

Minutes

ORDINARY MEETING OF COUNCIL
17 APRIL 2013
COUNCIL CHAMBERS
WICKEPIN



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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 17 April 2013**

The President declared the meeting open at 3.30pm.

3.30pm – MWS Peter Vlahov entered the Chambers.

1. Attendance, Apologies and Leave of Absence (Previously Approved)

Shire President	Cr SJ Martin
Deputy Shire President	Cr JA Russell
Councillors	Cr DJ Astbury
	Cr FA Allan
	Cr AG Lansdell
	Cr KL Coxon
	Cr RE Easton
	Cr GCL Hinkley
Chief Executive Officer	Mr MJ Hook
Executive Support Officer	Miss LG Pearson

Leave of Absence (Previously Approved)

Apologies

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

5. Declarations of Councillor's and Officer's Interest

Item	Item Title	Councillor/Officer	Interest	Reason
10.2.04	EHO/Building Surveyor's Report	Cr GCL Hinkley	Impartiality	Applicants for building licence stated in report.
10.2.08	Wickepin Football Club BBQ	ESO Leah Pearson	Impartiality	Secretary of the Wickepin Football Club.

6. Confirmation of Minutes – Ordinary Meeting of Council – 20 March 2013

Resolution No 170413-01

Moved Cr Allan / Seconded Cr Russell

That the minutes of the Ordinary Council meeting held on Wednesday 20 March 2013 be confirmed as a true and correct record.

Carried 8/0

7. Receival of Minutes

Receival of Minutes

7.1 Townscape & Cultural Planning Committee Meeting

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Leah Pearson, Executive Support Officer
File Reference:	206
Author:	Leah Pearson, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	10 April 2013

Enclosure / Attachment:

Minutes of the Townscape & Cultural Planning Committee Meeting held on Wednesday 10 April 2013.

Background:

The Townscape & Cultural Planning Committee Meeting was held on Wednesday 10 April 2013.

Comment:

Section 5.22 of the Local Government Act 1995 provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Statutory Environment:

Section 5.22 of the Local Government Act 1995

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the minutes of Townscape & Cultural Planning Committee Meeting held on Wednesday 10 April 2013 be received.

Voting Requirements: Simple majority.

Resolution No 170413-02

Moved Cr Astbury / Seconded Cr Lansdell

That the minutes of Townscape & Cultural Planning Committee Meeting held on Wednesday 10 April 2013 be received.

Carried 8/0

Receival of Minutes

7.2 Lifestyle Retirement Committee

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Leah Pearson, Executive Support Officer
File Reference:	
Author:	Leah Pearson, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	11 April 2013

Enclosure / Attachment:

Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 10 April 2013.

Background:

The Lifestyle Retirement Committee Meeting was held on Wednesday 10 April 2013.

Comment:

Section 5.22 of the Local Government Act 1995 provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Statutory Environment:

Section 5.22 of the Local Government Act 1995 provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Recommendation:

That the Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 10 April 2013 be received.

Voting Requirements: Simple majority.

Resolution No 170413-03

Moved Cr Russell / Seconded Cr Coxon

That the Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 10 April 2013 be received.

Carried 8/0

8. Status Report

Item	Subject/Action	Officer/ File	Progress	Status	Comment
318-171012-11	Wagin Regional Waste Group - 2011-2012 budget	CEO	That the President and Chief Executive Officer signs the amended MOU for the Regional Waste Group as outlined in the minutes of Octobers Council Meeting Resolution No. 171012-011.	○	Still waiting for amended MOU for signing.
341-200213-08	Glyphosate Resistance on Road Reserves	CEO	1. That WALGA inform all Councils of the situation with Glyphosate resistance on road reserves and to request each Council to formulate its own program of spraying techniques to reduce Glyphosate resistance weeds on Local and Main Roads and all other Reserve. 2. That WALGA assist local governments in developing appropriate plans against Ryegrass Resistance to Glyphosate.	✓	Information passed onto WALGA for action.
342-202313-14	DEMC Un-Defendable Areas	CEO	That the Shire of Wickepin inform the Chair of the Great Southern District Emergency Management that there are no areas in the Shire of Wickepin that could not be defended against natural disasters such as flood or fire.	✓	Letter forwarded.
343-200213-15	Local Government Nominations Development Assessment Panels	CEO	That Council nominate the following Councillors to the Wheatbelt Joint Development Assessment Panel for the Shire of Wickepin. Cr Allan Lansdell (Member) Cr Ross Easton (Member) Cr Julie Russell (Alternate Member) Cr Gerri Hinkley (Alternate Member)	○	Sent nomination reply form 27/02/2013 – waiting on Councillor CV's.
345-200213-17	Wheatbelt South SBC - Donation	CEO	That Council donate \$200 to the Wheatbelt South Small Business Centre for its contribution towards the "Regional Local Government Authority Award" for the Wheatbelt South Small Business Awards with the Narrogin Chamber of Commerce.	✓	Donation paid on 06/03/2013.
347-200213-19	Great Southern Fuels – Wickepin 24Hour Fuel Facility Agreement	CEO	That Council sign the attached Great Southern Fuels Agreement for a period of ten years for the management of the 24 Hour Wickepin Fuel Facility with an Amendment to allow for a review due to the unknown power usage.	✓	Signed and sent.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
350-200313-06	Technical Services Committee Meeting Recommendations	CEO	That Council pass the following recommendations; 1. That Cr Russell be appointed as the Chairperson for the Technical Services Committee for 2013. 2. That the 2012-2018 Road Program Report be received. 3. That the Technical Services Committee Recommends to Council that Council accept the quote from HINO for a new HINO 500 Series 1628 Medium Six with the 9 speed option and trade WK1915 at a change over price of \$87,704 GST exclusive utilising the WALGA preferred supplier purchasing system. Council notes that the quote for the HINO is over budget and requests that the CEO inform the Council of where the additional funds, over the budgeted amount, to purchase the truck will be found.	✓	CEO advised Councillors by email. HINO truck ordered.
351-200313-11	Peter & Janet Vlahov - Lease of Land	CEO	Council requests the CEO to put forward an agenda item at the next Ordinary Meeting of Council to discuss leasing of part or whole of the English Land and outline a development plan.	○	Agenda item being prepared.
352-200313-12	Wickepin Community Resource Centre Sponsorship	CEO	That Council advises the Wickepin Community Resource Centre that Council is able to commit \$500 as sponsorship to the Wickepin Ball being held on 20 July 2013 and all other sponsorship will be in the way of in-kind work helping setting up the venue etc.	✓	Letter to Wickepin Community Resource Centre sent on 22/03/2013.
353-200313-13	Railway Land Lease 2013	CEO	Council authorise the CEO to negotiate a variation to the existing lease (L2663) for peppercorn rental to include: 1. The fenced compound immediately east of the Wickepin Railway Station store old farm machinery as part of the heritage precinct. 2. Railway Station building. 3. Additional land as illustrated on the map attached. 4. A maximum of \$1000 be allocated for the fees associated with varying the existing lease agreement.	○	Lease being negotiated.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
354-200312-14	Governance, Audit and Community Services Committee Meeting Recommendations	CEO	That Council pass the following recommendations; 1. That Cr Astbury be appointed as the Chairperson for the Governance, Audit and Community Services Committee for 2013. 2. That the 2013/2014 Fees and Charges with the amended changes be entered into the 2013/2014 Budget Deliberations. 3. That council adopts the Compliance Audit Return for the year 1 January 2012 to 31 December 2012 at its Ordinary Meeting of Council on 20 March 2013 and forward the CAR to the Executive Director of the Department of Local Government by the due date 31 March 2013.	✓	Compliance Audit Return sent to Department of Local Government 28/03/2013. Fees and charges have been amended.

If not noted, please insert numbers of items once attended to and return sheet to CEO.

○ = in progress ✓ = completed ✕ =superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

Infrastructure and Engineering Services

10.1.01 – Manager Works and Services Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Peter Vlahov, Manager Works & Services
File Reference:	2610
Author:	Peter Vlahov, Manager Works & Services
Disclosure of any Interest:	Nil
Date of Report:	10 April 2013

Enclosure / Attachment: MWS Works Register 2013

Background: Monthly report submitted from Manager of Works & Services, Mr Peter Vlahov.

Comment: Not applicable.

Programmed Construction Works

- Wickepin-North Road - Widening of the gravel shoulders has commenced. All culvert works have been completed.
- Avery Corner - The programmed tree removal has been completed. Surface correction and minor realignment will be completed during May 2013.
- Wickepin Fuel Facility - Concrete pads have been completed. Bowsers have been installed. Earth works and asphalt has been completed. All electrical infrastructures have been installed. A special vented and insulated shed has also been constructed over the control facility. Fencing and final connection of the mains electricity is expected to be completed during the next two weeks. The swipe card facility will be connected by Telstra as soon as possible.

Maintenance Works

- Yealering Cemetery Upgrade - This project has now been completed.
- Yealering Bike Track - The track and fence has been completed.
- Maintenance Grading of unsealed roads is ongoing.
- Temporary repairs have been completed at a pot hole situated on a curve on the Wickepin-Pingelly Road.
- Some pruning and grading has been completed along Lilleystone Road and Peter Road.

Occupational Health and Safety

There have been no incidents to report.

Workshop

- General ongoing servicing.
- Transmission repairs have been carried out on the Isuzu six wheel tipper truck. These repairs have been covered by warranty.

Parks and Gardens

- Sand spreading on the Wickepin Sports Oval.
- General gardening at Yealering and Wickepin.
- Tidy Harrismith caravan park units and remove trees from leach drains.
- Line mark and prepare the Football and Hockey Fields at Wickepin.
- Prepare the War Memorial for Anzac Day service.

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary: Not applicable.

Recommendation:

That council notes the report from the Manager of Works and Services dated 10 April 2013.

Voting Requirements: Simple majority

Resolution No 170413-04

Moved Cr Astbury / Seconded Cr Coxon

That council notes the report from the Manager of Works and Services dated 10 April 2013.

Carried 8/0

The President and CEO thanked the outside works staff for their work on the Yealering Cemetery Upgrade.

3.43pm – MWS Peter Vlahov departed the Chambers.

MWS Work Register - 2013

	Date of Request	Area	Action Requested	Requested by	Completed Y/N	Date Completed	Notes
2012	4/07/12	Wickepin	The gravel sheeting on Watts Road.	Technical Services Committee	○		Clearing and earthworks completed. Gravel sheeting has been sourced. To be done next winter.
	4/07/12	Harrismith	Drainage in Harrismith footpath area. New drainage to be placed behind kirb.	Technical Services Committee	○		Part of the summer works program. Footpath finished, drainage to be completed by March.
	April 2013	Wickepin	Arts and Craft - Building to receive a clean up for Art Trail event in May. Cobwebs, help hanging artwork, large cracks in walls need patching.	Natalie Manton	○		Will be completed April/May.
	20/08/12	Wickepin	Fuel Depot	Pete Vlahov	○		Earthworks and hot mix is complete. Electrical installations are complete.
	20/08/12	All	Refuse Sites Signage	Pete Vlahov	○		Ordered signage. Signs received. Being installed.
January	3/10/12	Wickepin	Exit Light on footy oval side of community centre.	Felicity Astbury	○		To be checked by Allan Ramsay.
	31/01/13	Harrismith	Drive Trail sign by Railway crossing has been knocked down - needs putting up in a different spot. Arrows have also been knocked down.	Sue Astbury	○		Will be completed by mid March.
February	31/01/13	Harrismith	Murray Road sign needs replacing.	Julie Murray	○		Signs ordered.
	08/02/13	Wickepin	Yarling Brook sign reads wrong - needs replacing.	Helen Sands	○		Main Roads have been notified.
	13/02/2013	Harrismith	Harrismith footpath needs attention.	Townscape Committee	○		Pete to complete.
March	13/02/2013	Wickepin	Dump Point Signs are missing.	Townscape Committee	✓		Been installed.
	5/03/2013	Wickepin	Phil to take a look at the washing machine in Unit 4 Cottage Homes.	Amy Read	✓		Pete to remove broken washing machine.
	March 2013	Yealering	Work at Yealering Cemetery	Pete Vlahov	✓		Completed.
	12/03/2013	Yealering	Washing machine leaking and TV making a strange noise at the Yealering Caravan Park.	Peter Stribling	○		
	14/13/13	Wickepin	Standpipe on corner of Halladay Road is leaking.	Water Corporation	✓		Completed.
	20/13/13	Wickepin	Pingelly Road - Pot hole - needs attention.	Council	✓	10/04/2013.	Completed.
	20/13/13	All	Caltrop - needs spraying.	Council	✓	Ongoing	Spraying is done all year round.
	21/03/2013	Wickepin	Community Centre - cool room needs servicing	Wickepin FC	○		Pete to ring Retravision.
April	26/03/2013	Wickepin	Cricket Pitch mats to be put back on oval.	Ty Miller	○	10/04/2013	Will be done 10/4/2013.
	2/04/2013	Wickepin	Wickepin Caravan Park - TVs not working.	Tony Rigby	✓	8/04/2013	Completed.
	2/04/2013	Wickepin	Fogging of oval for mosquitos.	Wickepin FC	✓	9/04/2013	Completed.
	3/04/2013	Wickepin	Yarling Court - Gum Trees need pruning.	Annual Inspections	○		
	3/04/2013	Wickepin	Yarling Court - Unit 4 - Clean light out the front door on ceiling.	Annual Inspections	○		
	3/04/2013	Wickepin	Cottage Homes - Unit 4 - Remove broken washing machine out the back.	Annual Inspections	✓	8/04/2013	
	3/04/2013	Wickepin	5 Smith Street - cut down dead tree at the front of the house.	Annual Inspections	○	9/04/2013	In progress.
	3/04/2013	Wickepin	5 Smith Street - Retic needs fixing.	Annual Inspections	○		
	3/04/2013	Wickepin	10 Smith Street - Clothes line needs fixing.	Annual Inspections	○		
	4/04/2013	Wickepin	Fix up gate way on Lomos Road following road widening.	Brian Shipley	○		
	4/04/2013	Yealering	Drains on side of road following road widening on Yealering Pingelly Road.	Lindsay Corke	○		
	4/04/2013	Wickepin	Speakers installed in Wickepin Community Centre.	Natalie Manton	○		
	4/04/2013	Yealering	Finish mulching and retic at Yealering cemetery.	Natalie Manton	○		

Governance, Audit and Community Services

10.2.01 – Financial Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Bronwyn Dew, Finance Officer
File Reference:	
Author:	Bronwyn Dew, Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	8 April 2013

Enclosure / Attachment: Listed below & attached (monthly report).

Background: In accordance with Section 6.4(2) of the Local Government Act 1995 and Regulation 35 of the Local Government (Financial Management) Regulations 1996, attached are the monthly/triannual financial reports.

1. Operating Statement by Function and Activity
2. Bank Balances and Investments
3. Outstanding Debtors

Comment: Council is required to prepare the Statement of Financial Activity as per Local Government (FM) Reg. 36, but can resolve to have supplementary information included as required.

Statutory Environment: Section 6.4(2) of the Local Government Act 1995

Local Government (Financial Management) Regulations 1996

34. Financial reports to be prepared s. 6.4

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -
- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
 - (b) Budget estimates to the end of the month to which the statement relates;
 - (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
 - (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) The net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing -
- (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
 - (c) Such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown -

- (a) According to nature and type classification;
 - (b) By program; or
 - (c) By business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
- (a) Presented to the council -
 - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
 - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
 - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

Policy Implications: Not applicable

Financial Implications: Not applicable

Strategic Implications: Not applicable

Recommendation: That the financial statements tabled for the period ending 31 March 2013 as presented be received.

Voting Requirements: Simple majority

Resolution No 170413-05

Moved Cr Allan / Seconded Cr Easton

That the financial statements tabled for the period ending 31 March 2013 as presented be received.

Carried 8/0

Bank Balances

As at 31/03/2013

	Bank Statement	Adjusted
Municipal Fund	1,739,049.35	1,703,611.40
Petty Cash	500.00	500.00
Reserves	462,455.58	462,455.58
Total	2,202,004.93	2,166,566.98
Trust Fund	28,888.56	28,734.61
Transport Account	4,567.00	0.00

Debtors

Rates as at 31/03/2013

Account 7461	Rates	26,721.36
Account 6051	Sewerage	4,146.28
Account 7451	Ex Receipts	-5,134.26
Account 7441	Pensioners Rebates	2,483.89
Account 7481	Domestic Rubbish	2,211.14
Account 7491	Commercial Rubbish	345.29
Account 7201	Refuse Site Levy	662.47

Sundry Debtors as at 31/03/2013

Current	11,651.61
1 Month	23,392.61
2 Months	0.00
3 Months	57,546.52
Total	92,590.74

Governance, Audit and Community Services

10.2.02 – List of Accounts

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Bronwyn Dew, Finance Officer
File Reference:	
Author:	Bronwyn Dew, Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	8 April 2013

Enclosure / Attachment: List of Accounts

Background: Please find following the List of Accounts remitted during the period from 13 March – 3 April 2013

	<u>Vouchers</u>	<u>Amounts</u>
Municipal Account		
Cheques	14599 - 14621	156,061.97
EFTPOS	3481 - 3543	189,277.00
Other Transfers	Payroll March 2013	65,490.00
Trust Account		
EFTPOS		0.00
Cheques		0.00
TOTAL		\$410,828.97

Financial Management Regulation 13 (4) also requires that a listing of all other outstanding accounts be presented to Council at the meeting. This information will be provided on the day of the meeting for inclusion in the recommendation.

Certificate of Chief Executive Officer:

The schedule of accounts, covering vouchers as listed above, have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costings and the amounts shown have been remitted.

Comment: If there are any questions in relation to the listing of accounts, please forward a request by fax to me so that detailed answers to queries can be obtained for presentation at council meeting.

Statutory Environment: Local Government (Financial Management) Regulations 1996 – Regulations 13 (2), (3) & (4)

Policy Implications: Policy F3.7 - Cheque Issue

Financial Implications: Not applicable

Strategic Implications: Not applicable

Recommendation: That Council acknowledges that payments totaling \$410,828.97 has been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Voting Requirements: Simple majority

Resolution No 170413-06

Moved Cr Astbury / Seconded Cr Easton

That Council acknowledges that payments totaling \$410,828.97 has been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Carried 8/0

**SHIRE OF WICKEPIN
CHEQUE LISTING
13/3/2013 TO 3/4/2013**

Chq/EFT	Date	Name	Description	Muni	Trust
EFT3481	20/03/2013	AUSTRALIA POST	FEBRUARY POSTAGE	259.67	
EFT3482	20/03/2013	ARROW BRONZE	CEMETERY PLAQUES	232.48	
EFT3483	20/03/2013	BEST OFFICE SYSTEMS	INK FOR COLOUR PRINTER	235.00	
EFT3484	20/03/2013	YEALERING AGPARTS & REPAIRS	REPAIRS TO YEALERING FIRE TRUCK & STANDPIPES	2365.12	
EFT3485	20/03/2013	COURIER AUSTRALIA	FREIGHT	14.44	
EFT3486	20/03/2013	CHEFMASTER	RUBBISH BAGS FOR COMMUNITY CENTRE	139.55	
EFT3487	20/03/2013	DC & LB CURTIS	NEW ROOF AT FACEY GROUP BUILDING	32131.00	
EFT3488	20/03/2013	EWEN RURAL SUPPLIES	FEBRUARY ACCOUNT	2323.11	
EFT3489	20/03/2013	FRANK WESTON & CO	METAL FOR FUEL FACILITY	93.33	
EFT3490	20/03/2013	GREAT SOUTHERN FUEL SUPPLIES	GREASE	230.64	
EFT3491	20/03/2013	HANSON CONSTRUCTION MATERIALS	CONCRETE FOR FUEL FACILITY	23449.20	
EFT3492	20/03/2013	KEL'S TYRES	TYRES FOR GARDENERS TRUCK	3260.40	
EFT3493	20/03/2013	LAKE YEALERING GOLF CLUB	MOWING OF YEALERING OVAL	1500.00	
EFT3494	20/03/2013	METROCOUNT	METROCOUNT TRAINING	605.00	
EFT3495	20/03/2013	THE MIDLAND TIMBER COMPANY	TIMBERS FOR FACEY BUILDING ROOF	261.32	
EFT3496	20/03/2013	NARROGIN HIRE SERVICE	SPRINKLERS FOR OVAL	220.00	
EFT3497	20/03/2013	GREAT SOUTHERN WASTE DISPOSAL	REFUSE COLLECTION	4700.44	
EFT3498	20/03/2013	NARROGIN HARDWARE	GLUE FOR YEALERING NICHE WALL PLAQUES	178.45	
EFT3499	20/03/2013	NARROGIN BEARING SERVICE	GRAB HOOKS	41.40	
EFT3500	20/03/2013	NARROGIN PUMPS SALES & SERVICE	STANDPIPE PARTS	313.28	
EFT3501	20/03/2013	STAR TRACK EXPRESS	FREIGHT ON PROTECTIVE CLOTHING	97.61	
EFT3502	20/03/2013	NARROGIN BOILERMAKERS	WORK CLOTHING	45.00	
EFT3503	20/03/2013	PERTH AUDIO VISUAL	AUDIO VISUAL EQUIPMENT FOR COMMUNITY CENTRE	18433.59	
EFT3504	20/03/2013	LEAH PEARSON	REIMBURSEMENT FOR GRAPHIC DESIGN COURSE	1250.00	
EFT3505	20/03/2013	LIONEL ANTHONY RIGBY	QUARTERLY CARETAKERS PAYMENT	1875.00	
EFT3506	20/03/2013	LR SIMS & CO	SITE WORKS AT FUEL FACILITY	27415.38	
EFT3507	20/03/2013	SHIRE OF KULIN	EMERGENCY MANAGEMENT PLAN - FUEL FACILITY	385.00	
EFT3508	20/03/2013	STEERE DINGO SERVICES	REPAIRS AT HARRISMITH CARAVAN PARK	2481.93	
EFT3509	20/03/2013	JOHN SEEBER	PLANS FOR FACEY GROUP BUILDING ROOF	275.00	
EFT3510	20/03/2013	SIGMA CHEMICALS	POOL CHEMICALS	254.90	
EFT3511	20/03/2013	TELFORD INDUSTRIES	CHLORINE FOR SWIMMING POOL	233.64	
EFT3512	20/03/2013	WICKEPIN PRIMARY SCHOOL	POWER ACCOUNT	88.25	

Attachment- Item 10.2.02

**SHIRE OF WICKEPIN
CHEQUE LISTING
13/3/2013 TO 3/4/2013**

		SYNERGY	POWER	
EFT3513	20/03/2013	WICKEPIN DISTRICT SPORTS CLUB	CATERING FOR REGIONAL ROAD GROUP MEETING	2890.00
EFT3514	20/03/2013	WESTNET PTY LTD	INTERNET SERVICE	660.00
EFT3515	20/03/2013	SHIRE OF WICKEPIN	PAYROLL DEDUCTIONS	139.89
EFT3516	25/03/2013	ANZ BANK	FUEL FOR CEO VEHICLE	300.00
EFT3517	03/04/2013	AIR RESPONSE	AIR CONDITIONER TO UNIT 5 COTTAGE HOMES	131.30
EFT3518	03/04/2013	AUSTRALIAN GOVERNMENT CHILD BUILDERS REGISTRATION BOARD	PAYROLL DEDUCTIONS	2523.99
EFT3519	03/04/2013	BEST OFFICE SYSTEMS	MARCH BRB	365.36
EFT3520	03/04/2013	COMMONWEALTH BANK	COPIER CHARGES	72.00
EFT3521	03/04/2013	COURIER AUSTRALIA	LOAN 90 PAYMENT	1516.00
EFT3522	03/04/2013	STAPLES / CORPORATE EXPRESS	FREIGHT ON LIBRARY BOOKS	10033.61
EFT3523	03/04/2013	COLONIAL FIRST STATE	TEA FOR MEETINGS	41.30
EFT3524	03/04/2013	DC & LB CURTIS	SUPERANNUATION CONTRIBUTIONS	82.08
EFT3525	03/04/2013	DEWS EXCAVATIONS	FACEY BUILDING ROOF REPLACEMENT	305.34
EFT3526	03/04/2013	FRANK WESTON & CO	BACKFILL CULVERTS - STORM DAMAGE	1265.00
EFT3527	03/04/2013	FACEY GROUP	ANGLE GRINDER AND METAL FOR DEPOT WORKSHOP	423.50
EFT3528	03/04/2013	HARRIS ZUGLIAN ELECTRICS	2ND INSTALLMENT - ANNUAL CONTRIBUTION	532.87
EFT3529	03/04/2013	MARK HOOK	UPGRADE ELECTRICS AT WICKEPIN TOWN HALL	10000.00
EFT3530	03/04/2013	LGIS INSURANCE BROKING SERVICE	GARAGE DOOR OPENERS	9963.59
EFT3531	03/04/2013	MT BARKER COMMUNICATIONS	PROPERTY ENDORSEMENT	119.90
EFT3532	03/04/2013	WAGIN PLUMBING	RADIO FOR FRONT END LOADER	186.63
EFT3533	03/04/2013	RAMSAY SUPERANNUATION FUND	REPLACE HWS AT PLAYGROUP BUILDING	1252.41
EFT3534	03/04/2013	LIONEL ANTHONY RIGBY	SUPERANNUATION CONTRIBUTIONS	1331.00
EFT3535	03/04/2013	SHENTON ENTERPRISES PTY LTD	CARETAKERS COMMISSION - MARCH	170.46
EFT3536	03/04/2013	TELSTRA	DOSING PUMP FOR SEWERAGE SCHEME	156.70
EFT3537	03/04/2013	T-QUIP	PHONE	15400.00
EFT3538	03/04/2013	SYNERGY	PARTS FOR TORO MOWER	1524.05
EFT3539	03/04/2013	WICKEPIN HOTEL	STREETLIGHTS	211.75
EFT3540	03/04/2013	WA LOCAL GOVT ASSOCIATION	MEALS & DRINKS AFTER COUNCIL MEETING	1627.55
EFT3541	03/04/2013	SHIRE OF WICKEPIN	ADVERTISING - WHEATBELT AGED CARE PLAN	292.10
EFT3542	03/04/2013	AUSTRALIAN TAXATION OFFICE	BUILDING LICENCE FEES	262.74
EFT3543	03/04/2013	ARTS NARROGIN INC	FEBRUARY BAS PAYMENT	106.75
14599	20/03/2013	CANVASS FINE ART	PICTURE FRAMING - COUNCIL CHAMBERS PHOTOS	84799.00
14600	20/03/2013			100.00
14601	20/03/2013			143.00

Attachment- Item 10.2.02

**SHIRE OF WICKEPIN
CHEQUE LISTING
13/3/2013 TO 3/4/2013**

14602	20/03/2013	WICKEPIN GARDEN CENTRE	SOIL CONDITIONER	52.00
14603	20/03/2013	NORTH STAR TRANSPORT	FREIGHT ON POOL CHEMICALS	349.51
14604	20/03/2013	NARROGIN PACKAGING	GOODS FOR PUBLIC TOILETS	574.35
14605	20/03/2013	PARRYS	WORK CLOTHING	120.00
14606	20/03/2013	QUICK CORPORATE	FLOOR MATS FOR YEALERING HALL	98.68
14607	20/03/2013	RANIERI M & V	REPAIRS TO CULVERTS - STORM DAMAGE	34757.80
14608	20/03/2013	SHIRE OF BRUCE ROCK	CERTIFICATE & DESIGN FOR FACEY BUILDING NEW ROOF	280.50
14609	20/03/2013	WA HINO SALES & SERVICE	PAYROLL DEDUCTIONS	157.41
14610	03/04/2013	WICKEPIN GARDEN CENTRE	PLANTS FOR OFFICE GARDENS	152.00
14611	03/04/2013	HANCOCKS HOME HARDWARE	HEAT GUN	140.00
14612	03/04/2013	KOMATSU AUST P/L	PARTS FOR LOADER	355.83
14613	03/04/2013	PIONEER CREDIT	LEGAL FEES - DEBT RECOVERY, RATES	1297.94
14614	03/04/2013	PCS	COMPUTER SUPPORT	155.00
14615	03/04/2013	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	296.31
14616	03/04/2013	QUICK CORPORATE	FLOOR MAT FOR YEALERING HALL	99.39
14617	03/04/2013	WESTERN AUSTRALIAN TREASURY CORP	LOAN 100 PAYMENT	2132.25
14618	03/04/2013	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	8788.21
14619	03/04/2013	WICKEPIN GOLF CLUB	SPONSORSHIP	500.00
14620	03/04/2013	MRS I WATKINS	CLEANING OF YEALERING CARAVAN PARK	656.00
14621	03/04/2013	HARRIS ZUGLIAN ELECTRICS	REWIRE WICKEPIN TOWN HALL	20056.79
		TOTAL		345338.97 0.00

Governance, Audit and Community Service

10.2.03 – Write Off Of Overdue Account

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Bronwyn Dew, Finance Officer
File Reference:	
Author:	Bronwyn Dew, Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	27 March 2013

Enclosure / Attachment:

A copy of the Tax Invoice sent to Mr Charles Dwight, correspondence from Mr Dwight and correspondence from debt collection agency.

Background:

Mr Charles Dwight was renting one of the rooms in the Wickepin Business Centre and originally came into the Shire office to make regular payments. He stopped making payments in 2008 despite the Chief Executive Officer's repeated requests for him to recommence making regular payments and to make arrangements to clear the arrears.

In June 2010 Mr Dwight vacated the premises.

After repeated attempts by the Finance Officer to receive payment, the matter was placed in the hands of a debt collection agency on 30/09/2010.

Since that date Mr Dwight has paid the amount of \$200 off the arrears and has not made a payment since 13/06/2011. The debt collection agency has been unsuccessful in collecting any more of the monies owed and has now advised it is uneconomical to pursue the debt.

As the remainder of this debt appears to be unrecoverable the Finance Officer recommends that council resolve to write the account off.

Comment:	Nil.
Statutory Environment:	Not applicable.
Policy Implications:	Not applicable.
Financial Implications:	Amount to be written off - \$2700.
Strategic Implications:	Not applicable.
Summary:	Nil.

Recommendation:

That council write off the account against Mr Charles Dwight being the amount of \$2700.

Voting Requirements: Absolute majority.

Resolution No 170413-07

Moved Cr Coxon / Seconded Cr Lansdell

That council write off the account against Mr Charles Dwight being the amount of \$2700.

Carried 8/0

SHIRE OF WICKIEPIN	
DATE RECEIVED:	23-6-2010
ACTN:	CEO
REPLY:	DCEO
INFO STN:	DGR DEV
AGENDA:	MGR WKS
FSO:	PRES/CRS
FILE NO:	1070

Mr Charles DWIGHT.
37 HUNTER ST
KOSWAMP. WA.
Reference SZS
0447801069.

Mr Alan Pearson
Chief Executive Officer
Shire of Wickiepin
77 Wagon Rd.
Wickiepin. 6370.

Dear Alan,

I am writing to you as per our telephone conversation on Monday 14th June, as stated by myself I regret that I have not corresponded appropriately with the Shire of Wickiepin, letting you and the councillors know that for the past 6 months I have been experiencing extreme financial hardship and health problems, to which I have been trying to deal with, I am currently awaiting for a time to have surgery on my back and hand, to which over the last six months has deteriorated, once I have the surgery I will be unable to work for 3 months and this has added an extra burden on top of the already difficult situation I am under, my current financial situation is not good and have been trying to trade out of it, out with my back & hands getting worse, coupled with trying to manage my depression, things have been a battle, I understand that council has a business to run and I also understand that I should have advised council of my predicament; but anything has suffered at the moment, I hope that you

And council can see fit to allow me somehow to pay off the outstanding monies on the loans, due to my current situation I cant commit to any set figures of repayment as my situation is only going to get worse, not better, I can re-assure council that all monies will be repaid in full though. I hope that council will take into account my situation.
look forward to your reply.

Yours Sincerely
Charles M. DUBOIS
17th June 2010.

Cherry J.



SHIRE OF WICKEPIN

TAX INVOICE
 ABN 35 562 596 978

Administration Centre, 77 Wogolin Road WA
 Postal Address: P.O. Box 19 Wickepin WA 6370
 Telephone: (08) 9888 1005 Facsimile: (08) 9888 1074
 Email: admin@wickepin.wa.gov.au

CHARLES DWIGHT
 POST OFFICE
 WICKEPIN WA 6370

INVOICE 5499
 Debtor No: DD40
 Date Issued: 10/06/2010
 Page: 1

DATE	DESCRIPTION	AMOUNT
10/06/2010	PRIVATE WORKS RENT FOR 07/08 FINANCIAL YEAR 52.00 @ 20.00 ea	1,040.00 *
10/06/2010	PRIVATE WORKS RENT FOR 08/09 FINANCIAL YEAR 52.00 @ 20.00 ea	1,040.00 *
10/06/2010	PRIVATE WORKS RENT FOR 09/10 FINANCIAL YEAR 52.00 @ 20.00 ea	1,040.00 *
10/06/2010	PRIVATE WORKS LESS PAYMENT RECEIVED ON 4/8/09 FOR 11 WEEKS RENT 11.00 @ -20.00 ea	-220.00 *

* Local Govt. Charge \$2,636.35 GST charge \$263.65

Payment is due within 14 days

TOTAL PAYABLE	\$2,900.00
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POSTAL REMITTANCES: NO RECEIPT WILL BE ISSUED UNLESS THE NOTICE IS RETURNED INTACT WITH REMITTANCE



OFFICE COPY ONLY

If no receipt is required, retain top portion for your records and return lower portion with remittance.
 Official Receipt must bear cash register imprint to be valid.

SHIRE OF WICKEPIN

PO Box 19, Wickepin WA 6370

	Direct Debit
	BSB: 016-770 Account: 110377466
Please enter invoice number as reference	

NAME CHARLES DWIGHT

INVOICE NO 5499

DEBTOR NO. DD40

AMOUNT \$2,900.00

Bronwyn Dew

From: candice@blitzcredit.com.au
Sent: Thursday, 14 March 2013 3:56 PM
To: Bronwyn Dew
Subject: Our Ref 15985 Charles Dwight

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Bronwyn Dew,

We have not had any response to calls and correspondence sent to Charles at 25 Richter Street, Wickepin I confirmed his contact number with Louise and she refused to provide an address aswell.

I believe he does counselling or something alike

We suggest this matter is uneconomical to pursue. Please advise your further instructions. Thank you

Regards,

Candice Olivier
Blitz Credit Management
Suite 7, Level 1, 251 Hay Street, Perth, WA, 6004 PO BOX 3381, East Perth, WA, 6892 T (08) 6140 2295 F (08) 6314 1537
www.blitzcredit.com.au

3.50pm – Cr Hinkley departed the Chambers due to an impartiality interest – applicant for building licence stated in report.

Governance, Audit and Community Services

10.2.04 - EHO/Building Surveyor's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Allan Ramsay, EHO/Building Surveyor
File Reference:	706 / 2203
Author:	Allan Ramsay, EHO/Building Surveyor
Disclosure of any Interest:	Nil
Date of Report:	10 April 2013

Enclosure / Attachment: Nil

Background: Monthly report submitted by EHO/Building Surveyor, Mr. Allan Ramsay.

Building Licenses:

There was one (1) building application approved and license issued for the month of March 2013.

Listed below is a summarised breakdown of the application and proposed structure:

License No	Name & Address of Owner	Registered Builder (RB) or Owner Builder (OB)	Structure	Situation of Building Lot or Street No & Town
6/12-13	Wade and Gerri Hinkley	Owner Builder	Renovations to existing house – wall removal	537 Wedin South Road, Tincurrin WA 6361

Implications: Not applicable

Financial Implications: Not applicable

Strategic Implications: Not applicable

Recommendation:

That Council notes the report from the EHO/Building Surveyor 10 April 2013.

Voting Requirements: Simple Majority

Resolution No 170413-08

Moved Cr Russell / Seconded Cr Allan

That Council notes the report from the EHO/Building Surveyor 10 April 2013.

Carried 7/0

3.51pm – Cr Hinkley entered the Chambers.

Governance, Audit and Community Services

10.2.05 - Application for Home Occupation– 5 Smith Street, Wickepin

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mrs. Chanthoeun Reung
File Reference:	1713
Author:	Allan Ramsay, Environmental Health Officer/Building Surveyor
Disclosure of any Interest:	Nil
Date of Report:	10 April 2013

Enclosure / Attachment: Form of Application for Planning Approval.

Background:

Council has received an application for planning consent from Mrs. Chanthoeun Reung to run a small business as a Beautician at a Council owned dwelling located at 5 Smith Street, Wickepin.

The property is zoned Rural Residential as per the Shire of Wickepin Town Planning Scheme 4:

Comment:

Under the Shire of Wickepin Town Planning Scheme No. 4 it is not permitted to run a home occupation unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with clause 9.4. Under clause 9.43 the local government may give notice or require the applicant to give notice of an application for planning approval in one or more of the following ways:

- a) *Notice of the proposed use or development served on nearby owners and occupiers who, in the opinion of the local government are likely to be affected by the granting of planning approval, stating that the submission may be made to the local government by a specified date being not less than 14 days from the day the notice is served;*
- b) *Notice of the proposed use or development published in a newspaper circulating in the Scheme area stating that submissions may be made to the local government by a specified day being not less than 14 days from the notice is published; and*
- c) *A sign or signs displaying notice of the proposed use or development to be erected in a conspicuous position on the land for a period of not less than 14 days from the day the notice is erected.*

The property has adequate off road parking for customers and the property is owned by the Shire of Wickepin. The Chief Executive Officer, Mr. Mark Hook has signed the application as the owner on behalf of the Shire.

The applicant has the necessary qualifications to run a home occupation business as a Beauty Therapists. There will not be any skin penetration procedure carried out. However, any business involved in beauty therapy still must comply with the Health (Skin Penetration Procedures) Regulations 1998 and consequently regular inspections of the operation must be carried out by the local government Environmental Health Officer.

Financial Implications: Nil

Strategic Implications: Not applicable

Summary:

Council is being requested to approve a beauty therapy business in a residential zone at 5 Smith Street, Wickepin and the property is owned by the Shire of Wickepin.

Recommendation:

That Council resolves to approve the application from Mrs Chanthoeun Reung to operate a home business at 5 Smith Street, Wickepin subject to the following conditions:

1. Notice of the proposed use or development served on nearby owners and occupiers who, in the opinion of the local government are likely to be affected by the granting of planning approval, stating that the submission may be made to the local government by a specified date being not less than 14 days from the day the notice is served;
2. The home business to comply with the Health (Skin Penetration Procedures) Regulations 1998;
3. The home business is approved providing there is no objection after the closing date of the submission to neighbours; and
4. In the event that there are any objections the matter be referred back to Council.

Resolution No 170413-09**Moved Cr Astbury / Seconded Cr Coxon**

That Council resolves to approve the application from Mrs Chanthoeun Reung to operate a home business at 5 Smith Street, Wickepin subject to the following conditions:

1. Notice of the proposed use or development served on nearby owners and occupiers who, in the opinion of the local government are likely to be affected by the granting of planning approval, stating that the submission may be made to the local government by a specified date being not less than 14 days from the day the notice is served;
2. The home business to comply with the Health (Skin Penetration Procedures) Regulations 1998;
3. The home business is approved providing there is no objection after the closing date of the submission to neighbours; and
4. In the event that there are any objections the matter be referred back to Council.

Carried 8/0

\$ 209 142030 GL

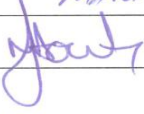
Home Occupation Licence


SCHEDULE SIX

FORM OF APPLICATION FOR PLANNING APPROVAL

Shire of Wickepin
Local Planning Scheme No. 4

Application for Planning Approval

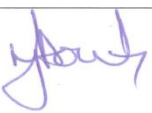
Owner details:		
Name: SHIRE OF WICKEPIN		
Address: WAGALIA ROAD WICKEPIN		
		Postcode: 6370
Phone: 98881005	FAX:	
Home:	Work: 98881005	Email:
Mobile:		
Contact Person:		
MARK S HOOK		
Signature: 	Date: 4/2/2013	
Signature:	Date:	
The signature of the owner(s) is required on all applications. This application will not proceed without that signature.		

Applicant details:		
Name: Chanthoem Reung		
Address: 5 Smith St, Wickepin		
		Postcode: 6370
Phone:	FAX:	
Home: 98881725	Work:	Email: chanthoem-reung@gmail.com
Mobile:		
Contact Person for Correspondence:		
Signature: 		Date: 04/02/13

Part 2

Property details:		
A 5183		
Lot No. 42	House/Street No: 5	Location No:
Diagram or Plan No: PS 29.12	Certificate of Title Vol. No: 1636	Folio: 48
Diagram or Plan No: P12 765761	Certificate of Title Vol. No:	Folio:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: SMITH ST	Suburb: WICKEPIN	
Nearest Street Intersection:		
Existing building/land use:		
Description of proposed development and/or use: RESIDENTIAL		
Nature of any existing buildings and/or use:		

Approximate cost of proposed development:	Home Occupation
Estimated time of completion:	

Office Use Only	
Acceptance Officer's initials: 	Date Received: 4/2/13
Local Government Reference No:	

4.00pm – CDO Natalie Manton entered the Chambers.

Governance, Audit & Community Services

10.2.06 – Community Development Officer's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Natalie Manton, Community Development Officer
File Reference:	
Author:	Natalie Manton, Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	10 April 2013

Enclosure / Attachment: Nil

Arts and Cultural	<ul style="list-style-type: none"> Meeting regarding Dryandra Art, Food and Wine trail.
Community Development	<p>Yealering Cemetery</p> <ul style="list-style-type: none"> Final arrangements for cemetery re-opening. Planting and watering plants. Liaison with shire staff regarding new cemetery plots Send out guidelines for Shire of Wickepin cemetery including plaque and monumental works specifications and location of grave sites. Administrative guidelines for funerals and burials. <p>CLGF</p> <ul style="list-style-type: none"> Review budget and actual expenses for 10/11 CLGF funding. Site inspection Wickepin cemetery for 11/12 project. <p>Townscape</p> <ul style="list-style-type: none"> Attend Townscape meeting. Review townscape budget. <p>Other</p> <ul style="list-style-type: none"> Provided notes for Watershed. Revised Shire of Wickepin Community Grant application forms.
Community Safety and Crime Prevention	
Economic Development	<p>Living Lakes Project</p> <ul style="list-style-type: none">
Tourism Marketing and Promotion	<ul style="list-style-type: none"> Dryandra Country Food, Art and Wine trail meeting.
Sport and Recreation	<p>Yealering Bike Skills Track</p> <ul style="list-style-type: none"> Discussions with Yealering Progress Association regarding relocation of gazebo. Liaison with Peter Vlahov regarding bike track at Yealering. <p>Kidsport</p> <ul style="list-style-type: none"> Kidsport club registrations. <p>Healthy Communities Project</p> <p>Other</p> <ul style="list-style-type: none"> Circulated information on Heart Moves program commencing in Wickepin
Special Needs Groups inc; Youth, Disabled and Older People.	

Heritage	<ul style="list-style-type: none"> Discussions with Public Transport Authority regarding Old Railway Station and goods yard and lease with Brookfield Rail.
Other	<ul style="list-style-type: none"> Reviewed policy manual

Funding Applications Status Report:

Project Name	Funding Organisation	Amount Requested inc Gst	Status
Dedicated Deputy Project		\$2,966	Acquitted
Regional Events Scheme	Eventscorp	\$10,000	Awaiting approval

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications:

Recommendation:

That council notes the report from the Community Development Officer dated 10 April 2013.

Voting Requirements: Simple majority.

Resolution No 170413-10

Moved Cr Allan / Seconded Cr Russell

That council notes the report from the Community Development Officer dated 10 April 2013.

Carried 8/0

The Councillors and CEO congratulated CDO Natalie Manton on the successful upgrade and re-opening of the Yealering Cemetery.

Governance, Audit & Community Services

10.2.07 – Dryandra Country Visitor Centre 2013/14 Budget Allocation

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	DRYANDRA COUNTRY VISITOR CENTRE
File Reference:	806
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	27 March 2013

Enclosure / Attachment:

South East Wheatbelt proposed 2013/14 Marketing Strategy (under separate cover)

Background:

It has been proposed by the Dryandra Country Visitor Centre that a Marketing Strategy for the South East Wheatbelt be developed between the Dryandra Country Visitor Centre and Jac Eerbeek CEO of Australia's Golden Outback.

To allow this strategy to be put into action the Dryandra Country Visitor Centre are requesting an additional funding of \$5,500 from the Shire of Wickepin. These funds will be utilised to employ a full time regional visitor centre manager as required for accredited visitor centres.

The Dryandra Country Visitor Centre requires a response from Council to their requests and are requesting a pre-budget commitment before their committee meeting scheduled for 19 April 2013.

The Dryandra Country Visitor Centre and Jac Eerbeek have advised that they would be willing to make a presentation to council in order to explain the benefits of the marketing strategy to the Shire of Wickepin.

An Invitation has been extended to them to present at the April Ordinary meeting of Council.

Comment:

Council currently is a member of the Dryandra Country Visitor Centre and contributes \$5,000 per annum to the running of the Dryandra Visitor Centre. The additional \$5,500 for the marketing Strategy would make Council's total Contribution to the Dryandra Visitor Centre to \$10,500.

The Marketing Strategy for the Dryandra area is a great idea and should allow Council access to better quality Tourism strategies for the whole region.

A copy of the proposed South East Wheatbelt 2013/14 Marketing Strategy is attached for Council's consideration and information.

Council currently budgets the following for tourism:

2012/2013 budget allocations

6752	Area Promotion		
	Central South Tourism	5	5,500
	Wickepin Brochure	5	2,000
	Narrogin Chamber Phone Book	21	250
	Advertising West Australian	21	5,500
	Narrogin Business Community Directory	21	700
	Dryandra Visitor Centre	22	5,000
			18,950

If Council was to allocate the \$5,500 from the Central South Tourism and add it towards the Dryandra Country Visitor Centre Marketing Strategy there would be no additional costs to Council in the 2013/14 budget estimates under 6752 Tourism Area Promotion.

Council has not contributed to the Central South Tourism since 2011/12 when it paid \$800 towards a brochure reprint and it has not spent the \$5,500 2012/13 allocation as of writing this report.

The Dryandra Country Visitor Centre Marketing Strategy will enable Council to undertake better Marketing Strategies through the Dryandra Country Visitor Centre and get a better bang for its advertising dollar as outlined within the strategy.

The proposed 2013/14 budget for the Marketing Strategy is:

Consumer Show

Caravan and Camping Show x 1 Exhibitor Space \$ 1,180.00 (AGO pays extra \$1,100) Travel expenses 5 days/5 nights \$ 1,200.00.

Display Material (use at shows)

6 new, common themed SE Wheatbelt pull up displays, one for each contributing Council x 6 \$1,500.00.

Wildflower Campaign – Aug/Sep

The West Australian print ad x 3 \$ 4,500.00 (AGO pays extra 2 thirds)

Sunday Times print ad x 2 \$ 3,000.00 (AGO pays extra 2 thirds)

Have A Go News x 1 \$1,000.00 (AGO pays extra 2 thirds)

Seniors x 1 \$ 900.00 (AGO pays extra 2 thirds)

The Wanderer CMCA National Magazine x 1 \$1,800.00 (AGO pays extra 2 thirds)

Self-Drive Campaign – Mar/Apr/May

The West Australian x 2 \$ 3,000.00 (AGO pays extra 2 thirds)

Sunday Times x 2 \$ 3,000.00 (AGO pays extra 2 thirds)

Have A Go News x 1 \$1,000.00 (AGO pays extra 2 thirds)

Seniors x 1 \$ 900.00 (AGO pays extra 2 thirds)

The Wanderer CMCA National Magazine x 1 \$1,800.00 (AGO pays extra 2 thirds)

Holiday Guides

Australia's Golden Outback – ½ page ad x 1 \$ 1,995.00

Cooks Southwest Guide - ½ page ad x 1 \$ 1,000.00

Digital Online Marketing

Technical assist & improve Dryandra w/site x 12 \$1,000.00

Facebook advertising x 12 \$ 500.00

Contingency \$725.00

Total Marketing Budget \$30,000.00

The Dryandra Country Visitor Centre are also requesting Council to continue its contribution of \$5,000 towards the employment of a full time regional visitor centre manager for the Dryandra Country Visitor Centre in Narrogin.

Council currently contributes to the Dryandra Country Visitor Centre an amount of \$5,000 which is Councils contribution for a full time manager at the Dryandra Country Visitor Centre.

It is my understanding from the letter received from the Dryandra Country Visitors Centre they are asking for the following budget allocations for the 2013/14 financial year.

Marketing Strategy	\$5,500
Contribution towards full time manager	\$5,000
Total	<u>\$10,500</u>

Statutory Environment:**6.2. Local government to prepare annual budget**

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

** Absolute majority required.*

- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —
- (a) the expenditure by the local government;
 - (b) the revenue and income, independent of general rates, of the local government; and
 - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate —
- (a) particulars of the estimated expenditure proposed to be incurred by the local government;
 - (b) detailed information relating to the rates and service charges which will apply to land within the district including —
 - (i) the amount it is estimated will be yielded by the general rate; and
 - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
 - (c) the fees and charges proposed to be imposed by the local government;

- (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government;
 - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;
 - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
 - (g) such other matters as are prescribed.
- (5) Regulations may provide for —
- (a) the form of the annual budget;
 - (b) the contents of the annual budget; and
 - (c) the information to be contained in or to accompany the annual budget.

[Section 6.2 amended by No. 49 of 2004 s. 42(8) and 56.]

Policy Implications:**Financial Reporting F3.10****Purpose**

As per Section 34 & 35 of the Financial Management Regulations, council is to adopt the required financial reporting method they desire.

Policy**Annual Budget**

1. Draft Budget shall be presented to council for consideration by the June council meeting of each year.
2. Annual budget shall be adopted by council at the July council meeting of each year.
3. Chief Executive Officer shall ensure that the preparation and content of the annual budget ensures council complies with all aspects of the Local Government Act 1995 and Local Government Financial Management Regulations 1996.

Monthly Financial Reporting

1. Chief Executive Officer shall ensure the monthly statement of financial activity complies with all aspects of the Local Government Act 1995 and Local Government Financial Management Regulations 1996.
2. Council adopt the following scale of dollar values for reporting of material variances in accordance with FMR 1996 Section 35(5)

Budget Value Scale	Actual Variance Trigger Value
\$0 to \$10,000	\$1,000
\$10,000 to \$50,000	\$2,500
\$50,000 and greater	\$5,000

Annual Financial Reporting

1. Chief Executive Officer shall ensure that the Annual Financial Report of council is completed and audited by no later than 31 August of each year.

Financial Implications:

If Council was to allocate the \$5,500 from the Central South Tourism Allocation and add it towards the Dryandra Country Visitor Centre Marketing Strategy there would be no additional costs to Councils 2013/14 budget for tourism under 6752 Area Promotion.

2012/2013 Budget Allocation Page 102

6752	Area Promotion			
	Central South Tourism	5	5,500	
	Wickepin Brochure	5	2,000	
	Narrogin Chamber Phone Book	21	250	
	Advertising West Australian	21	5,500	
	Narrogin Business Community Directory	21	700	
	Dryandra Visitor Centre	22	5,000	18,950

Strategic Implications:**Theme 3 – To promote the development of a viable and diversified local economy**

A strong, diversified economic and industrial base that provides new and varied employment opportunities for all age groups.

Goal	Action	Measure
3.1 To actively support the development of tourism opportunities in the Shire.	<ul style="list-style-type: none"> Investigate and implement methods for improving the promotion of tourism in the district. Liaise with local and regional tourist promotion groups with the aim of promoting the development of tourism in the Shire. Seek advice from the WA Tourism Commission with regard to promoting the district. Publicise the availability of the information and encourage local and external entrepreneurs to become actively involved in the Shire of Wickepin. 	<ul style="list-style-type: none"> Measure our Shire's progress in accordance with Wickepin's tourism Development Plan

Summary:

Council is being requested to fund an additional \$5,000 to the Dryandra Country Visitor Centre for the South East Wheatbelt 2013/14 Marketing strategy. Making their total 32013/14 Budget Allocation \$10,500.

Recommendation:

1. That Council place the following budget estimates under 6752 Area Promotion in the 2013/14 budget estimates.

6752	Area Promotion		\$	
	Central South Tourism	5	800	
	Wickepin Brochure	5	2,000	
	Narrogin Chamber Phone Book	21	250	
	Narrogin Business Community Directory	21	700	
	Dryandra Visitor Centre	22	10,500	14,250

2. Advise the Dryandra Country Visitor Centre that it is willing to place \$5,000 in the 2013/14 Shire of Wickepin Budget Estimates towards the cost of the South East Wheatbelt 2013/14 Marketing Strategy and a \$5,500 contribution towards the employment of a full time regional visitor manager for the Dryandra Country Visitor Centre, making a total 2013/14 contribution of \$10,500 to the Dryandra Visitor Centre and that the Dryandra Country Visitor Centre be advised that this is not set in the 2013/14 budget until the final adoption of the 2013/14 budget by Council.

Voting Requirements: Simple majority

The CEO advised Council that he had received an email from the Manager of the Dryandra Country Visitor Centre, advising that the funding and Strategic Planning has been altered and that they would send correspondence to Council regarding this matter.

Due to the CEO's advice, Council moved onto the next item of business on the agenda.

4.11pm – CDO Natalie Manton departed the Chambers.

4.13pm – ESO Leah Pearson departed the Chambers due to an impartiality interest as she is the secretary of the Wickepin Football Club.

Governance, Audit & Community Services

10.2.08 – Wickepin Football Club BBQ

Submission To:	Ordinary Council
Location / Address:	Wickepin Community Centre
Name of Applicant:	Wickepin Football Club
File Reference:	311
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	8 January 2013

Enclosure / Attachment: Nil

Background:

This item was presented to Council on the 19 September 2012 and the following Resolution was passed by Council:

Resolution No 190912-19

Moved Cr Martin / Seconded Cr Russell

That the Chief Executive Officer arrange a meeting with the Wickepin Football Club President and Secretary with the Shire of Wickepin CEO, Building Inspector and Shire President to discuss the design, siting, materials, maintenance and funding for the proposed barbecue.

Carried 7/0



Picture One



Picture Two

The Meeting was held onsite at the Wickepin Community Centre and a suitable site was found as marked in Picture Two, with the design of the proposed BBQ is to be as shown in Picture One. This BBQ was constructed by Michael Raneri at the Darkan Combined Sports Club.

The issues with any BBQ will be the cleanliness of the BBQ prior to and after use and the filling of gas bottles.

Comment:

The Shire President Chief Executive Officer and Councils Health Building Inspector met representatives from the Football Club to discuss the siting and the need for a BBQ at the Wickepin Community Centre and it was decided that a suitable BBQ could be sited at the area shown in Picture Two as long as the area was kept clean and that the Wickepin Football Club take responsibility for all construction costs and the plumbing of the BBQ to the main gas bottles at the Wickepin Community Centre.

Statutory Environment: *Local Government Act 1995*
Health Act 2005

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications:

Fits within theme 4 of Councils Strategic Plan;

Theme 4 – To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities

A healthy, strong and connected community that is actively engaged and involved

Goal	Action	Measure
4.1 Support the development and maintenance of recreational facilities and organisations in the district.	<ul style="list-style-type: none"> Provide regular maintenance and development of recreation facilities. Provide and maintain walk trails for recreation and tourism purposes. 	<ul style="list-style-type: none"> We have adopted a recreation maintenance and development plan to be published to the community to address this need.
4.2 Give support to the retention and expansion of educational facilities in the community.	<ul style="list-style-type: none"> We progressively upgrade and provide community amenities and facilities that cater to the needs of all age groups. This includes recognising particular community group needs that may include adequate medical facilities for local health issues. 	<ul style="list-style-type: none"> We have a clear, published community educational and facilities plan that addresses the community's needs.
4.3 Community engagement	<ul style="list-style-type: none"> Council proactively engages with all elements of its community in order to make decisions that reflect positively on the future of the Shire. 	<ul style="list-style-type: none"> A clear, documented engagement process with set activities that are tracked and reported against on a quarterly basis.
4.4 Give support to Arts, Crafts and Cultural activities and Special Events	<ul style="list-style-type: none"> Maintain the present level of support to Arts & Crafts and Cultural Groups. Encourage the conduct of "Special Events" by community and other groups 	<ul style="list-style-type: none"> We publish a monthly calendar of events and actively invest in the promotion of community activities. The Shire will actively facilitate access to suitable tertiary education services to help meet our community's needs.

Summary:

Council is being requested to approve the installation of a BBQ as shown in picture one at the community centre by the Wickepin Football Club.

Recommendation:

That the Wickepin Football Club be given permission to install a BBQ at the Wickepin Community Centre as per the following design and installation area as shown in the following Picture. With the Wickepin Football Club being responsible for all costs associated with the installation of the BBQ and the BBQ to be kept clean after use by the users of the BBQ.



Voting Requirements:

Simple majority

Resolution No 170413-11

Moved Cr Hinkley / Seconded Cr Russell

That the Wickepin Football Club be given permission to install a BBQ at the Wickepin Community Centre as per the following design and installation area as shown in the following Picture. With the Wickepin Football Club being responsible for all costs associated with the installation of the BBQ and the BBQ to be kept clean after use by the users of the BBQ.



Carried 8/0

4.16pm – ESO Leah Pearson entered the Chambers.

Governance, Audit & Community Services

10.2.09 – Wagin Group of Councils Strategic Waste Regional Landfill Site

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: WAGIN GROUP OF COUNCILS
File Reference:
Author: Mark J Hook, Chief Executive Officer
Disclosure of any Interest: Nil
Date of Report: 11 April 2013

Enclosure / Attachment: MOU Attachment 10.2.09

Parties to MOU

The Wagin Voluntary Group of Councils (WVGC), which comprises the Shire of Cuballing, Shire of Dumbleyung, Shire of Lake Grace, Shire of Narrogin, Town of Narrogin, Shire of Pingelly, Shire of Wagin, Shire of Wandering, Shire of West Arthur, Shire of Wickepin and the Shire of Williams located at: 2 Arthur Road, Wagin WA 6315

AND:

Peter John Dowdell and Heather Mary Dowdell (the Land Owners) located at: 3118 Wandering Narrogin Road, Cuballing WA 6311

Background:

The Wagin Group of Councils last met on the 15th February where a motion was carried that the Group engage a lawyer (Barrister/Solicitor) to draw up an appropriate MOU that is acceptable to both the landowners and Group members for the purchase of land suitable for a regional landfill site, conditional with the relevant approvals. The draft of the MOU has been circulated for comment/modification and all parties' changes have been included in the final document. The document is now offered for signature with a landowner's deadline of 30 days (11th May, 2013) included.

The Wagin Group of Councils Strategic Waste Project Manager has continued to keep the project moving towards fruition.

It is anticipated that within the 2013/14 financial year, the following project milestones will be achieved;

1. Regional Landfill Site selected
2. Negotiations concluded with landowner on costs
3. A legal agreement between member councils drawn up
4. DEC application submitted
5. Firm capital costs established
6. Draft operating procedures created

Comment:

A site suitable for the Groups needs has been sourced. The site will require subdivision and planning approval from the local government concerned. The Groups proposals for the development of the site has been discussed with the DEC at a meeting in Northam and we were issued with a check sheet that the Works Approvals would require completed. The requirements of the DEC appear achievable for the site.

Statutory Environment: Environmental Protection Act 1986
Environmental Protection (Rural landfill) Regulations 1997
Waste Avoidance and Resource recovery Act 2007
Local Government Act 1995

Policy Implications: Nil

Financial Implications:

\$35,000 to be included in the 2013 – 2014 Budget for the purchase of the land for the Regional waste site, plus additional amounts for the start-up costs etc.

Strategic Implications:

This item has long term strategic value to the Wagin Group of Councils and fits within Theme 2 of the Shire of Wickepin Strategic Plan.

Theme 2 – To ensure the Protection and Improvement of the Environment		
A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come		
Goal	Action	Measure
<p>2.2 Investigate and foster actions to deal with waste disposal and recycling issues.</p>	<ul style="list-style-type: none"> • Take action to ensure the successful implementation of waste disposal. • Investigate the options for Waste Rubbish Disposal and establish and support recycling and implement proposals. • Maintain and improve the Wickepin Effluent Disposal system. • Recycle wastewater for use on recreational areas. 	<ul style="list-style-type: none"> • We have a clear, published waste disposal plan monitored annually to ensure compliance.

Summary:

Council is being requested to sign the MOU for the purchase of a suitable site for the Regional Waste Facility and to place an amount of \$35,000 in the 2013/2014 financial year towards the purchase of the land.

Recommendation:

That Council approve and sign the attached MOU for the Strategic Waste Project and place \$35,000 in the 2013/2014 Budget for equal share for future land acquisition from participating Local Governments who have signed the MOU.

Voting Requirements: Absolute Majority

4.32pm – CEO Mark Hook departed the Chambers to arrange a telephone conference with John Case. The meeting continued and items 10.2.10 and 10.2.11 were dealt with whilst the CEO was out of the room. The CEO entered the Chambers at 4.49pm.

4.52pm – A telephone Conference well held between the Councillors and the CEO, and John Case.

4.59pm – The telephone conference was closed.

Resolution No 170413-12**Moved Cr Astbury / Seconded Cr Easton**

That Council approve and sign the attached MOU for the Strategic Waste Project and place \$35,000 in the 2013/2014 Budget for equal share for future land acquisition from participating Local Governments who have signed the MOU.

Carried 8/0

ATTACHMENT 10.2.09**MEMORANDUM OF UNDERSTANDING****Parties to MOU**

The Wagin Voluntary Group of Councils (WVGC), which comprises the Shire of Cuballing, Shire of Dumbleyung, Shire of Lake Grace, Shire of Narrogin, Town of Narrogin, Shire of Pingelly, Shire of Wagin, Shire of Wandering, Shire of West Arthur, Shire of Wickepin and the Shire of Williams located at: 2 Arthur Road, Wagin WA 6315

AND:

Peter John Dowdell and Heather Mary Dowdell (the Land Owners) located at: 3118 Wandering Narrogin Road, Cuballing WA 6311

Purpose

1. The purpose of this Memorandum of Understanding (MOU) is to formalise the agreement of the parties that they have already negotiated in relation to the offer to purchase approximately 75 hectares of land, for a landfill site (the landfill site), identified as part of 23P39761 being part of Lot 23 Nebrikinning Road, Cuballing WA on Plan 39761 and as marked on the Landgate and subdivision images attached (the Land).

Objective

2. The objective of the MOU is to demonstrate in writing through a formal agreement between the parties that WVGC is prepared to offer \$375,000 for the purchase (the purchase) of the Land subject to:
 - a. A Works Approval being obtained from the Department of Environment and Conservation for the construction of the landfill site on the Land;
 - b. The approval for Subdivision/Amalgamation being obtained from the Western Australian Planning Commission;
 - c. Planning and Development Approval for the operation of the landfill site being obtained from the Shire of Cuballing;

Obligations of WVGC**WVGC:**

3. Will be seeking a Department of Environment and Conservation landfill licence for the disposal of putrescible waste which restricts the landfill site to the disposal of Municipal Solid Waste;
4. Agree that landfill site will not be used for the disposal of green waste;
5. Expect the life of the landfill site to be 30-50 years;
6. Acknowledge that any future use of the landfill site will be constrained by the Shire of Cuballing Town Planning Scheme;
7. Will abide by the Department of Environment and Conservation conditions of the Licence and Works Approval for the landfill site;
8. Will erect and/or maintain boundary fences at the landfill site in accordance with the Dividing Fences Act 1961;
9. Will provide a buffer around the landfill site as per the Landfill Licence conditions;
10. Acknowledge that the Site Management Plan will restrict general public from accessing the site;
11. Will hold normal insurance coverage, including public liability, in line with local government contemporary practices;
12. Will initiate the Public Consultation process on the proposal as soon as practicable following the signing of the MOU by all the parties;
13. Will meet all costs relevant to the surveying, subdivision title transfer and purchase, development and fencing of the Land;
14. Will exercise due diligence in a meaningful time frame;
15. Will pay and meet all expenses associated with the above.

Obligations of the Land Owners**The Land Owners:**

16. Accept that significant processes are required to be completed to allow the Land to be used as a landfill site;
17. Will retain the Land for sale to the WVGC for the purpose of a landfill site whilst this MOU remains current;
18. Do by this MOU pledge their right title and interest in the Land so as to create a caveat able interest in the Land for the WVGC.

Mutual Obligations of both parties:

19. They will use their best endeavours and fully collaborate to have the abovementioned approvals in place within 180 days from the date of this MOU, on the basis that this MOU is of no legal effect and cannot achieve legal status unless it is executed by all parties by 11 May 2013;
20. They agree that the progress of the processes required is to be reviewed at the conclusion of that 180 day period;
21. They agree that if at the end of that 180 day period one or more of the abovementioned Works Approval, approval for Subdivision/Amalgamation and Planning/Development approvals has or have been denied, the parties are thereupon discharged from further proceeding with the purchase, except that WVGC is to lodge a withdrawal of any caveat lodged by WVGC against the title to the Land within the ensuing 30 days;
22. They agree that if by the end of that 180 day period none of the abovementioned Works Approval, approval for Subdivision/Amalgamation and Planning/Development approvals have been denied and one or two of those approval processes are still continuing, the parties will extend the process of seeking those approvals by a further 90 days;
23. They agree that if by the end of that 90 day period one or more of the abovementioned Works Approval, approval for Subdivision/Amalgamation and Planning/Development approvals has or have been denied or still not given, the parties are thereupon discharged from further proceeding with the purchase, except that WVGC is to lodge of withdrawal of any caveat lodged by WVGC against the title to the Land within the ensuing 30 days;
24. They agree that if during the said 180 days or during the said further 90 days all required approvals have been obtained, the parties are thereupon to proceed to settlement within the 28 days from the date of the last of those approvals within the relevant period. At settlement WVGC will provide the Land Owners with a bank cheque for \$375,000.00 in exchange for receiving from the Land Owners the duplicate certificate of title for the Land and a registrable transfer of the Land in favour of all the local government councils that comprise WVGC, as tenants in common in equal shares.

This Memorandum of Understanding is dated ____ day of _____, 2013, is executed as a Deed and is witnessed as follows:

The Land Owners:

Peter John Dowdell

Heather Mary Dowdell

Witness

Witness Name & Address

The Wagin Voluntary Group of Councils:

Shire of Cuballing

President

CEO

.....

Shire of Dumbleyung

President

CEO

.....

Shire of Lake Grace

President

CEO

.....

Shire of Narrogin

President

CEO

Town of Narrogin

Mayor

CEO

.....

Shire of Pingelly

President

CEO

.....

Shire of Wagin

President

CEO

.....

Shire of Wandering

President

CEO

.....

Shire of West Arthur

President

CEO

.....

Shire of Wickepin

President

CEO

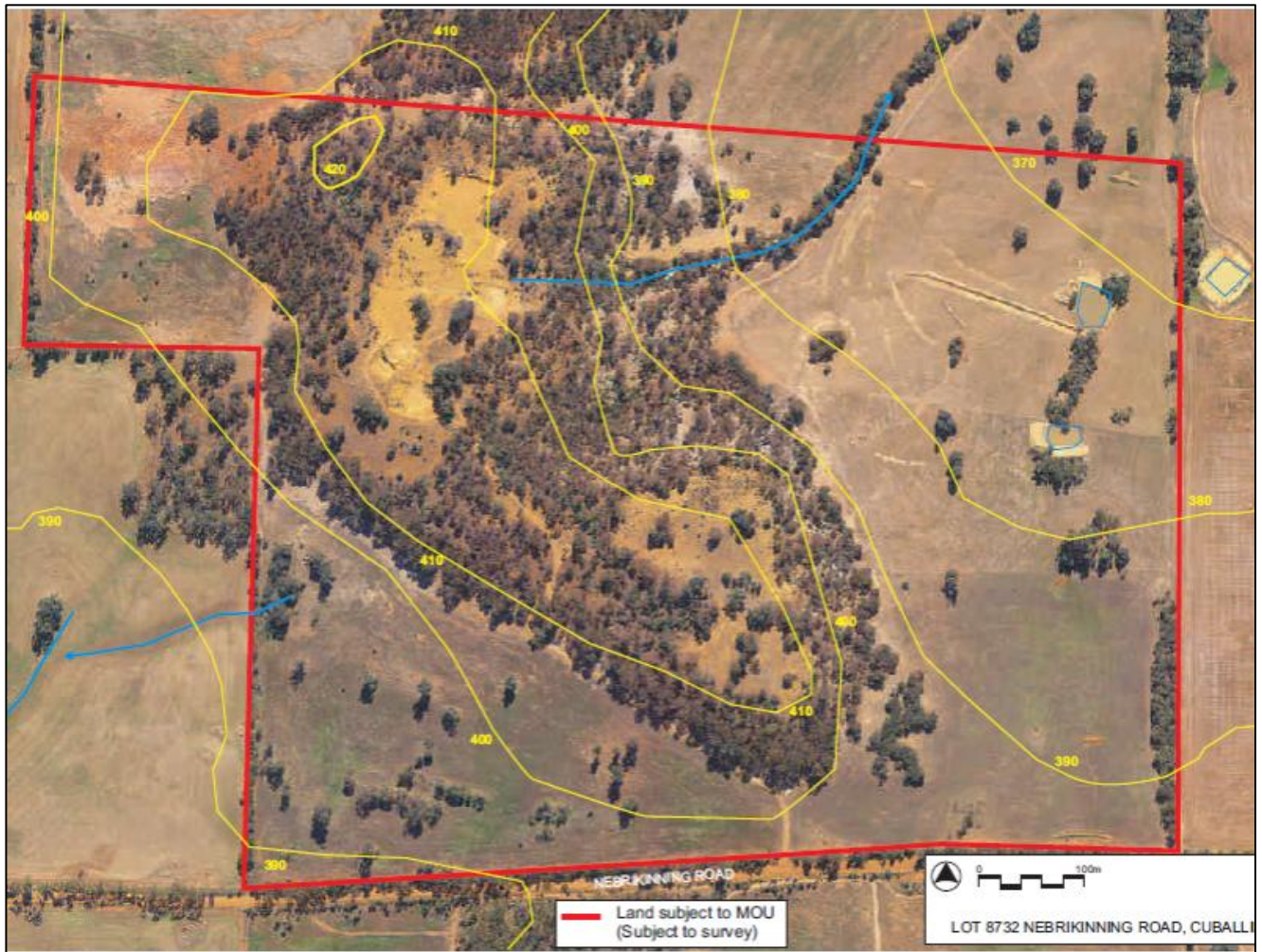
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Shire of Williams

President

CEO

.....



Governance, Audit & Community Services

10.2.10 – Wickepin Community Centre Play Ground

Submission To: Ordinary Council
Location / Address: Whole Shire
Name of Applicant: Annika Miller
File Reference: 311
Author: Mark J Hook, Chief Executive Officer
Disclosure of any Interest: Nil
Date of Report: 10 April 2013

Enclosure / Attachment: Letter from Annika Miller Attachment 10.2.07

Background:

Council has received a request for Doggy Dumpage Bags around the town and the sports oval and for a shade sail over the current playground equipment at the Wickepin Community Centre and Sports Ground.

SHIRE OF WICKEPIN			
DATE RECEIVED:	09-04-2013		
ACTION:	CEO		✓
REPLY:	FINANCE		
INFO BTN	ESO		
AGENDA:	MGR WKS		
PRES/CRS	EHO		
FILE NO:	601	CDO	

5 April 2013

Annika Miller
 PO Box 31
 WICKEPIN WA 6370

Mark Hook
 Shire of Wickepin
 C/- Post Office
 WICKEPIN WA 6370

Dear Mark


RE: WICKEPIN OVAL

I refer to the above mentioned and my recent visit to the oval with my 3 year old daughter and dog. Upon arrival the Shire gardeners were doing a wonderful job marking the oval ready for the winter sports. However we unfortunately discovered many dog droppings all around the playground at the oval. It occurred to me that Wickepin doesn't have any dog litter bags like other shires. I think perhaps if the shire provided the bags at the oval and around The Facey House people might be more encouraged to pick up after their dogs.

Whilst at the oval my daughter played in the playground. As it was in the morning the playground was in full sun and quite unpleasant, has the shire considered shade sails over the playground? Also the sand under the play equipment has become very compacted and not really providing a soft fall area, which can be quite dangerous should a child fall from the highest point of the play equipment. Lastly there was rubbish in the playground, which I realise is difficult to prevent, but I do think if the shire placed permanent rubbish bins around the oval it may help with the rubbish left, which is always a problem on football days.

Wickepin is lucky to have the oval and just think these small improvements could make it even better. I look forward to hearing your thoughts on this.

Yours sincerely



Annika Miller
 0407 881 182

Comment:

The playground mentioned is the one at the side of the main Wickepin Ram Pavilion as shown below;



The play Ground equipment in summer does get reasonably hot and should have a shade sail over it to protect the children while playing in the playground. The Soft Fall sand has been rectified and there are bins at the oval for use all year round.

The cost for shade sails to cover this would be in the vicinity off \$15,000 and would look like the following;



The cost of placing the doggy dumpage bags around the oval and the town park areas would be \$300 per year.

The cost of the following as per the unit shown in this report are;

Doggy Dumpage Disposal Units

Format: In white core flute dispenser
 Bags per Dispenser: 1,000 bags per Dispenser
 Dispensers per Carton: 4 dispensers per carton
 Price: \$19.50 per dispenser + G.S.T. and freight

Minimum order one carton \$85.80 per order of 4,000 bags.



Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

The cost of placing the doggy dumpage bags around the oval and the town park areas would be \$300 per year.

The cost of the following as per the unit shown in this report are;

Doggy Dumpage Disposal Units

Format: In white core flute dispenser
 Bags per Dispenser: 1,000 bags per Dispenser
 Dispensers per Carton: 4 dispensers per carton
 Price: \$19.50 per dispenser + G.S.T. and freight

Minimum order one carton \$85.80 per order of 4,000 bags.

Strategic Implications:**Theme 1 – To Develop and Maintain Quality Services and Infrastructure**

Outcome: A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.

Goal	Action	Measure
1.1 Develop effective assets replacement and maintenance programs	<ul style="list-style-type: none"> Develop and fund a five year program for the provision of footpaths. Develop and fund a ten year plan that will ensure the timely maintenance of Council assets. Provide for the replacement of existing and provision for new community assets as the need arises. 	<ul style="list-style-type: none"> Review, at least annually, the five-year road program for the district. Maintain and review annually an adequately funded reserve fund for the replacement of plant as necessary

Theme 4 – To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities

A healthy, strong and connected community that is actively engaged and involved

Goal	Action	Measure
4.1 Support the development and maintenance of recreational facilities and organisations in the district.	<ul style="list-style-type: none"> Provide regular maintenance and development of recreation facilities. Provide and maintain walk trails for recreation and tourism purposes. 	<ul style="list-style-type: none"> We have adopted a recreation maintenance and development plan to be published to the community to address this need.
4.2 Give support to the retention and expansion of educational facilities in the community.	<ul style="list-style-type: none"> We progressively upgrade and provide community amenities and facilities that cater to the needs of all age groups. This includes recognising particular community group needs that may include adequate medical facilities for local health issues. 	<ul style="list-style-type: none"> We have a clear, published community educational and facilities plan that addresses the community's needs.
4.3 Community engagement	<ul style="list-style-type: none"> Council proactively engages with all elements of its community in order to make decisions that reflect positively on the future of the Shire. 	<ul style="list-style-type: none"> A clear, documented engagement process with set activities that are tracked and reported against on a quarterly basis.

Theme 4 – To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities

A healthy, strong and connected community that is actively engaged and involved

Goal	Action	Measure
4.4 Give support to Arts, Crafts and Cultural activities and Special Events	<ul style="list-style-type: none"> Maintain the present level of support to Arts & Crafts and Cultural Groups. Encourage the conduct of "Special Events" by community and other groups 	<ul style="list-style-type: none"> We publish a monthly calendar of events and actively invest in the promotion of community activities. The Shire will actively facilitate access to suitable tertiary education services to help meet our community's needs.

Summary:

Council is being requested to Budget \$15,000 for shade sails over the Wickepin Sports Ground Play Equipment and to place doggy dumpage bags around the oval at a cost of \$300 per year.

Recommendation:

That Council Budget \$15,000 for shade sails over the Wickepin Sports Ground Play Equipment and place doggy dumpage bags around the oval at a cost of \$300 per year.

Voting Requirements: Simple majority

Resolution No 170413-13

Moved Cr Russell / Seconded Cr Allan

That Council apply to LotteryWest for funding, of the amount of around \$5000, for the shade sails over the Wickepin Sports Ground Play equipment.

Carried 8/0

The resolution differs from the Officers Recommendation as Council felt that funding from an outside source should be obtained, and the amount of the shade sails be changed from \$15,000 to \$5000. Council felt that the doggy dumpage bags should be dealt with as a separate resolution.

Resolution No 170413-14

Moved Cr Coxon / Seconded Cr Allan

That Council place doggy dumpage bags around the Wickepin oval at a cost of \$300 per year.

Carried 7/1

The resolution differs from the Officers Recommendation as Council felt that the doggy dumpage bags should be dealt with as a separate resolution to the shade sails over the Wickepin Sports Ground Play equipment.

Governance, Audit & Community Services

10.2.11 – Wickepin Golf Club Sponsorship

Submission To:	Ordinary Council
Location / Address:	
Name of Applicant:	Wickepin Golf Club
File Reference:	217
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	7 March 2013

Enclosure / Attachment: Nil**Background:**

Council has received a letter from the Wickepin Golf Club requesting Sponsorship for a combined golf day between the Golf Clubs within the Shire of Wickepin being Lake Yealering, Harrismith and Wickepin. The Annual date chosen for this event is Anzac Day as it fits within other Clubs Fixtures.

Comment:

The sponsorship for other Sporting Clubs has normally been set at \$500 per event. Council has previously sponsored the Wickepin Bowling Club Merino Fours event and the Wickepin Tennis Club Shire day.

Statutory Environment: Nil**Policy Implications:** Nil**Financial Implications:**

Requires absolute majority as it has not been budgeted for in the 2012/13 budget allocations.

2012/13 Budget allocations are:

4922 Sporting Group Grants/Contributions		ACTUALS	BUDGET
Contributions to community group projects 2.5%			
Rates \$1,261,474	31,500	27/03/2013	
Toolibin Tennis Club	4,000	0	4,000
Tincurrin Primary School	780	780	780
Wickepin District Sports Club	2,810	2556	2,810
Support Group Children Special Needs	1,222	1168	1,222
Lake Yealering Progress Association	1,535	0	1,535
Masquerade Ball WCRC	500	500	500
Lake Yealering Bowling Club Water	1500	1514	1500
TOTAL		6516	10647

Strategic Implications: Nil**Summary:**

Council is being requested to provide sponsorship to the Wickepin Golf Club for an annual event on Anzac Day between the three Golf Clubs within the Shire of Wickepin being Harrismith, Lake Yealering and Wickepin.

Recommendation:

1. That Council advises the Wickepin Golf Club that Council is able to commit \$500 as sponsorship to an annual event on Anzac Day between the three Golf Clubs within the Shire of Wickepin being Harrismith, Lake Yealering and Wickepin.
2. That Council places an amount of \$500 as annual sponsorship under 4922 Sporting Group Grants/Contributions to the Wickepin Golf Club for the Annual Anzac Event between the Wickepin, Harrismith and Lake Yealering Golf Clubs.

Voting Requirements: Absolute Majority**Resolution No 170413-15****Moved Cr Russell / Seconded Cr Lansdell**

1. That Council advises the Wickepin Golf Club that Council is able to commit \$200 as sponsorship to an annual event on Anzac Day between the three Golf Clubs within the Shire of Wickepin being Harrismith, Lake Yealering and Wickepin.
2. That Council places an amount of \$200 as annual sponsorship under 4922 Sporting Group Grants/Contributions to the Wickepin Golf Club for the Annual Anzac Event between the Wickepin, Harrismith and Lake Yealering Golf Clubs.

Carried 5/3

The resolution differs from the Officers Recommendation as Council felt that the amount of \$500 for sponsorship be changed to \$200.

4.49pm – CEO Mark Hook entered the Chambers.

Governance, Audit & Community Services

10.2.12 – Wickepin Volunteer Resource Centre Sponsorship


Submission To: Ordinary Council
Location / Address:
Name of Applicant: Wickepin Volunteer Resource Centre
File Reference: 217
Author: Mark J Hook, Chief Executive Officer
Disclosure of any Interest: Nil
Date of Report: 8 April 2013

Enclosure / Attachment: Letter from Wickepin Volunteer Resource Centre

Background:

Council has received a letter from the Wickepin Volunteer Resource Centre requesting a grant of \$1,500 for sponsorship for an Emergency Services Dinner to Recognise Current and long serving Fire Control Officers and St John Ambulance Officers in the Shire of Wickepin to be held at the Wickepin Community Centre.

SHIRE OF WICKEPIN	
DATE RECEIVED:	08.04.2013
ACTION:	CEO <input checked="" type="checkbox"/>
REPLY:	FINANCE
INFO BTN	ESO
AGENDA:	MGR WKS
PRES/CRS	EHO
FILE NO:	217 CDO



Wickepin Volunteer Resource Centre
9888 1500
24 Wogolin Road
Wickepin 6370
wickeinvrc@westnet.com.au

4 April 2013

Mr Mark Hook
Chief Executive Officer
Shire of Wickepin
77 Wogolin Road
Wickepin 6370

Dear Mark

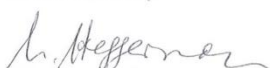
Further to our conversation regarding an Emergency Services dinner to recognise the current and long serving Fire Control Officers and Ambulance officers of the shire, I would like to request some financial assistance from the shire.

To celebrate National Volunteer Week for 2013 the Wickepin VRC is applying for the maximum amount of funding which is available of \$1000 to hold a 2 course meal in the Wickepin Community Centre for around 80-90 people. As discussed we feel to invite partners is important for an occasion such as this so would like to request financial assistance from the shire of \$1500. This will ensure that the event will be memorable for those attending and will demonstrate the respect and gratitude to which we hold these essential volunteers in our community.

We are very aware the shire is often called upon to support community groups and events but feel that this group of volunteers warrant the special attention.

Please don't hesitate to contact should you have any questions.

Yours sincerely



Elizabeth Heffernan
Volunteer Resource Centre Co-ordinator

Comment:

The National Thank a Volunteer Day is an annual event and the Wickepin Volunteer Resource Centre has asked for \$1,000 from the Thank a Volunteer Day committee towards the Emergency Services Dinner.

Volunteers are the backbone of every Community and should be supported where and whenever possible and it is viewed by the author of this report that Council should support the Emergency Services Dinner to Recognise Current and long serving Fire Control Officers and St John Ambulance Officers in the Shire of Wickepin at the Wickepin Community Centre by giving a donation of \$1,500 towards the cost of the dinner.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

Requires absolute majority as it has not been budgeted for in the 2012/13 budget allocations.

2012/13 Budget allocations are:

4922 Sporting Group Grants/Contributions		ACTUALS	BUDGET
Contributions to community group projects 2.5%			
Rates \$1,261,474	31,500	27/03/2013	
Toolibin Tennis Club		0	4,000
Tincurrin Primary School		780	780
Wickepin District Sports Club		2556	2,810
Support Group Children Special Needs		1168	1,222
Lake Yealering Progress Association		0	1,535
Masquerade Ball WCRC		500	500
Lake Yealering Bowling Club Water		1514	1500
Wickepin Resource Centre Ball		500	0
Wickepin Golf Club		500	0
TOTAL		7516	10647

Strategic Implications: Nil

Summary:

Council is being requested to provide sponsorship to the Wickepin Volunteer Resource Centre for an Emergency Services Dinner to Recognise Current and long serving Fire Control Officers and St John Ambulance Officers in the Shire of Wickepin.

Recommendation:

- That Council advises the Wickepin Volunteer Resource Centre that Council is able to commit \$1500 as sponsorship to the Emergency Services Dinner to Recognise Current and long serving Fire Control Officers and St John Ambulance Officers in the Shire of Wickepin.

Voting Requirements: Absolute Majority

Resolution No 170413-16**Moved Cr Coxon / Seconded Cr Hinkley**

1. That Council advises the Wickepin Volunteer Resource Centre that Council is able to commit \$1500 as sponsorship to the Emergency Services Dinner to Recognise Current and long serving Fire Control Officers and St John Ambulance Officers in the Shire of Wickepin.

Carried 8/0

Townscape and Cultural Planning

10.3.01 – Townscape & Cultural Planning Committee Meeting

Recommendations

Submission To:	Townscape and Cultural Planning Committee
Location / Address:	Whole Shire
Name of Applicant:	Townscape and Cultural Planning Committee
File Reference:	
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 April 2013

Enclosure / Attachment: Nil.

Background: Townscape and Cultural Planning Committee Meeting held 10 April 2013.

Comment:

The Townscape and Cultural Planning Committee Meeting was held on Wednesday 10 April 2013 and passed the following Recommendation:

Moved Lee Parker / Seconded Judi Lock

That a seating liquid limestone block be placed at the War Memorial with the following approximate dimensions;

Length: 1.2m
Width: 90cm
Height: 50-60cm.

Carried 6/0

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Not applicable.

Recommendation:

That a seating liquid limestone block be placed at the War Memorial with the following approximate dimensions;

Length: 1.2m
Width: 90cm
Height: 50-60cm.

Voting Requirements: Simple majority

Resolution No 170413-17
Moved Cr Astbury / Seconded Cr Russell

That a seating liquid limestone block be placed at the War Memorial with the following approximate dimensions;

Length: 1.2m
Width: 90cm
Height: 50-60cm.

Carried 8/0

Lifestyle Retirement

10.4.01 – Lifestyle Retirement Committee Meeting Recommendations

Submission To: Lifestyle Retirement Committee
Location / Address: Whole Shire
Name of Applicant: Lifestyle Retirement Committee
File Reference:
Author: Mark J Hook, Chief Executive Officer
Disclosure of any Interest: Nil
Date of Report: 11 April 2013

Enclosure / Attachment: Nil.

Background: Lifestyle Retirement Committee Meeting held 10 April 2013.

Comment:

The Lifestyle Retirement Committee Meeting was held on Wednesday 10 April 2013 and passed the following Recommendation:

Moved Syd Martin / Seconded Murray Lang

That Julie Christenson and Rob Maxwell be invited to the Lifestyle Retirement Committee Meeting.

Carried 6/0

Statutory Environment: Nil.

Policy Implications: Not applicable.

Financial Implications: Nil.

Strategic Implications: Not applicable.

Recommendation:

That Julie Christenson and Rob Maxwell be invited to the Lifestyle Retirement Committee Meeting.

Voting Requirements: Simple majority

11. President's Report

Cr Martin advised of his attendance at the following;

- Public Forum with the following in attendance; Rick Wilson, The Hon. Peter Dutton, The Hon. Kevin Andrews, Senator Dean Smith and Senator Chris Back on Tuesday 9 April 2013. Cr Martin gave an update of the forum.
- Bush Fire Control Officer's AGM on Tuesday 16 April 2013 with Simon Vogel from the Department of Fire and Emergency Services in attendance. Cr Martin gave an update from the meeting; changes to be made to the Bush Fires Act and level of training for Wickepin FCO's.

Cr Martin reminded the Councillors to invite members of the public to attend the Council meetings before the next Local Government Elections.

Council

12. – Chief Executive Officer's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Acting Chief Executive Officer
File Reference:	
Author:	Mark J Hook, Acting Chief Executive Officer
Disclosure of Any Interest:	Nil
Date of Report:	10 April 2013

Dryandra Project Management Meeting Round 2

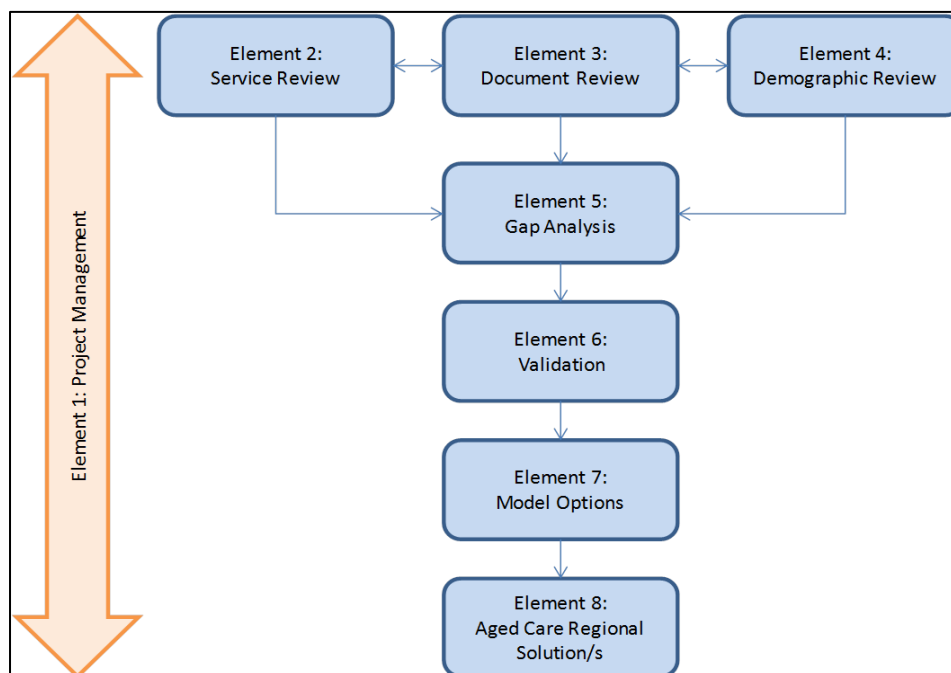
The Chief Executive Officer attended the round 2 meeting of the Wheatbelt Integrated Aged Support and Care Solution/s project where the following items were discussed.

Project Objectives of the Wheatbelt Integrated Aged Support and Care Solution/s project is to develop and assist in the implementation of the Wheatbelt Integrated Aged Care and Support Solutions.

The guiding principles are:

- Principle 1: The importance of place
- Principle 2: Community life
- Principle 3: Community's sense of ownership
- Principle 4: Focus on the Person
- Principle 5: Choice
- Principle 6: Equitable Access
- Principle 7: Practicality
- Principle 8: Viability

Project Plan:



Findings to Date:

The process will identify aged care services, accommodation and governance models suitable for a highly dispersed population. It will build on the region's existing assets and services and will complement and work closely with the Southern Inland Health Initiatives Residential Aged Care and Dementia Investment Program and Primary Health Care Demonstration Program (Primary Health Demonstration Sites).

The WIASCS will also explore each individual community and identify their unique requirements through a needs study, highlighting approaches/models better suited for certain communities.

The 26 local governments involved in the project have been split into their respective Regional Organisational Council groupings to form 6 sub regions. Each sub region will receive a report, which will feed into the overall Wheatbelt Integrated Aged Support and Care Solution/s report.

A committee has been formed in each sub region, consisting of the relevant CEOs to act as a working group during the process and playing the role of conduit between the group and their communities. Shire councillors will be invited to attend the meetings when the project reaches a strategic point at which draft reports will need to be considered and implementation plans agreed too.

An oversight committee has also been established to oversee the project and consists of key stakeholders such as WA Country Health Services (WACHS), WACHS's Southern Inland Health Initiative (SIHI), Regional Development Australia (RDAW) and Medicare Local.

It was evident through the Central East Aged Care Solution/s project that the Aboriginal population was not recognized in the process. For this reason, an Aboriginal Integrated Aged Support and Care Solution/s will also run parallel to the WIASCS process.

Shires will be engaged to ensure the Aboriginal Integrated Aged Support and Care Solution/s targets key and influential individuals to address issues specific to the Aboriginal community.

The power of this integrated planning process will be as a result of community drive, evidence based solutions, alignment to state and federal reforms and the involvement of all key stakeholders at a local, state and federal level.

24 Hour Fuel Facility

The 24 hour fuel facility is starting to progress well. Gilbarco staff members are on site and finalising all the electrical and fuel lines. The fire equipment should be installed by 20 April 2013 and the fence around the tank is being installed in the next couple of weeks.

Telstra are still to install all the necessary phone lines for internet connection etc. The Telstra issue is being managed by Great Southern Fuels.

CAC Building

The roof has been replaced and the ceilings should be installed the week of 9 April 2013.

Facey group should be able to move in once the ceilings are finalised. The area will be cleaned up as soon as all the renovation works are completed. The old chimneys have been removed to under the roof line and will be blocked off in each room.

Wickepin Town Hall

The electrician has commenced the rewiring of the Wickepin Town Hall and will be finished prior to Anzac Day.

Meetings Attended

April 2013	Issues
Wheatbelt Integrated Aged Support And Care Solution/s	Dryandra Sub Regional Meeting.
Doug Cork	Needle Wood.
RRG Lakes Sub Group Meeting	RRG issues.
Liberal Senators	Rick Wilson Liberal Candidate for O'Connor with the Hon. Peter Dutton MP, Shadow Minister for Health and Ageing and The Hon. Kevin Andrews MP, Shadow Minister for Families, Housing and Human Services together with Senator Dean Smith and Senator Chris Back.
Townscape and Cultural Planning Committee Meeting	Townscape issues.
Lifestyle Retirement Committee Meeting	Lifestyle Retirement issues.
Wickepin School Council Meeting	School Council Matters.
Local roads grain freight delivery	Project review.
Yealering Cemetery Opening	Small service to acknowledge the relocation of memorials at the Yealering Cemetery.
Agriculture in crisis	Merredin Regional Community and Leisure Centre.
Bush Fire Control Officer Meeting	End of Season debrief appointment FCO etc.

Delegations

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO			
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO	Renovations to existing house 537 Wedin South Road, Tincurrin WA 6361	March 2013	Wade and Gerri Hinkley
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	UGS Bowling League	26 April 2013	Shirley Elson
A13	Hire of Community Halls / Community Centre	CEO	Rural Community Support Service	11 April 2013	Jo Drayton
			UGS Bowling League	26 April 2013	Shirley Elson
			Wickepin CRC	27 April	Elizabeth Heffernan
			WALGA/Roadwise	30 April 2013	Tony Smith

Recommendations:

That Council endorses the Chief Executive Officers Report dated 10 April 2013.

Voting Requirements: Simple majority

Resolution No 170413-18**Moved Cr Astbury / Seconded Cr Coxon**

That Council endorses the Chief Executive Officers Report dated 10 April 2013.

Carried 8/0**13. Notice of Motions for the Following Meeting****14. Reports & Information****15. Urgent Business****Resolution No 170413-19****Moved Cr Russell / Seconded Cr Astbury**

That council go behind closed doors at this juncture 5.46pm to discuss a matter affecting an employee under *Section 5.23. (2) (a) Local Government Act 1995.*

Carried 8/0

5.46pm – CEO Mark Hook and ESO Leah Pearson departed the Chambers.

Resolution No 170413-20**Moved Cr Russell / Seconded Cr Hinkley**

That Council appoint WALGA to do the 2013 CEO Review.

Carried 8/0**Resolution No 170413-21****Moved Cr Russell / Seconded Cr Easton**

That Council resume the meeting from behind closed doors at this juncture at 6.01pm.

Carried 8/0

6.01pm – CEO Mark Hook and ESO Leah Pearson entered the Chambers.

16. Closure

There being no further business the Presiding Officer declared the meeting closed at 6.02pm.