the Residential Zone.
- (ii) Including provisions in Schedule 4 - Rural Residential to require a Subdivision Guide Plan.

### **Comment**

### **Proposed Amendment & Consultation**

The applicant submitted modified amendment documents and a revised Subdivision Guide Plan in accordance with the 21<sup>st</sup> November Council resolution.

The amendment (including the Subdivision Guide Plan) has been advertised for 42 days. Advertising included;

- Letters to surrounding landowners;
- Letters to relevant service authorities including Telstra, Main Roads WA, Department of Agriculture and Food, Water Corporation, Western Power, FESA, Department of Health, Department of Indigenous Affairs, Department for Housing and Works and Department of Education and Training.
- Adverts in the Narrogin Observer and The Williams.
- 2 signs on site.

During advertising, a total of 7 submissions were received comprising of 6 non objections and 1 objection. A Table of Submissions includes a summary of each submission, comments and recommendations – refer Appendix 1.

NOTE: All submissions are acknowledged and noted however the terminology of ‘Dismiss’, ‘Upheld’ or ‘Partially Upheld’ is standardly used as requested by the WA Planning Commission. If a submission is only ‘noted’ it does not make it clear to the Commission whether Council agrees or does not agree with the submission. If a submission is ‘upheld’ it means that Council agrees that the amendment should be modified as a result of the submission. If a submission is ‘dismissed’ it does not mean that Council dismisses the issues raised, however ‘dismiss’ is used when no modifications are recommended as a result of the submission.

### **Townsite Expansion Strategy**

A Townsite Expansion Strategy has been approved by the Shire and the WA Planning Commission (WAPC).

The land is included in Areas 9 and 10 on the Draft Strategy map respectively earmarked for medium to long term rural residential and residential. The Amendment is generally in accordance with the Draft Strategy.

### **Buffer to Wastewater Treatment Plant**

Future subdivision within the noise and odour buffer is dependent on decommissioning of the existing waste water treatment plant. The Water Corporation has advised in writing that it plans to build the new plant in 2009, subject to funding, environmental clearances and the like.

The buffer has been addressed as;

1. The amendment requires a Subdivision Guide Plan
2. The Subdivision Guide Plan shows staging of development and the buffer location.
3. Proposed Clause 2.23 (8) states “Notwithstanding any other provision of the Scheme or permissible density code shown on the Scheme Map, Council shall not recommend that the Western Australian Planning Commission approve any residential subdivision within any buffer of an operating or proposed wastewater treatment plant.”

### **Subdivision Guide Plan**

The applicant has submitted a Subdivision Guide Plan proposing a total of 62 lots ranging from 1056m<sup>2</sup> to 1.4 hectares. The Subdivision Guide Plan was included in the advertised amendment document.

Council has two options;

- Option 1 – Advise the WA Planning Commission that whilst Council does not wish to pre-empt final approval of Amendment 14 the Subdivision Guide Plan is supported in its current form and endorsement is sought by the WAPC.
- Option 2 – Council can separately advertise the Subdivision Guide Plan for further comment and then refer it to WAPC for endorsement.

Option 1 is recommended for the following reasons;

1. The Guide Plan formed part of the Amendment document which was comprehensively advertised. Separate advertising is not considered necessary.
2. Endorsing the Subdivision Guide Plan will expedite processing as the WAPC can consider the plan concurrently with the Amendment. Any delay by Council in dealing with the Subdivision Guide Plan may result in delays for the amendment / re-zoning.

### **Conclusion**

The amendment is generally consistent with the Townsite Expansion Strategy, and following extensive advertising only one objection was received. The amendment is supported and approval is recommended.

### **STRATEGIC IMPLICATIONS**

Townsite Expansion Strategy – Council may consider a minor modification to the Strategy as part of a future minor review to accurately define the zones in this amendment once it has been granted final approval.

### **STATUTORY REQUIREMENTS**

The statutory requirements for Amendments are controlled by the Planning and Development Act 2005 and the Town Planning Regulations 1967.

### **FINANCIAL IMPLICATIONS**

Nil.

### **POLICY IMPLICATIONS**

Nil.

### **VOTING REQUIREMENTS**

Simple Majority

**Recommendation:**  
**THAT COUNCIL:**

1. Pursuant to Section 75 of the Planning and Development Act 2005 adopt Amendment 14 to the Shire of Williams Town Planning Scheme No 2 for final approval for the purposes of;

- i. Rezoning a portion of Lot 12070 (SN 13254) Albany Highway, Williams from Rural to Residential R2 and R10; and Rural Residential.
- ii. Inserting into Part II of the Scheme, provisions relating to the Residential component of the development, as follows:

**‘2.23 RESIDENTIAL ZONE**

- (1) Council may require a Subdivision Guide Plan before recommending approval of any subdivision within this Zone having regard to the following:
  - (a) the size, scale and extent of the subdivision area and whether a guide plan is needed to achieve a good planning and design outcome;
  - (b) any significant buffers, remnant vegetation, physical constraints or significant drainage or environmental issues which need to be taken into consideration in the subdivision design;
  - (c) the need for co-ordination where multiple lots or landowners are involved;
  - (d) the need for integration and/or co-ordination with subdivisions in surrounding area or abutting Rural Residential zones;
  - (e) any relevant Townsite Expansion Strategy, Local Planning Strategy or Local Planning Policy.
- (2) Council will not require a Subdivision Guide Plan, for infill subdivision, subdivision that in the opinion of the local authority is minor, extensions of existing residential areas or where it is satisfied that a Guide Plan is not required to achieve a good design outcome and the subdivision is in the interest of orderly and proper planning.
- (3) Where a Subdivision Guide Plan is required by Council it shall show:
  - (i) the topography of the area;
  - (ii) the existing major road systems;
  - (iii) the location and width of proposed roads;
  - (iv) the approximate location of the recreation and open space areas proposed, open space to be related to creek lines, native vegetation, and other natural features;
  - (v) the anticipated population and residential densities proposed;
  - (vi) landholdings adjacent to or in the vicinity of the area the subject of the Subdivision Guide Plan;
  - (vii) the development proposed, the method of carrying out the development and the projected times of completion of each stage of development; and
  - (viii) such other information as shall be required by the Council.
- (4) If the Council resolves to support the Subdivision Guide Plan in principle it shall give notice that the Subdivision Guide Plan has been prepared and will be available for public inspection at the offices of the Council. The notice shall be published in a newspaper circulating the District, stating that submissions to the Subdivision Guide Plan may be made to the Council and shall nominate a date not being less than 14 days from the date the notice is first published before which such submissions may be made.
- (5) The Council shall consider submissions and may recommend modifications to the Subdivision Guide Plan.
- (6) The Council may decide not to proceed with the Subdivision Guide Plan or may submit the Subdivision Guide Plan so prepared to the Commission together with the submissions and request the Commission to adopt the plan submitted as the basis for approval of subdivision within the area covered by the plan.

- (7) Where a Subdivision Guide Plan is lodged concurrently with a re-zoning proposal, Council may determine that separate advertising of the Subdivision Guide Plan is not required.
- (8) Notwithstanding any other provision of the Scheme or permissible density code shown on the Scheme Map, Council shall not recommend that the Western Australian Planning Commission approve any residential subdivision within any buffer of an operating or proposed wastewater treatment plant.
- (9) Council shall consider all residential subdivision applications having regard to any relevant Townsite Expansion Strategy or Local Planning Strategy adopted by Council and endorsed by the Western Australian Planning Commission.'

iii. Inserting into Schedule 4 of the Scheme, provisions relating to the Rural Residential component of the development, as follows:

PARTICULARS OF LAND	REQUIREMENTS OF THE ZONE
Portion of Lot 12070 (SN 13254) Albany Highway, Williams	1. Subdivision shall be generally in accordance with a Subdivision Guide Plan approved by the Chief Executive Officer and endorsed by the Western Australian Planning Commission.
	2. The Subdivision Guide Plan shall show:
	<ul style="list-style-type: none"> <li>i. the buffer to the existing wastewater treatment plant with a notation that lots partially within or near the buffer may be affected by odour until such time as the plant is decommissioned;</li> <li>ii. building envelopes for lots partially within the existing wastewater treatment plant buffer which have regard to the location of vegetation;</li> <li>iii. road linkages to the north-east;</li> <li>iv. adequate turning areas for rubbish trucks;</li> <li>v. any other information required by the local authority.</li> </ul>

iv. Amending the Scheme Map, accordingly.

- 2. Endorse the Subdivision Guide Plan and forward a copy to the WA Planning Commission for their approval.
- 3. Adopt the recommendations in the Table of Submissions – Appendix 1.

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

That Council:

- 1. Pursuant to Section 75 of the Planning and Development Act 2005 adopt Amendment 14 to the Shire of Williams Town Planning Scheme No 2 for final approval for the purposes of;
  - i. Rezoning a portion of Lot 12070 (SN 13254) Albany Highway, Williams from Rural to Residential R2 and R10; and Rural Residential.
  - ii. Inserting into Part II of the Scheme, provisions relating to the Residential component of the development, as follows:

#### **‘2.23 RESIDENTIAL ZONE**

- (1) Council may require a Subdivision Guide Plan before recommending approval of any subdivision within this Zone having regard to the following:
  - (a) the size, scale and extent of the subdivision area and whether a guide plan is needed to achieve a good planning and design outcome;

- (b) any significant buffers, remnant vegetation, physical constraints or significant drainage or environmental issues which need to be taken into consideration in the subdivision design;
  - (c) the need for co-ordination where multiple lots or landowners are involved;
  - (d) the need for integration and/or co-ordination with subdivisions in surrounding area or abutting Rural Residential zones;
  - (e) any relevant Townsite Expansion Strategy, Local Planning Strategy or Local Planning Policy.
- (2) Council will not require a Subdivision Guide Plan, for infill subdivision, subdivision that in the opinion of the local authority is minor, extensions of existing residential areas or where it is satisfied that a Guide Plan is not required to achieve a good design outcome and the subdivision is in the interest of orderly and proper planning.
- (3) Where a Subdivision Guide Plan is required by Council it shall show:
- (i) the topography of the area;
  - (ii) the existing major road systems;
  - (iii) the location and width of proposed roads;
  - (iv) the approximate location of the recreation and open space areas proposed, open space to be related to creek lines, native vegetation, and other natural features;
  - (v) the anticipated population and residential densities proposed;
  - (vi) landholdings adjacent to or in the vicinity of the area the subject of the Subdivision Guide Plan;
  - (vii) the development proposed, the method of carrying out the development and the projected times of completion of each stage of development; and
  - (viii) such other information as shall be required by the Council.
- (4) If the Council resolves to support the Subdivision Guide Plan in principle it shall give notice that the Subdivision Guide Plan has been prepared and will be available for public inspection at the offices of the Council. The notice shall be published in a newspaper circulating the District, stating that submissions to the Subdivision Guide Plan may be made to the Council and shall nominate a date not being less than 14 days from the date the notice is first published before which such submissions may be made.
- (5) The Council shall consider submissions and may recommend modifications to the Subdivision Guide Plan.
- (6) The Council may decide not to proceed with the Subdivision Guide Plan or may submit the Subdivision Guide Plan so prepared to the Commission together with the submissions and request the Commission to adopt the plan submitted as the basis for approval of subdivision within the area covered by the plan.
- (7) Where a Subdivision Guide Plan is lodged concurrently with a re-zoning proposal, Council may determine that separate advertising of the Subdivision Guide Plan is not required.
- (8) Notwithstanding any other provision of the Scheme or permissible density code shown on the Scheme Map, Council shall not recommend that the Western Australian Planning Commission approve any residential subdivision within any buffer of an operating or proposed wastewater treatment plant.
- (9) Council shall consider all residential subdivision applications having regard to any relevant Townsite Expansion Strategy or Local Planning Strategy adopted by Council and endorsed by the Western Australian Planning Commission.'

iii. Inserting into Schedule 4 of the Scheme, provisions relating to the Rural Residential component of the development, as follows:

PARTICULARS OF LAND	REQUIREMENTS OF THE ZONE
Portion of Lot 12070 (SN 13254) Albany Highway, Williams	3. Subdivision shall be generally in accordance with a Subdivision Guide Plan approved by the Chief Executive Officer and endorsed by the Western

	<p>Australian Planning Commission.</p> <p>4. The Subdivision Guide Plan shall show:</p> <ul style="list-style-type: none"> <li>vi. the buffer to the existing wastewater treatment plant with a notation that lots partially within or near the buffer may be affected by odour until such time as the plant is decommissioned;</li> <li>vii. building envelopes for lots partially within the existing wastewater treatment plant buffer which have regard to the location of vegetation;</li> <li>viii. road linkages to the north-east;</li> <li>ix. adequate turning areas for rubbish trucks;</li> <li>x. any other information required by the local authority.</li> </ul>
--	--

iv. Amending the Scheme Map, accordingly.

2. Endorse the Subdivision Guide Plan and forward a copy to the WA Planning Commission for their approval.
3. Adopt the recommendations in the Table of Submissions – Appendix 1.
4. Express concern with the safety aspect of the Old Soldiers Road/Pinjarra Williams Road intersection.

**Carried 8/0**  
**Resolution 287/08**

<b>Report Reference:</b>	<b>8.1.2</b>
<b>Subject:</b>	<b>Adoption of Plan for the Future (enclosed with Agenda)</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 6 <sup>th</sup> June 2008

**Background:**

At the special meeting held on 26 May 2008, Council made various amendments to the Draft Plan for the Future, which has now been modified accordingly. Council is required to adopt the Plan for the Future (2008/2009 – 2012/2013) and advertise its adoption in a local newspaper.

**Recommendation:**

*That the Plan for the Future for the period 2008/2009 – 2012/2013 be adopted.*

**Earnshaw/Johnstone**

*That the Plan for the Future for the period 2008/2009 – 2012/2013 be adopted.*

**Carried 8/0**  
**Resolution 288/08**

<b>Report Reference:</b>	<b>8.1.3</b>
<b>Subject:</b>	<b>Main Roads – Williams River and Coalling Brook Bridge Replacement Project (see Appendix 2)</b>
<b>File Reference:</b>	12.15.33
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	V. Epiro 6 <sup>th</sup> June 2008



**Background:**

Main Roads have now distributed a Community Workshop Report on the Bridge Replacement Project (see appendix) and are now moving to the next phase of the project which is the formation of a reference group. The Project Reference Group will comprise the following:

Main Roads personnel	3
Shire of Williams Councillor	1
Shire of Williams CEO	1
Williams Community Representatives	2

Applications will soon be invited for the two (2) Community Representatives and Council needs to appoint a Councillor Representative. Once the Reference Group has been formed, they will need to agree on the preferred option, which will be put to Council for endorsement.

**Recommendation:**

*That Council appoint a Councillor representative for the Bridges Project Reference Group.*

**Stone/Medlen**

That Cr Johnstone be nominated as Council representative on the Bridges Project Reference Group.

**Carried 8/0  
Resolution 289/08**

<b>Report Reference:</b>	<b>8.1.4</b>
<b>Subject:</b>	<b>Great Southern District Police Office - Visit</b>
<b>File Reference:</b>	5.30.1
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	V. Epiro 6 <sup>th</sup> June 2008

**Background:**

Ross Tomasini (District Superintendent) Great Southern District Police Office has written offering to address Council on Police matters in a specific or general way. Whilst I am not aware of any specific law and order issues in relation to the Williams District, it would be of mutual benefit if Council accepted the offer from Mr Tomasini or one of his senior management team to address Council in general terms.

**Recommendation:**

*That Council accept the District Superintendent's offer to attend a Council meeting.*

**Prowse/Carne**

That the District Superintendent be invited to attend the August Council meeting.

**Carried 8/0  
Resolution 290/08**

<b>Report Reference:</b>	<b>8.1.5</b>
<b>Subject:</b>	<b>Main Roads (Wheatbelt South) – Brooking Street Speed Limit.</b>
<b>File Reference:</b>	12.15.37
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	V. Epiro 6 <sup>th</sup> June 2008

**Background:**

At the meeting held on 21 May 2008, Council resolved to apply to Main Roads for imposition of a 40km/h speed limit between Rosselloty Street and Albany Highway on Brooking Street. Main Roads have concerns with the proposal as outlined in their letter as follows:

*“Main Roads appreciates Council's concerns with the current speed limit on Brooking Street but in this instance reduction of the speed limit to 40km/hr is not supported. Our experience has shown that most*

*motorists drive at a speed that they consider to be appropriate for the road environment, regardless of the posted speed limit. Methods including introduction of physical traffic calming devices and police enforcement are considered to be more effective in slowing traffic.*

*Main Roads have carried out a site investigation and suggest implementing coloured asphalt and line marking in the Police Station vicinity, with the addition of two nibs near the entrance of Rosselloty Street. This low cost treatment will assist in creating a low speed environment to physically regulate vehicle speeds.*

*If Council were to accede to this request, Main Roads will review the speed limit at this particular location."*

Council needs to consider the Main Roads recommendation and determine what course of action to take.

**Recommendation:**

*That Council consider the Main Roads recommendation of nibs near Rosselloty Street and line markings.*

**Prowse/Medlen**

That the Main Roads WA District Manager be invited to the August Council meeting to discuss the recommendations.

**Carried 8/0  
Resolution 291/08**

<b>Report Reference:</b>	<b>8.1.6</b>
<b>Subject:</b>	<b>Wheatbelt ACC – Roadway Road and Driver Safety Programme for Young People</b>
<b>File Reference:</b>	12.60.05
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	V. Epiro 6 <sup>th</sup> June 2008

**Background:**

Some 12 months ago I agreed to Williams being included in a submission for funding to provide a Roadway Road and Driver Safety Programme for Young People (high school). Advice has now been received that Williams is one of ten rural councils selected for the programme which is due to commence in July 2008.

Council has to provide a venue and equipment usage and some staff assistance for promotion etc.

**Recommendation:**

*For Council information.*

<b>Report Reference:</b>	<b>8.1.7</b>
<b>Subject:</b>	<b>Shire of Boddington – Quindanning Planning Policy (See Appendix 3)</b>
<b>File Reference:</b>	14.25.26
<b>Statutory Reference:</b>	<i>Town Planning &amp; Development Act 1928</i>
<b>Author &amp; Date:</b>	V. Epiro 6 <sup>th</sup> June 2008

**Background:**

The Shire of Boddington have adopted a future directive for future planning in the Quindanning area which is along the lines of the stance adopted by the Williams Council. There is no need to take any further action with this issue at present; however Council should refer to the Shire of Boddington policy in any future review of the Williams Town Planning Scheme No 2.

**Recommendation:**

*That the information be noted.*

<b>Report Reference:</b>	<b>8.1.8</b>
<b>Subject:</b>	<b>Recreation Ground Signage – Sign (See Appendix 4)</b>
<b>File Reference:</b>	11.30.50
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	V. Epiro 9 <sup>th</sup> June 2008

**Background:**

At the April 2008 meeting Council resolved to place a sign at the corner of the Albany Highway and Pinjarra-Williams Road subject to Main Roads' approval which is only required if the sign is placed on the road reserve. In the appendix is a proto-type of the sign which it is suggested should be placed in the Lions Park just off the road reserve.

It is also suggested that a sign with "Bowling Club Entrance – 200 metres" be placed at the Millbrook Place entrance to direct visitors to the Bowling Clubhouse. Council endorsement is required for the sign and location.

**Recommendation:**

*That the Recreation Ground sign design and locality be approved.*

**Carne/Medlen**

That a Recreation Ground sign as follows be approved:

**WILLIAMS RECREATION GROUND**

**FOOTBALL  
CRICKET  
HOCKEY  
BOWLS  
TENNIS  
TROTting  
CAMPDRAFT  
STUD BREEDERS**

**➡ ENTRANCE 250m**

**Carried  
Resolution 292/08**

<b>Report Reference:</b>	<b>8.1.9</b>
<b>Subject:</b>	<b>Recycling Shed – Williams Refuse Site</b>
<b>File Reference:</b>	10.10.40
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	V. Epiro 9 <sup>th</sup> June 2008

**Background:**

Following Council's decision to include the construction of a recycling shed in the Plan for the Future, I asked Trevor Palframan to investigate a suitable shed in regards to cost and availability.

Quotes were obtained from Highline, Stratco and Wide Span Sheds (Queensland based – Metroof Bunbury WA agent). Wide Span Sheds made a special offer of a 12m x 7m shed for a total cost of \$5,229 (inc. GST) on the basis of 50% (\$2,614.50) deposit being made prior to 3 June 2008 (a price rise of 11%

was effective after). A fax was forwarded to all Councillors regarding the above for which Council endorsement would be appreciated.

**Recommendation:**

*That Council endorse the purchase of a 12m x 7m steel constructed shed from Wide-Span Sheds for a total cost of \$5,229 and that the purchase be funded from the budget allocation for the dual use footpath.*

**Prowse/Medlen**

That Council endorse the purchase of a 12m x 7m steel constructed shed from Wide-Span Sheds for a total cost of \$5,229 and that the purchase be funded from the budget allocation for the dual use footpath.

**Carried 8/0  
Resolution 293/08**

<b>Report Reference:</b>	<b>8.1.10</b>
<b>Subject:</b>	<b>Ms DM Schaper (Ornatrix) – Paving of footpath junction of Albany Highway and New Street</b>
<b>File Reference:</b>	10.20.70
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	V. Epiro 9 <sup>th</sup> June 2008

**Background:**

Donna Schaper (Proprietor Ornatrix Hairdressing) is requesting paving of the footpath area from Albany Highway to the entrance to her garage (an area of approximately 70 m<sup>2</sup>). In her letter she states that most of her clients park in New Street and walk over the footpath to access the hairdressing salon which results in sand/dirt being carried into the premises. She further states that expensive renovations have been carried out to the building and that she intends to place a new fence on her New Street boundary which would be enhanced with the paving.

Paving of the area would cost an estimated \$3,000 and could be done under Council's Townscape Program in the 2008/2009 budget year.

**Recommendation:**

*That paving of the footpath between the Albany Highway and New Street be included in the 2008/2009 Townscape Program.*

**Stone/Earnshaw**

That paving of the footpath between the Albany Highway and New Street be included in the 2008/2009 Townscape Program.

**Carried 8/0  
Resolution 294/08**

<b>Report Reference:</b>	<b>8.1.11</b>
<b>Subject:</b>	<b>Appointment of Chief Executive Officer</b>
<b>File Reference:</b>	4.20.15
<b>Statutory Reference:</b>	Section 5.36 of the <i>Local Government Act 1995</i>
<b>Author &amp; Date:</b>	V. Epiro 10 <sup>th</sup> June 2008

**Background:**

As Council should be aware the appointment of a Chief Executive Officer is a very prescriptive process (refer to Local Government Operational Guidelines No 10 and sample application package distributed to Councillors recently). Prior to advertising the position Council will need to develop an application package comprising details relating to the Williams Shire, position description, remuneration details and other relevant information.

It is also suggested that Council appoint a committee of say three councillors to oversee the advertising, interview and selection of the successful applicant.

***Recommendation:***

*That Council appoint a committee to oversee the appointment of a Chief Executive Officer.*

***Prowse/Johnstone***

That Councillors Cowcher, Stone and Cavanagh be appointed to develop an application package for presentation to Council and oversee the appointment of a Chief Executive Officer.

**Carried 8/0  
Resolution 295/08**

Cr Stone left the meeting at 2.45pm

**Afternoon Tea**

**Council adjourned for afternoon tea at 2.45pm and resumed the meeting at 3.25pm**

During the afternoon tea break Council inspected the new town banner prepared, designed and painted by the Williams Primary School students.

Works Supervisor Tony Kett attended the meeting at 3.25pm to discuss his report.

**8.3 WORKS SUPERVISOR'S REPORT**

**Maintenance Grading**

Narrakine Rd, Glenfield Rd, Petchell Rd, Fawcett Rd, Graham Rd, Gull Rd, Hurley Rd, Richmond, Gillett Rd, Nash Rd, Medlen Rd, Wangelling Gully Rd, Deep Dene Rd.

**Maintenance Works**

Tree clearing for vision on Zilko Rd, Dardadine Rd, Forrest St, Lavender St, Clayton Rd,  
Repair clay section of road with gravel on Glenfield Rd,  
Tree mulching Wangelling Gully Rd,  
Repair wash-out Waldock Rd.

**Construction**

Ongoing construction on Narrakine Rd.

**Mechanical Report**

Serviced: Multi tyre roller, Vibe roller, Prime mover, Honda motorbike, Canter, Dual cab ute WL 842,  
Single cab ute WL 826  
Replaced seals on 2 rams JCB loader rake  
Isuzu truck WL 093 to Jem Trucks for clutch repair in Wagin.

**Private Works**

Hire 2 x 6-wheel trucks to DPM Contracting,  
2 loads of water to S Hyde,  
Removed abandoned vehicle for SRS Albany Highway

**Traffic Counts**

Vehicles per week:

Kennedy Rd	44
Zilko Rd	203
Marling Rd	104
Curteis Rd	150

***Medlen/Prowse***

That the Works Supervisor's Report be received.

**Carried 7/0  
Resolution 296/08**

Mr Kett left the meeting at 3.35pm

Environmental Health Officer/Building Surveyor Steve Friend attended the meeting at 3.35pm to discuss his report.

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

##### **Building Permits**

#214 P & D Cann      Lot 111 Richmond St      Colorbond wall, zinc roof shed

Building inspections ongoing at premises issued with building permits.

##### **Environmental Health Inspections**

Caltex Roadhouse – several ongoing issues that Caltex and management need to resolve

Williams General Store – issues with a leaking roof, management and owners aware of the need to correct the situation

##### **Illegal Installation of a Septic System**

A septic system was installed in Richmond Street without first receiving approval. It was brought to my notice because it was not working effectively after less than 6 months operation. The situation has been resolved with the appropriate application form and fee being submitted.

##### **Transportable Dwellings Policy**

At the request of Council I submitted the basis of a policy on new transportable dwelling in the May ordinary meeting. I will attend the June Council meeting to expand / answer questions on this matter.

##### **Delegation to Approve Building Applications**

NAME OF APPLICANT:      Principal Environmental Health Officer

FILE REFERENCE:      13.34.20

DISCLOSURE OF INTEREST:

N/A

DATE OF REPORT:      4 June 2008

AUTHOR:      Steve Friend

SIGNATURE OF AUTHOR:



SENIOR OFFICER:      Jim Epiro

##### **SUMMARY:**

An item to delegate authority to approve building applications.

##### **BACKGROUND:**

Building control within a local authority is governed by the Local Government Act and the Miscellaneous Provisions of the Act.

Amendments to the Miscellaneous Provisions and associated Regulations will be proclaimed shortly and will become effective on the 1<sup>st</sup> July 2008.

The changes to the Act include approval of buildings built without first obtaining a building license and delegation to approve building applications.

The Miscellaneous Provisions will change the way a local authority can employ a Building Surveyor (B/S). The Act is going to align the qualifications of a B/S with the rest of Australia.

Essentially there will be two levels of building surveyor, a level 1 which will be able to approve any size or type of building and a level 2 which will be able to approve buildings up to 2000 square metres and three stories high.

The qualifications necessary to fit a level 1 or 2 are not readily available in WA. The Department of Housing and Works, who administers the Act, has, after much consultation, agreed that those existing building surveyors can apply for a level 1 or 2 through a “recognition of prior learning” process. Those currently employed at a local government can continue to work in that position however without either a level 1 or 2 cannot transfer to another local authority after July 1<sup>st</sup>.

**COMMENT:**

In the short term, to enable the existing building surveyor to continue in this Shire, it is important that the delegations are correct. If, after June 30, a building surveyor is not empowered to approve building applications (delegated authority), it could happen that my employment will cease.

It is therefore imperative that the authority to approve building applications on behalf of the Shire of Williams be delegated to the Principal Environmental Health Officer/Building Surveyor.

**CONSULTATION:**

Department of Housing and Works

**STATUTORY ENVIRONMENT:**

Local Government Act (Miscellaneous Provisions)

**POLICY IMPLICATIONS: N/A**

**FINANCIAL IMPLICATIONS: N/A**

**STRATEGIC IMPLICATIONS:**

If the delegations are not in place prior to the end of this financial year (June 30) Council may find that my employment with this Shire will cease and Council will have to try to obtain someone else or send plans and specifications for approval to another Shire.

**VOTING REQUIREMENTS:**

Simple majority

**RECOMMENDATION:**

That Council delegates its authority and power to approve /refuse plans and specifications of building applications received to the Principal Environmental Health Officer/Building Surveyor, Steve Friend.

***Cavanagh/Medlen***

That Council delegates its authority and power to approve /refuse plans and specifications of building applications received to the Principal Environmental Health Officer/Building Surveyor, Steve Friend.

**Carried 7/0  
Resolution 297/08**

Cr Prowse left the meeting at 4.05pm

#### **8.4 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR'S LATE ITEMS**

##### **Development Application**

The owners of lot 320 Williams Road, Williams have applied to erect a fibro clad, Colorbond roof dwelling on the lot. Plans of the dwelling will be presented at the meeting.

Lot 320 Williams Road is in an area zoned Rural Residential in the Shire of Williams Town Planning Scheme (TPS) and as such requires development approval as well as a building license. As will be seen from the plans and elevations the house is substantial in area (368m<sup>2</sup>) and will fit in with houses already erected in that area.

##### ***Recommendation:***

That the owners of lot 320 Williams Road, Williams be permitted to erect a fibro and Colorbond dwelling as per the plans submitted, subject to the issue of a building permit.

##### ***Carne/Earnshaw:***

That the owners of lot 320 Williams Road, Williams be permitted to erect a fibro and Colorbond dwelling as per the plans submitted, subject to the issue of a building permit.

**Carried 6/0  
Resolution 298/08**

##### **Two Houses on One Lot**

An application has been received to erect a dwelling on lot 5 Yarrabin Road, Williams. The dwelling will be brick veneer with a steel roof. The house will be occupied by the owners' son who will assist with the management of the property which is 1851ha in area.

The Shire of Williams Town Planning Scheme (TPS) lists 2 or more houses on a lot as "grouped dwellings" and in the Rural zoned land, has an AA use. This means that the development cannot proceed without the approval of Council. In this particular case the property is one single title of 1851ha (approx. 4,500 ac) and the dwelling is to be used by a son who will assist with the management of the farm. It would not be inappropriate to approve this application due to the circumstances mentioned.

##### ***Recommendation:***

That the owner of lot 5 Yarrabin Road, Williams be permitted to erect a second dwelling on the property, subject to the issue of a building permit.

##### ***Cavanagh/Johnston***

That the owner of lot 5 Yarrabin Road, Williams be permitted to erect a second dwelling on the property, subject to the issue of a building permit.

**Carried 6/0  
Resolution 299/08**

##### **Relocatable Dwellings Policy – Adoption**

At the April 2008 Council meeting a policy on relocatable dwellings was put up for consideration. The policy contained provisions that would ensure the relocatable dwelling would be structurally sound, would be visually acceptable and would have a mechanism to ensure any requested work was completed. The policy was acceptable to Council and was advertised locally inviting submissions. None were received.

Council now needs to decide whether it wishes to adopt the policy as advertised or amend it and advertise again inviting submissions.



***Recommendation:***

That Council formally adopt the Policy on Relocatable Dwellings, as advertised, and includes a refundable bond of \$5,000 in Council's fees and charges to ensure all conditions of planning approval are complied with.

***Johnston/Medlen***

That Council formally adopt the Policy on Relocatable Dwellings, as advertised, and includes a refundable bond of \$5,000 in Council's fees and charges to ensure all conditions of planning approval are complied with.

**Carried 6/0  
Resolution 300/08**

***Prowse/Johnstone***

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

**Carried 7/0  
Resolution 301/08**

Council discussed the establishment of low cost accommodation home units within the residential zone. Control measures are to be discussed with Planning Consultants Gray & Lewis.

Mr Friend left the meeting at 4.15pm.

<b>Report Reference:</b>	<b>8.1.12</b>
<b>Subject:</b>	<b>Shire of Boddington – Contribution towards Doctor Vehicle</b>
<b>File Reference:</b>	7.70.41
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	V. Epiro 10 <sup>th</sup> June 2008

***Background:***

The Shire of Boddington is seeking a contribution towards the capital cost of the vehicle provided to Dr Erasmus. Dr Erasmus currently services Williams one day per week in a Holden Calais sedan purchased in December 2007 for \$40,370 plus GST.

Boddington Council is seeking one fifth of the capital cost which is \$8,074 plus GST as Dr Erasmus is responsible for the maintenance and running costs of the vehicle. Changeover of the vehicle is budgeted for 2008/2009 (changeover occurs at 20,000kms) when Williams would be expected to contribute one fifth of changeover price (\$4,000 - \$5,000).

Should Dr Erasmus cease visiting Williams or times change then adjustments would have to be made accordingly.

***Recommendation:***

*That Council consider including a contribution of \$8,075 (plus GST) towards the capital cost of the Doctors vehicle in the 2008/2009 budget.*

***Cavanagh/Medlen***

That Council include a contribution of \$8,075 (plus GST) towards the capital cost of the Doctors vehicle in the 2008/2009 budget.

**Carried 6/0  
Resolution 302/08**

***Carne/Earnshaw***

That Council write to Country Health WA Wheatbelt Division expressing concern regarding the current operation and lack of resources for the Williams Medical Centre.

**Carried 6/0  
Resolution 303/08**

<b>Report Reference:</b>	<b>8.1.13</b>
<b>Subject:</b>	<b>FESA – ESL Grants 2008/2009</b>
<b>File Reference:</b>	5.10.55
<b>Statutory Reference:</b>	Section 36Y of the <i>Fire and Emergency Services Authority (FESA) of Western Australia Act 1998</i>
<b>Author &amp; Date:</b>	V. Epiro 11 <sup>th</sup> June 2008

**Background:**

FESA have advised that Williams will receive an operational grant of \$23,040 for 2008/2009, which is an increase of \$4,340 or 23% over the amount received in 2007/2008.

Council's application for a capital grant for a rural tanker and 2 bay shed was again unsuccessful because and I quote: "additional fleet is not endorsed at this time due to the funds available against other state resources".

Last year Council appealed to the minister with MLA Terry Waldron's support to no avail.

**Recommendation:**

*That the information be noted.*

Cr Prowse returned to the meeting at 4.35pm

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

***Carne/Johnstone***

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

**Carried 7/0  
Resolution 304/08**

<b>Report Ref:</b>	<b>8.1.14</b>
<b>Subject:</b>	<b>George Warren – Comments on Council Operation (Copy of letter tabled)</b>
<b>File Reference:</b>	4.1.65
<b>Statutory Ref:</b>	N/A
<b>Author &amp; Date:</b>	V. Epiro 18 <sup>th</sup> June 2008

**Background:**

Mr Warren has written expressing his opinion on various aspects of Council's operations/administration.

**Recommendation:**

For Council's consideration.

***Carne/Johnstone***

That Mr Warren's correspondence be received and acknowledged.

**Carried 7/0  
Resolution 305/08**

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

**8.2.1 ACCOUNTS FOR PAYMENT**

That Municipal Fund cheques 101579 to 101594 and direct debits totalling \$196,256.91 and Trust cheques 1093 to 1094 totalling \$760.00 approved for payment by the Chief Executive Officer be

endorsed and the Municipal Fund cheques 101595 to 101641 totalling \$43,700.96 be approved for payment.

**Carried 8/0  
Resolution 306/08**

**8.2.2 FINANCIAL STATEMENTS**

That the financial statements presented for the period ending 31 May 2008 be received.

**Carried 8/0  
Resolution 307/08**

**8.5 COUNCILLORS**

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

Nil

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

**10.1 ELECTED MEMBERS**

**10.2 STAFF**

Nil

**11.0 INFORMATION SESSION**

**12.0 MEETING CLOSURE**

There being no further business for discussion the President declared the meeting closed at 5.00pm