

SHIRE OF LAKE GRACE



Minutes

Ordinary Council Meeting

24 April 2007

CONTENTS

CONTENTS	2
1.0 OPENING & ANNOUNCEMENT OF VISITORS.....	101
2.0 ATTENDANCE RECORD	101
2.1 PRESENT	101
2.2 APOLOGIES	101
2.3 LEAVE OF ABSENCE PREVIOUSLY GRANTED	101
3.0 PUBLIC QUESTION TIME.....	102
3.1 LAKE GRACE DISTRICT HIGH SCHOOL	102
3.2 MR MALCOLM SMALLACOMBE	103
4.0 APPLICATIONS FOR LEAVE OF ABSENCE.....	109
5.0 MINUTES OF PREVIOUS COUNCIL MEETINGS.....	109
5.1 ORDINARY MEETING – 28 MARCH 2007.....	109
6.0 NOTICES OF URGENT BUSINESS.....	109
7.0 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED	109
8.0 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	109
9.0 MEMBERS’ REPORTS.....	110
9.1 CRS FARRELLY, NEWMAN & ROBERTS	110
9.2 CR WALKER.....	110
9.3 CRS STEWART & ROBERTS	110
10.0 MATTERS FOR CONSIDERATION – WORKS & SERVICES	201
10.1 TENDER 1/2007 - FLOODPLAIN MANAGEMENT STUDY.....	201

11.0 MATTERS FOR CONSIDERATION – TOWN PLANNING	301
11.1 PLANNING APPLICATION – LOT 200 MALEY ST NEWDEGATE (NEWDEGATE ROADHOUSE).....	301
12.0 MATTERS FOR CONSIDERATION – HEALTH & BUILDING	401
12.1 CONTAINER DEPOSIT SYSTEMS FOR WESTERN AUSTRALIA – REQUEST FOR SUPPORT.....	401
13.0 MATTERS FOR CONSIDERATION – FINANCE	501
13.1 ACCOUNTS FOR PAYMENT - MARCH 2007	501
13.2 FINANCIAL STATEMENTS – MARCH 2007	503
13.3 INVESTMENT OF SURPLUS FUNDS.....	505
13.4 DEBT WRITE OFF – JOINT VENTURE TENANCY 40B MALEY ST NEWDEGATE.....	507
13.5 TRANSFER FROM RESERVE – OFFICE COMPUTER CABLING & INFRASTRUCTURE	510
13.6 ALGA NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS – DELEGATES... ..	513
14.0 MATTERS FOR CONSIDERATION – ADMINISTRATION	601
14.1 BUSHFIRE ADVISORY COMMITTEE – ANNUAL GENERAL MEETING	601
14.2 NEWDEGATE RAILWAY STATION AND GOODS SHED – LICENCE AGREEMENT	605
14.3 NEWDEGATE GYMNASTICS CLUB – MEMORANDUM OF UNDERSTANDING FOR USE OF NEWDEGATE TOWN HALL.....	607
14.4 HERITAGE PLANNING AND MANAGEMENT SEMINAR	609
14.5 WHEATBELT REGIONAL DEVELOPMENT SCHEME – GRANT AGREEMENT	611
14.6 ROE DISTRICT ‘BE ACTIVE’ SCHEME	613
14.7 LAKE GRACE CENTENARY CELEBRATIONS	616
15.0 URGENT BUSINESS BY DECISION OF THE MEETING	701
16.0 SCHEDULING OF MEETING	701
16.1 MAY 2007 ORDINARY MEETING	701
17.0 CONFIDENTIAL BUSINESS – AS PER LOCAL GOVERNMENT ACT S.5.23 (2)	701
18.0 CLOSURE	701
19.0 CERTIFICATION	701

SHIRE OF LAKE GRACE

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD AT THE LAKE GRACE SPORTSMANS CLUB, STUBBS ST LAKE GRACE, ON TUESDAY, 24 APRIL 2007.

1.0 OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson (President) opened the meeting at 1.30 pm.

2.0 ATTENDANCE RECORD

2.1 PRESENT

Cr G.E.J. Roberts	Shire President
Cr A.J. Walker	Deputy Shire President
Cr. H.R. Bennett	
Cr I.G. Chamberlain	
Cr O.P. Farrelly	
Cr W.A. Newman	
Cr D.P Sinclair	
Cr D.M.McL. Stewart	
Cr R.P. Taylor	
Mr C.G. Jackson	Chief Executive Officer
Ms L.I. McIlree	Manager Corporate Services
Mr J. Fraser	Manager Community Services
Mr G. Brigg	Manager of Works
Mrs J. Bennett	Executive Assistant
Ms Delva Russell	Acting Principal Lake Grace DHS

2.2 APOLOGIES

None.

2.3 LEAVE OF ABSENCE PREVIOUSLY GRANTED

None.

3.0 PUBLIC QUESTION TIME

3.1 LAKE GRACE DISTRICT HIGH SCHOOL

Ms Delva Russell, Acting Principal, Lake Grace District High School attended the meeting to express thanks to the Shire on behalf of the school for assistance with student community service requirements and for provision of Council's employee, Mr Wayne Trawinski to deliver manual arts instruction during Term Two of the current school year (refer Item 14.4 March 2007 Minutes). The current desperate situation with specialist teacher shortages has forced schools to look at alternatives to deliver courses and it is hoped that next year there will be no need to request assistance from the Shire.

In relation to the students and community service, it is now a requirement that students participate in community service activities and Ms Russell appreciates the time staff have spent in liaising with school staff to provide students with worthwhile and relevant community service activities. During first term students assisted with a population survey, AIM Museum cataloguing and setting up for special events.

With regard to the lack of a Design & Technology teacher Ms Russell explained that student numbers submitted to the Department last year were overestimated with the result that one staff member was diverted during February and the Design and Technology section was not staffed. To overcome the situation and to provide the high school students with Design & Technology classes PCAP (Priority Country Area Program) funding allocated to the school has been used to have a certified tradesman deliver classes.

Ms Russell commented on the very good relationship that the Shire has in working together with the school, evident through the combined school and community library activities, and working as a team for the benefit of the whole community – the school could not survive without the Shire and the community could not survive without the school. The school has ensured that the community is aware of Council's assistance through the school newsletter and a recent radio interview.

The Shire President thanked Ms Russell for coming along to the meeting and that Council wishes to continue the good relationship. It is however with reluctance that Council has allowed Mr Trawinski to provide the D&T lessons for the school and Council will be following up with the Government the unacceptability of the situation.

1.42pm Ms Russell left the meeting.

3.2 MR MALCOLM SMALLACOMBE

Mr Smallacombe attended the 28 March 2007 Ordinary Meeting held at Varley and asked a series of questions. A formal reply was subsequently forwarded to Mr Smallacombe with the following replies (shown in bold italics):

Question 1: At last year's Cultural Planning workshop Mr Smallacombe had raised the issue of filling the potholes in the road near the Varley CBH bin site and the lack of roadside signage. To date no action has been taken and the community have grave concerns should a dangerous situation occur with road trains.

Reply: The signage budget for the 2006/07 financial year has been over expended due to Council's participation in the Rural Street Addressing Project. The Project has, as its genesis, the need to improve rural addresses to assist Emergency Service personnel in locating properties during emergency situations.

Staff will be recommending an allocation of \$50,000 in the 2007/08 budget to improve safety information and normal road signage throughout the Shire.

Question 2: At the Annual Electors Meeting held in Varley in October 2006, Mr Smallacombe had queried whether there are any 'road closed' signs available that could be kept in Varley to close the 20km section of Carstairs Road regularly being used as an access road to the Kondinin mine site when roads in the Kondinin Shire are closed following rain. To date no action has been taken.

Reply: Whilst the advantages of storing signage in Varley is acknowledged, to ensure Councils duty of care, it will be necessary to provide training for the local representative. Senior staff will be in contact with you to arrange a suitable time with you to complete the training module.

Question 3: Recently the Shire had carried out a house inspection to one of its Varley Joint Venture properties without notice to the tenant which is in breach of the Residential Tenancies Act.

The incumbent Officer responsible for housing inspections has advised that all tenants were notified of the inspections in writing which is our standard procedure. The system also complies with the requirements of the Residential Tenancies Act.

Question 4: Varley Hall ceiling – prior to the February 2007 Council meeting, Mr Smallacombe had notified the Shire that there was part of the ceiling

hanging down and that an outside light fitting was missing. To date no onsite action has been taken.

Members of staff have carried out an inspection of the Varley Hall. Asbestos products have been used in the construction of the hall and as a result the area will be screened off. It is extremely doubtful that any remedial work will be carried out this financial year.

Question 5: In August 2006 there was rumour that certain roadworks had a cost over run of \$120,000.00. To date this significant cost blow out has not been minuted at a Council Meeting.

Reply: There has not been a formal assessment of the costings associated with the work on Fitzgerald Road due in part to staffing issues. The recently appointed Manager of Works Mr Glenn Brigg has been made aware of the issue and will undertake the assessment as part of the budget review process.

Question 6: Recently there was further speculation of a further road works cost blow out of \$40,000 in the district. Mr Smallacombe commented that perhaps Council should look into it.

Reply: Senior Staff are currently assessing the costings for work on Mt Sheridan Road. Early indications include:

- 1. There maybe issues with the original cost estimates compared to the actual works carried out due in part to the adoption of road categories, e.g. class 1, 2 and 3 roads have different specification levels.***
- 2. The length of road cleared was approximately one kilometre more, i.e. 6 kilometres cleared in lieu of 5 kilometres.***
- 3. Additional width clearing was carried out.***

The loss of our then Manager of Works had a profound effect on our operations.

Question 7: Medical Service to Varley – the community are suffering with the lack of medical services to Varley. The monthly RFDS Clinic has been cancelled for 5 out of the last 6 months. Following contact with both Federal and State politicians, Hon Wilson Tuckey and Dr Graham Jacobs, the RFDS clinic was in Varley today with 14 attendees. Despite being budgeted for the weekly nursing service out of Ravensthorpe is not being provided regularly with the last service occurrence in January 2007.

Reply: The Shire President Cr Darcy Roberts raised several health issues at a WALGA Country Zone Meeting held at Cuballing on Friday 30th March 2007 with Ms Alison Cooke, the Wheatbelt Regional Director. Ms Cooke agreed to visit Varley to discuss issues of concern with the local community.

In the meantime the issues raised by you will also be raised with the Goldfields Health Services.

Question 8: Varley Water Truck – a replacement water nozzle took five months to be actioned.

Enquiries indicate that initially the water nozzle was able to be repaired however subsequently this was not the case. This caused a delay in the ordering of a new nozzle. There was an unacceptable delay in getting the nozzle from Lake Grace to Varley which is acknowledged.

Question 9: At last month's Council Meeting, Council approved expenditure for an unbudgeted new phone system for the new shire offices catering for 24 extensions; the old system had 12 extensions. Does the Council have benchmarking with other similar sized Councils re equivalents with inside and outside staff? Mr Smallacombe commented that the Shire currently has 14 internal and 12 external staff and requested information on staff numbers from 31 March 2000 to 31 March 2007.

At the present time Council does not have benchmarking in any areas of its operations. A recent Systemic Sustainability Study into local government in Western Australia recommends the adoption of benchmarking to allow comparisons as suggested by you. Council will be pursuing this goal in its future planning.

It is difficult to compare eras as the staff situation and structures alter with the differing emphasises of the Councillors and staff. The recent emphasis on 'Community Development' has resulted in the creation of a new position, Manager Community Services. Previously Council employed a full time Health/Building Surveyor however due to recruitment and other difficulties part time officers are now employed. The provision of Town Planning services has also reduced from a full time position to a contractual arrangement.

Attached to the reply was a copy of the current staffing structure and details from the 2001/2002 budget document.

Mr Smallacombe responded to the reply, fax received 22 April 2007 with further questions and the request that they be tabled during Public Question time as he was unable to be present at the meeting. The questions with responses shown in bold italics are as follows:

Question 1 (from last Meeting re signs)

Is the amount for signage as suggested in the Council letter going to be approved during the budget process and if so are some of the funds going to be allocated to correcting the issues re signs in Varley.

Reply: The amounts will be included in the 2007/08 budget and will require endorsement by Council. The funds will be utilised throughout the whole of the Shire. It is not possible to be more specific at this stage of the 2007/08 budget process.

Question 2 (from last Meeting re road closure during wet weather)
What is the time frame proposed by council for this to occur?

Reply: The Manager of Works will complete the training by 31 May 2007.

Question 3 (from last Meeting re property inspections)
If the Shire did give notice to the tenant then it was clearly not received by the tenant. Also this property has been waiting for a glass door to be replaced which broke while the tenant was away approximately 7 weeks ago and the Council has been advised of a water leak at the property which also has received no attention by Council.

Reply: Attached is a copy of the correspondence sent to all tenants. The Senior Administration Officer has ordered the replacement glass from a contractor in Narrogin. The contractor will advise when he is able to carry out the work. The water leak has also been reported to the local plumber.

Question 4 (from last Meeting re Varley Hall)
I find the reply totally unacceptable.
Is it an insurance claim or not?
If no or yes, then I would like to receive a detailed plan of actions and timeframe for the correction of the situation with the Varley Hall so it can be used by our community.
I also understand halls costs can not be prescribed rated.

Reply: Council's Insurance Consultant, Mr Tim Stevens has advised that the damage should be covered by insurance. Staff will prepare an estimate and complete the insurance claim as soon as possible. There are obvious issues with the handling and disposal of asbestos. For your information capital works on halls are funded from general revenue with maintenance and operational items being funded through the specified area rate system.

Question 5/6 (from last Meeting re roadworks)
My question related to:

- a) \$120,000 Fitzgerald Road
- b) \$40,000 Varley South Road

Your reply refers to Fitzgerald Road and Mount Sheridan Road so I gather we now have three (3) or more roads over budget.

So perhaps:

- 1) \$120,000? Fitzgerald Road
- 2) \$40,000? Mount Sheridan Road
- 3) \$100,000? Varley South Road
- 4) \$??? Old Ravensthorpe Road
- 5) \$???

Reply 1

In the reply received it was mentioned - different specification level, surely the road specification are worked out during the budget costing process and not when the work is carried out.

Reply 2

The length of road cleared was longer by 1 kilometre. Surely somebody has to approve this extra work and ensure it is budgeted for. So who gave the approval for the extra 1 kilometre not in the original costing?

Reply 3

Then who approved the extra clearing not in the original works budget costing.

New Question

I would like to now refer to the Shire Alliance Programme and ask: where is the Shire of Lake Grace in terms of entering into an alliance situation?

During the Alliance assessment process, what effect has the alliance had on the roadwork's programme output, versus costs, versus budget?

Reply: The question will need to be taken on notice to allow staff to fully research the matter.

Question 7 (from last Meeting re Varley Health Services)

Are you in a position to advise the date of the meeting as we will need time to advise our community and we need to try and avoid this meeting being held during seeding.

Can I also suggest the Shire allocate some monies in the budget 2007/08 for Varley Health Services as a precautionary measure?

Reply: Staff have not followed up a meeting date at this time. The matter of a budget allocation for Varley Health Services can be followed up.

Question 8 (from the last Meeting re Varley fire truck nozzle)

Thank you for the new fire nozzle, it arrived on night road on the Friday after the Council Meeting direct from the supplier. Thank you.

Can I also suggest that Council arrange for the Fire Truck and equipment to be fully serviced during winter and also put an allocation in the budget for some more suction hose and fitting please?

Reply: Suggestion noted.

Question 9 (from last Meeting re staff numbers and benchmarking)

Thank you for the current staff reporting chart however my question was the numbers of office staff inside and the number of staff outside which was not addressed in the answer.

In regard to benchmarking it is my strong belief that benchmarking is good for all businesses.

Reply: There are seven fulltime, three 0.8FTE's and one 0.5 FTE inside staff. Health and Building Services equate to 0.2 FTE.

In the recreation area there is a pool manager, one 0.65FTE and two casual staff to deliver specific programmes.

There are 20 outside employees including mechanical, gardening and building tradesmen. Council also employs three apprentices.

NEW QUESTIONS FOR COUNCIL

In the Agenda papers for Council Meeting 24 April 2007.

Page 505: Comment

Loan reinvested in March 2007 \$1,600,000 six months: expiry 2 May 2007 does not add up to me.

Reply: The reserve funds were re-invested on 2 February 2007 for three (3) moths expiring on 2 May 2007.

Page 507: Debt Write Off

This issue raises questions to me.

1. If this action is approved, does it set a precedent for other tenants?
2. Does the Shire have any other tenants in arrears? If so has appropriate action been regularly conducted to bring these into line with agreements?
3. What is the Council Policy regarding collecting Bonds and Rents in advance prior to handing keys over?
4. Should the Council adopt a policy in the tenants agreement that the bond is automatically forfeited if there is any rent arrears?

Reply:

1. **No. Every situation is assessed by staff and where required is presented to Council for a decision.**
2. **Yes the Shire does have other tenants in arrears and appropriate action is being taken to address this matter.**
3. **A copy of Councils policy is attached.**

4.0 APPLICATIONS FOR LEAVE OF ABSENCE

None.

5.0 MINUTES OF PREVIOUS COUNCIL MEETINGS

5.1 ORDINARY MEETING – 28 MARCH 2007

Resolution

MOTION 10387

Moved Cr Newman
Seconded Cr Taylor

That the minutes of the Ordinary Meeting of Council held on the 28 March 2007 be confirmed as a true and accurate record.

MOTION CARRIED 9/0

6.0 NOTICES OF URGENT BUSINESS

None.

7.0 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED

None.

8.0 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

None.

9.0 MEMBERS' REPORTS

9.1 CRS FARRELLY, NEWMAN & ROBERTS

Councillors reported on the WALGA Sustainability Forum held in Perth last Friday 20 April 2007. The Chief Executive Officer and Manager Community Services also attended the Forum.

Cr Newman gave a brief outline of the days speakers and events. Comments in brief from all Councillors who attended included:

- Worthwhile conference to attend
- Second half of the day was interesting
- Sustainability is more than dollars
- Reported that 82 out of the 144 WA local governments are not sustainable

The WA Local Government Association SSS Taskforce Bulletin Issue No 6 contains a report on the forum. Copies of the Bulletin will be handed out following the meeting.

9.2 CR WALKER

Cr Walker reported attendance on a recent Zone Control Authority Field Trip to Esperance. No formal meeting was held due to lack of a quorum. A report will be available in the May Information Bulletin.

The Field Trip included an onsite look at the starling eradication program near Esperance, a tour of the Port and visiting a new section of the Norseman Lake King Road.

9.3 CRS STEWART & ROBERTS

Crs Stewart and Roberts gave an update on the wild dog situation in the eastern end of the Shire, the dogger program is working well. When phoning in dog sightings it is vitally important that these calls are made to the Merredin office so that the calls can be logged and sightings recorded properly. At this point people are phoning the dogger direct and sightings are not being recorded properly which is detrimental to the program continuing.

10.0 MATTERS FOR CONSIDERATION – WORKS & SERVICES

10.1 TENDER 1/2007 - FLOODPLAIN MANAGEMENT STUDY

Applicant: Manager Community Services
File No. 0553
Attachments: CBH correspondence
Author: Mr Jim Fraser
 Acting Chief Executive Officer
Disclosure of Interest: Nil
Date of Report: 18 April 2007
Senior Officer: Mr Jim Fraser
 Acting Chief Executive Officer

Summary

This report recommends the non acceptance of tenders for the Floodplain Management Study.

Background

Council, at its Ordinary Meeting held on 28 March 2007 resolved in part that Council:

Request a financial contribution from Co-operative Bulk Handling Ltd of \$34,000 on the basis that their facility is integral to the development of a Flood Mitigation programme for Lake Grace.

Following an approach to CBH they have advised that they are unable to commit to the funding of outside studies. The matter will be re-assessed at a later date (refer attached correspondence).

The funding available to Council is again summarised for information:

State Grant	\$38,000.00
Federal Grant	\$38,000.00
Main Roads WA	<u>\$ 6,000.00</u>
	<u>\$82,000.00</u>

The 2006/07 budget also contains a nett allocation of \$100,000.00 at Account E121215 for on-ground works. Whilst this funding could be utilised to fund the proposed study, staff do not recommend this course of action.

Correspondence has also been forwarded to Main Roads Western Australia requesting an increase in their contribution but there has been no reply to date.

Comment

Tenders were received from:

- Cardno BSD Pty Ltd
- GHD Pty Ltd
- Sinclair Knight Merz
- Kellogg Brown & Root Pty Ltd

Staff sought a meeting with Mr Peter Muirden from the Department of Water however he was unavailable. Mr Mark Pridham from the Department of Agriculture and Food is on annual leave.

It is evident that there will be a shortfall in funds to allow acceptance of a tender at this stage. With the passage of time particularly in the prevailing conditions it is now more than likely that tenderers would expect an opportunity to review their rates and methodology. Under the circumstances it is therefore recommended that no tender be accepted.

There are several future actions available to Council. The Department of Water will be requested to review the project brief and specifications, however, it will be important to ensure that a suitable result is obtained. Whilst it is unlikely that the State Government will increase their grant, no contact has been made with the Federal Government funding agency. Staff will continue to liaise with Mr Mark Pridham in relation to the Rural Towns - Liquid Assets programme.

Of concern to the author is the decision of CBH not to assist Council with funding for an overall flood mitigation plan. There is no doubt that the proposed CBH upgrade has the capacity to impact on the townsite and infrastructure of other Agencies should their preferred method of control be other than controlling and storing the water on site. There is anecdotal evidence of the impact their current facilities have and extra run-off may exacerbate the situation.

Staff will continue to liaise with all parties in an endeavour to ensure the Floodplain Management Plan is funded.

Legal Implications

Tenders were invited in accordance with the Local Government (Functions and General) Regulations 1996 (as amended).

Policy Implications

N/A

Community Consultation

There has not been any formal community consultation.

Financial Implications

Staff will continue to pursue funding for the study project.

Strategic Implications

The proposed Floodplain Management Study when completed will become an important strategic document.

Cultural Implications

N/A

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 10388

Moved Cr Chamberlain
Seconded Cr Walker

That no tenders for Tender 1/2007 Floodplain Management Study be accepted and the tenderers be advised accordingly.

MOTION CARRIED 9/0

11.0 MATTERS FOR CONSIDERATION – TOWN PLANNING**11.1 PLANNING APPLICATION – LOT 200 MALEY ST NEWDEGATE (NEWDEGATE ROADHOUSE)**

Applicant: Mr Scott Hackford
File No. 0455
Attachments: Plans 1 to 4
Author: Mr Joe Douglas
Consultant Planner
Disclosure of Interest: Nil
Date of Report: 18 April 2007
Senior Officer: Mr Jim Fraser
Chief Executive Officer

Summary

This report provides details and recommendations in respect of an application for Council's planning consent submitted by Mr Scott M Hackford to construct a new colorbond / steel framed shed and attached carport on the western side of the existing Newdegate Roadhouse on Lot 200 (No.8) Maley Street, Newdegate.

Background

The application seeks Council's planning approval to construct a new 9 metre long, 6 metre wide and 3.28 metre high (2.7 metre wall height) colorbond shed with an attached 9 metre long and 3 metre wide carport on the western side of the Newdegate Roadhouse located on Lot 200 (No.8) Maley Street, Newdegate. The applicant has stated that the purpose of the structures is to store domestic household items and park a private vehicle and trailer associated with the existing residential/caretakers dwelling component of the existing roadhouse facility (see Plans 1 to 4).

Under the terms of the development plan submitted in support of the application (i.e. Plan 3) and confirmed by Planning Enterprises in a telephone discussion with the applicant, the structure is proposed to be setback approximately one (1) metre from the subject land's northern boundary.

Comment

Lot 200 is located centrally within the Newdegate townsite with direct frontage to Maley Street. The land comprises a total area of approximately 1,378m² and has been extensively developed for the purposes of a roadhouse and associated caretakers dwelling.

Lot 200 is currently classified 'Town Centre' zone in the Shire of Lake Grace Town Planning Scheme No.3 (TPS 3) and is proposed to retain a similar classification in the Shire's proposed new Local Planning Strategy and Town Planning Scheme No.4 (TPS 4) (i.e. 'Commercial' zone).

Under the terms of the land's current zoning classification in TPS No.3 the construction of outbuildings (i.e. garage, shed etc.) ancillary to the existing residential component of the Newdegate Roadhouse is permissible subject to compliance with the relevant standards and requirements laid down in TPS No.3.

Given that the proposed new shed and attached carport will be constructed in a position behind the roadhouse's existing Maley Street building façade and are intended to have an external facade finish in Colorbond "classic cream" it is considered that the proposed structures will not have a detrimental impact on the Maley Street streetscape.

Furthermore, given that Lot 200 is currently surrounded by land specifically identified and used for truck parking purposes it is considered that the proposed shed and attached carport will not have a detrimental impact on the general amenity of the immediate locality.

As the proposed shed and attached carport structure are ancillary to the existing, residential component of the Newdegate Roadhouse, Council is required to also consider the proposal in the context of the Residential Design Codes of Western Australia, specifically Clause 3.10.1. Clause 3.10.1 generally requires outbuildings not to exceed a total of 60m² in area or 10% of the land area (whichever is the lesser) and to ensure that wall heights do not exceed 2.4 metres. The outbuilding proposed by the applicant requests approval for a total floor area of 81m² (i.e. 5.8% of the land area) and a wall height of 2.7 metres.

In considering the application Council should note that clause 3.10.1P1 of the Residential Design Codes affords the Council discretion to approve a residential outbuilding that is greater than 60m² in area or with a wall height greater than 2.4 metres if it is satisfied that the outbuilding will not detract from the streetscape or the visual amenity of residents or neighbouring properties. For the reasons identified previously in this report it is concluded that the proposed shed and attached carport will not detract from the streetscape or the visual amenity of neighbouring properties.

Conclusion

It is concluded from an assessment of the application in the context of the Shire's current Town Planning Scheme No.3, proposed Town Planning Scheme No.4 and the Residential Design Codes of Western Australia that the proposal to construct a new shed and attached carport along the western side of the existing Newdegate Roadhouse on Lot 200 (No.8) Maley Street, Newdegate is capable of being implemented in a proper and orderly manner subject to compliance with a number of conditions to ensure that the proposed development proceeds in accordance with the details of the plans submitted in support of the application and does not have a negative impact upon the general amenity, character, functionality and safety of the immediate locality.

In making a final determination on the application it is recommended that Council consider imposing a number of conditions on any approval issued to address the following matters:

- The need to ensure the preparation and submission of satisfactory building plans to the Shire for the issuance of a building license prior to construction of the proposed shed;
- The need to ensure that the proposed shed is not used for any purposes other than those permitted under the current operative Town Planning Scheme and/or specifically approved by Council;
- The need to ensure that the proposed shed is erected in a manner consistent with the details of the application in relation to its location, height, finish and general appearance;
- The need to ensure that the proposed shed is located on Lot 200 so as to have an adequate setback from all boundaries; and
- The need to ensure adequate management of on-site stormwater drainage.

Legal Implications

Planning and Development Act 2005 (as amended)

Shire of Lake Grace Town Planning Scheme No.3

Proposed Shire of Lake Grace Town Planning Scheme No.4

Residential Design Codes of Western Australia

Policy Implications

Nil.

Community Consultation

Not required.

Financial Implications

Nil.

Strategic Implications

Nil.

Cultural Implications

N/A

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 10389

Moved Cr Newman
Seconded Cr Bennett

That Council approve the application for planning consent submitted by Mr Scott M Hackford to construct a new colorbond / steel framed shed and attached carport on the western side of the existing Newdegate Roadhouse located on Lot 200 (No.8) Maley Street, Newdegate subject to compliance with the following conditions:

1. Completion of all development within two (2) years of the date of Council's issuance of planning consent.
2. A satisfactory building licence application and plans being submitted to and approved by the Shire.
3. The proposed shed and attached carport shall only be used for domestic storage purposes and the garaging of private motor vehicles unless otherwise approved by Council.
4. The proposed shed and attached carport shall have a minimum setback of one (1) metre from the northern boundary of Lot 200 Maley Street, Newdegate.
5. The proposed shed and attached carport shall have a maximum wall height of 2.7 metres as per the details of the plans submitted in support of the application.
6. All stormwater drainage shall be managed to the specifications and satisfaction of the Shire.

MOTION CARRIED 9/0

12.0 MATTERS FOR CONSIDERATION – HEALTH & BUILDING

12.1 CONTAINER DEPOSIT SYSTEMS FOR WESTERN AUSTRALIA – REQUEST FOR SUPPORT

Applicant: Environmental Health Officer
File No. 0521
Attachments: CCWA correspondence
 WALGA Policy Statement
Author: Mr Maurice Walsh
 Environmental Health Officer
Disclosure of Interest: Nil
Date of Report: 16th April 2007
Senior Officer: Mr Jim Fraser
 Acting Chief Executive Officer

Summary

The Conservation Council of Western Australia (CCWA) calls for the introduction of a Container Deposit System and is seeking Council's support on its Statement of Position on Container Deposit Systems for Western Australia.

Background

The Conservation Council of Western Australia (CCWA) is a member of the Boomerang Alliance which is comprised of environmental groups and Local Government.

The group is committed to working towards zero waste and is currently gathering support from local governments to support its position on the introduction of Container Deposit Systems (CDS) in Western Australia.

The CCWA believes in the implementation of mechanisms that facilitate Extended Producer Responsibility (EPR) which is designed to redirect the cost burden of managing the waste stream from local government and ratepayers to those industries and consumers that are responsible for the production of waste and litter in the first place.

In December 2006, WALGA adopted a Container Deposit System Policy Statement which was prepared by the Municipal Waste Advisory Council. The Municipal Waste Advisory Council is a standing committee of the WA Local Government Association with delegated authority to represent the Association in all matters relating to solid waste management. A copy of the Policy Statement is attached.

The WA State Government has released a draft bill to improve the way waste and resources are managed in Western Australia.

The Waste Avoidance and Resource Recovery (WARR) Bill is a positive step forward towards the State Government's vision of zero waste, establishing powers for the state to introduce EPR Schemes and holding polluters responsible for the costs and collection of the waste that their industries create. This legislation has the potential to allow for the introduction of a Container Deposit System in Western Australia similar to what has already been operating in South Australia for many years.

Boomerang Alliance commissioned a Newspoll survey in 2006 which showed that 94% of Western Australians were in favour of the introduction of a container deposit system (CDS).

However, although CDS has received strong support within the WA Government a number of companies within the food and grocery industry such as Coca Cola, Fosters and Cadbury Schweppes strongly oppose the introduction of CDS.

Comment

The Conservation Council of Western Australia (CCWA) and the Boomerang Alliance are requesting Council's support to help convince the WA Government to resist the lobbying of these companies by carrying out the following:

1. Passing the Waste Avoidance and Resource Recovery Bill; and
2. Make Extended Producer Responsibility a cornerstone of waste policy in Western Australia, and
3. Introduce a Container Deposit System (CDS) to improve the states resource recovery and waste avoidance.

The introduction of a CDS for Western Australia is currently supported by agencies as outlined in the attached correspondence.

Legal Implications

Nil

Policy Implications

Nil

Community Consultation

There has not been any specific community consultation in the Shire of Lake Grace, however there has been reference to CDS in the media.

Financial Implications

N/A

Strategic Implications

N/A

Cultural Implications

N/A

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 10390

Moved Cr Farrelly

Seconded Cr Taylor

That:

1. Council advise the Conservation Council of Western Australia that it supports its Statement of Position on Container Deposit Systems for Western Australia and endorses the CCWA to call on the WA Government to:
 - (i) Pass the Waste Avoidance and Resource Recovery Bill;
 - (ii) Make Extended Producer Responsibility a cornerstone of waste policy in Western Australia, and
 - (iii) Introduce a Container Deposit System (CDS) to improve the State's resource recovery and waste avoidance.

2. Provide a copy of the Shire of Lake Grace's logo to CCWA for inclusion in the list of supporters of CDS in Western Australia.

MOTION CARRIED 9/0

13.0 MATTERS FOR CONSIDERATION – FINANCE

13.1 ACCOUNTS FOR PAYMENT - MARCH 2007

Applicant: Shire of Lake Grace
File No. 0277
Attachments: List of Creditors
Author: Miss Rysha Bird
Finance Officer
Disclosure of Interest: Nil
Date of Report: 16 April 2007
Senior Officer: Mr Jim Fraser
Acting Chief Executive Officer

Summary

For Council to ratify expenditures incurred for the month of March 2007.

Background

List of invoices paid for the month of March 2007 through the Municipal Account is attached.

Comment

In accordance with the requirements of the Local Government Act 1995, a list of creditors is to be completed for each month showing:

- (a) The payee's name
- (b) The amount of the payment
- (c) Sufficient information to identify the transaction
- (d) The date of payment

The attached list meets the requirements of the Financial Regulations.

Legal Implications

Local Government (Financial Management) Regulations 1996 – Reg 12
Local Government (Financial Management) Regulations 1996 – Reg 13

Policy Implications

N/A

Community Consultation

N/A

Financial Implications

The list of creditors paid for the month of March 2007 from the Municipal Account amounts to \$711,568.79.

Strategic Implications

N/A

Cultural Implications

N/A

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 10391

Moved Cr Walker
Seconded Cr Newman

That Municipal Account cheques 32456 to 32497, Electronic Funds Transfers EFT2610 to EFT2714 and direct debits to the Municipal Accounts totalling \$711,568.79 having been checked and certified in accordance with the Financial Management Regulation 12, be confirmed, and passed for payment against the respective accounts as shown on the summary of Accounts for Payment schedule.

MOTION CARRIED 9/0

13.2 FINANCIAL STATEMENTS – MARCH 2007

Applicant: Shire of Lake Grace
File No. 0275
Attachments: Financial Reports
Author: Ms Leonie McIlree
Manager Corporate Services
Disclosure of Interest: Nil
Date of Report: 12 April 2007
Senior Officer: Mr Jim Fraser
Acting Chief Executive Officer

Summary

Consideration of the financial statements for the month ending 31 March 2007.

Background

The following financial reports are included for your information:

- Monthly Statement of Financial Activity
- Summary of Net Current Assets
- Operating Statement by Programme
- Balance Sheet
- Assets Purchased and Sold
- Bank Reconciliation

Legal Implications

Local Government Act 1995 – section 6.4
Local Government (Financial Management) Regulations 1996

Policy Implications

N/A

Community Consultation

N/A

Financial Implications

Nil.

Strategic Implications

N/A

Cultural Implications

N/A

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 10392

Moved Cr Bennett
Seconded Cr Sinclair

That the financial reports for the month ending 31 March 2007 as attached be received

MOTION CARRIED 9/0

13.3 INVESTMENT OF SURPLUS FUNDS

Applicant: Manager Corporate Services
File No. 0267
Attachments: Nil
Author: Ms Leonie McIlree
 Manager Corporate Services
Disclosure of Interest: Nil
Date of Report: 12 April 2007
Senior Officer: Mr Jim Fraser
 Acting Chief Executive Officer

Summary

Report on the investment of surplus funds for the Reserve and Municipal Funds.

Background

In accordance with Council Policy,

Comment

The following surplus funds have been invested during the month:

Bank	Account	Fund	Term	Amount	Interest Rate	Expiry Date
Elders Rural Bank	301214813	Reserve	3 months	\$1,600,000	6.40%	2 May 2007

The term deposits with Westpac (Account 12-8929) and Elders were closed on 31 March 2007.

For the period of these term deposits, interest of \$19,432.19 and \$16,516.92 was earned respectively.

Legal Implications

Nil.

Policy Implications

As per Council's policy.

Community Consultation

N/A

Financial Implications

N/A

Strategic Implications

N/A

Cultural Implications

N/A

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 10393

Moved Cr Stewart
Seconded Cr Newman

That the investment report for the month of March 2007 be approved.

MOTION CARRIED 9/0

**13.4 DEBT WRITE OFF – JOINT VENTURE TENANCY 40B MALEY ST
NEWDEGATE**

Applicant: Senior Administration Officer
File No. 0276
Attachments: Nil
Author: Mr Mark Burbridge
Senior Administration Officer
Disclosure of Interest: Nil
Date of Report: 17 April 2007
Senior Officer: Mr Jim Fraser
Acting Chief Executive Officer

Summary

For Council to agree to the write-off of \$3,086.40 being various rental and water consumption debtors accounts applied to Mr Antonio Scanzano during his tenancy at 40B Maley Street, Newdegate.

Background

Council's Joint Venture Unit at 40B Maley Street, Newdegate was rented by Mr Scanzano during the period 8 August 2003 to 24 September 2005.

At the commencement of this tenancy there was little demand for housing in Newdegate and the tenant was offered the house despite the fact that he did not meet the usual Community Housing criteria.

The tenant ran a trucking business which meant he was often out of town, and as a result, the property was often vacant, to the point that it began to look neglected.

As a result of the tenant's continued ineligibility for community housing, combined with the often vacant state of the property, and unpaid rent and water bills totalling \$3,084.40, Council staff terminated the tenancy in September 2005.

The property was left in a reasonable state and except for the outstanding moneys; the tenancy bond would have been refunded to the tenant.

Comment

Council has raised three debts against Mr Scanzano in the duration of his tenancy, as follows:

- 21/03/2005 – \$1,170 – Rental Charges for the period 2/01/05–2/04/05
- 24/08/2005 – \$1,890 – Rental Charges for the period 1/05/05–24/09/05
- 30/06/2006 – \$26.40 – Incorrectly raised water charges

It is worth noting that for the total tenancy of around 111 weeks, the rent which remains unpaid was for the last 34 weeks, during which period it is suspected that Mr Scanzano did not occupy the house at all. During this period staff experienced great difficulty in contacting the tenant and many of the letters sent were either returned to sender or not responded to.

Council has at various times received advice from its debt recovery agents that they would be unlikely to be able to assist in recovering the debts, mainly due to the difficult processes involved in disputing claims in court, and the lack of correct procedural action which was taken in recovering the outstanding rental payments during the tenancy.

Council has since adopted at its September 2005 Council Meeting, with the assistance of the Department of Housing & Works, a new policy detailing the correct procedure staff should follow to recover outstanding rent payments, in order to prevent such problems occurring in the future.

Legal Implications

Section 6.12 (c) of the Local Government Act 1995 gives authority to Council to write-off any amount of money which is owed to the local government (absolute majority required).

Policy Implications

N/A

Community Consultation

N/A

Financial Implications

The write-off will have an effect on Council's end of year surplus/deficit as no provision has been made in the 2006/07 budget for the write-off of this debtor account.

Strategic Implications

N/A

Cultural Implications

N/A

Recommendation

That Council agrees to the write-off \$3,086.40 being various rental and water consumption debtors accounts applied to Mr Antonio Scanzano during his tenancy at 40B Maley Street, Newdegate.

Voting Requirements

Absolute majority (5) required.

Resolution

Moved Cr

Seconded Cr

NOTE: Following discussion on the above it was agreed that the item be withdrawn pending further investigation.

13.5 **TRANSFER FROM RESERVE – OFFICE COMPUTER CABLING & INFRASTRUCTURE**

Applicant: Senior Administration Officer
File No. 0519, 0017
Attachments: Nil
Author: Mr Mark Burbridge
Senior Administration Officer
Disclosure of Interest: Nil
Date of Report: 17 April 2007
Senior Officer: Mr Jim Fraser
Acting Chief Executive Officer

Summary

For Council to authorise a transfer from the Computer System Upgrade Reserve to fund the cost of computer systems cabling and infrastructure installed at the newly renovated Shire Administration Offices.

Background

Council's renovations to the Administration Office and Chambers are on track for completion in April 2007.

Whilst the original plans and tender specifications called for computer systems (data) cabling to be installed by the builder, at subsequent negotiations this item was removed from the builder's contract, and was not included in the final price submitted by the builder and accepted by Council.

The main reasons for omitting the cabling from the builder's contract were the savings on the total contract price, as well as offering greater flexibility for staff to further examine the layout of the building and custom design a system that would best suit new staff, equipment, and furniture arrangements.

Comment

The author has had considerable involvement in planning the data cabling and infrastructure requirements for the new office layout, with the assistance of Steve Hunt from Lake Grace Communications and Computers.

Infrastructure has been installed that is both tailored for current equipment (including the new telephone system), and provides a great deal of flexibility for future expansion.

As part of the new cabling installation, it was determined that the best arrangement would see the installation of a new centralised data cabinet to house the majority of information technology infrastructure, including the new telephone system. This setup not only provides a neat,

organised management point for all the telecommunications equipment in the Shire offices, but creates the ability to “patch” additional data points or telephone extensions to any room in the office as and when required.

Whilst the expenses associated with the installation of this infrastructure were planned to be included in the total costs of the office renovations, it is proposed that considering the limited total budget of the renovations, and the very specific nature of the expenditure, that the funds to offset this information technology infrastructure purchase be sourced from the Computer System Upgrade Reserve.

Legal Implications

Local Government Act 1995 Section 6.2

Local Government Act 1995 Section 6.2 (4) (e)

Local Government Act 1995 Section 6.11

Policy Implications

N/A

Community Consultation

N/A

Financial Implications

Invoices for the installation of cabling, supply of cabinet and data switches, and subsequent testing total \$10,724 excluding GST.

Currently, Account E042549 – “Shire Admin Centre Upgrade”, has a budget of \$600,000, the full value of which is expected to be expended by the end of the 2006-07 financial year. Expenditure is partially offset by a transfer from the Office Redevelopment Reserve of \$200,000 (Account I042630 – “Office Redev-Tsf from Res”).

It is proposed that the budget for Account I042620 – “Computer Upgrade Tsfr from Res” be increased from \$Nil to \$10,724, in line with an increase in Account E042549 – “Shire Admin Centre Upgrade” to \$610,724.

The Computer Systems Upgrade Reserve will hold approximately \$26,169 under current budget arrangements at the end of the 2006-07 financial year, still leaving over \$15,000 in reserve should Council approve this transfer.

Strategic Implications

N/A

Cultural Implications

N/A

Voting Requirements

Absolute majority (5) required.

Recommendation/Resolution

MOTION 10394

Moved Cr Bennett
Seconded Cr Walker

That Council offset the cost of computer systems cabling and infrastructure installed at the newly renovated Shire Administration Offices through a transfer from the Computer System Upgrade Reserve, and accordingly:

Account I042620 – “Computer Upgrade Tsfr from Res” be increased from \$Nil to \$10,724; and,

Account E042549 – “Shire Admin Centre Upgrade” be increased from \$600,000 to \$610,724.

MOTION CARRIED BY ABSOLUTE MAJORITY 9/0

13.6 ALGA NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS - DELEGATES

Applicant: Council
File No. 0044
Attachments: Conference Program
Author: Mrs Jeanette Bennett
 Executive Assistant
Disclosure of Interest: Nil
Date of Report: 18 April 2007
Senior Officer: Mr Jim Fraser
 Acting Chief Executive Officer

Summary

The purpose of this report is for Council to formally confirm sending delegates to the Australian Local Government Association (ALGA) 2007 National Local Roads and Transport Congress to be held in Newcastle in July 2007.

Background

Council has sent representatives to this Congress for the past four years with Councillors who have attended considering it a most worthwhile exercise.

This year's Congress is to be held in Newcastle, New South Wales at the Newcastle City Hall from the 8 - 10 July 2007 and Council has previously indicated informally it will again be represented by two delegates, Cr Ollie Farrelly and Manager of Works Mr Glen Brigg.

Comment

The theme for the 2007 Congress is 'Vote ① *Roads and Transport* – delivering on the local government strategy', reflecting the need to ensure that local roads and transport register as a key issue for this years federal election.

Legal Implications

N/A

Policy Implications

N/A

Community Consultation

N/A

Financial Implications

Early Bird Registration fees of \$770 per person	\$1,540.00
Accommodation 8 nights @ \$120.00 per night	\$ 960.00
Return airfares x 2 @ approx \$850 each	<u>\$1,700.00</u>
Total	<u>\$4,200.00</u>

Account E041030 Conference Expenses has sufficient funds to cover all expenses. The cost of additional meals is not included.

Strategic Implications

The success of the Roads to Recovery Program (an inaugural Congress initiative) and National Local Roads and Transport Congresses held so far recognise what can be achieved by local government around Australia when there is a co-ordinated and co-operative approach.

Cultural Implications

Transport is important within our communities and it is beneficial for Councillors and staff to keep abreast of programs and road management initiatives which will benefit our Shire.

Voting Requirements

Simple majority required.

Recommendation/Resolution**MOTION 10395**

Moved Cr Taylor
Seconded Cr Stewart

That Council confirm the registration of two delegates Cr Ollie Farrelly and Manager of Works Glen Brigg to attend the National Local Roads and Transport Congress 2007 from Sunday 8 July to Tuesday 10 July 2007 in Newcastle and cover all associated accommodation and travel costs.

MOTION CARRIED 9/0

14.0 MATTERS FOR CONSIDERATION – ADMINISTRATION

14.1 BUSHFIRE ADVISORY COMMITTEE – ANNUAL GENERAL MEETING

Applicant: Shire of Lake Grace Bush Fire Advisory Committee
File No. 0181
Attachments: Minutes
Author: Ms Leonie McIlree
Manager Corporate Services
Disclosure of Interest: Nil
Date of Report: 13 April 2007
Senior Officer: Mr Jim Fraser
Acting Chief Executive Officer

Summary

For Council to receive the minutes of the Bush Fire Advisory Committee Annual General Meeting held on 3 April 2007, and to endorse nominations of Bush Fire Officers for the 2007/08 season and other recommendations arising from the meeting.

Background

The Annual General Meeting of the Bush Fire Advisory Committee was held on 3 April 2007 at the Newdegate Recreation Centre commencing at 3.30 pm.

The meeting was brought forward to April to enable the necessary time for preparing information to be included in annual rate notices.

Comment

All Fire Control Officers will have to be gazetted once Council has ratified the appointment for the 2007/08 season.

Legal Implications

Bush Fire Act 1954
Shire of Lake Grace Bush Fire Local Laws

Policy Implications

Nil.

Community Consultation

Nil.

Financial Implications

Nil.

Strategic Implications

Nil.

Cultural Implications

N/A

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 10396

Moved Cr Chamberlain
Seconded Cr Newman

That:

1. Council receive the minutes of the Bush Fire Advisory Committee Meeting held on 3 April 2007.

2. Council endorse the following recommendation arising from the Bush Fire Advisory Committee Meeting:

Moved Peter Roberts, seconded Bill Lloyd, That no exemptions for On and Off Loading Permits in the Shire of Lake Grace apply during Harvest and Total Vehicle Movement Bans.

3. The following Fire Control Officers be appointed for the 2007/08 season:

Chief Fire Control Officer

Peter Roberts

Deputy Chief Fire Control Officers

Bill Lloyd

Richard Metcalf

Doug Dunham

Fire Weather Officers

Doug Dunham

Bill Lloyd

Garry Miles

Peter Roberts

Richard Metcalf

Deputy Fire Weather Officers

Zane Connolly

Wes Hall

Jason Sugg

Hugh Roberts

Lindsay Brownley

MOTION 10396 continued.

Harvest Ban CBH Advisory Officers

Lindsay Brownley
Jason Sugg
Steven Davies
Allen Sutherland
Bill Lloyd
Tim Lloyd
Zane Connolly
Terry Smith
Peter Roberts

Permit Issuing Fire Control Officers (with Two Way Radios)

North Lake Grace

Doug Dunham
Brad Watson
Leon Morgan
Terry Willcocks
Evan Wyatt

South Lake Grace

Zane Connolly
Rex Walker

North Newdegate

Barry Ness
Ron Shalders
Craig Shalders
Ian Lloyd
Bill Lloyd
John Dunkeld
Tim Lloyd

South Newdegate

Greg Dunkeld
Geoff Cugley
Matt Cugley
Wes Hall

Lake King/Varley

Peter Kennedy
Ben Hyde
Jason Sugg
Arthur Sugg
Garry Miles
Allan Sutherland
Steven Davies
Richard Metcalf

Mt Madden/Dunn Rock

Hugh Roberts
Peter Roberts
Darcy Roberts
David Roberts
Lindsay Brownley
Bob Allan
Gavin Boyce
Ray Bird

Newdegate Town
Lake Grace Town

MOTION 10396 continued.

Lake King Town	Richard McLean Derek Burgess
Varley Town	Ben Hyde Malcolm Smallacombe
Permit Issuing Fire Control Officers (without Two Way Radios)	
North Lake Grace	Colin Jenks Greg Caruthers Ross Chappell
South Lake Grace	Bill Willcocks Colin Connolly Noel Bairstow
South Newdegate	Syd Walker Geoff Richardson
Lake King/Varley Mt Madden/Dunn Rock	John Pickernell Owen Brownley

4. The following Authorised Officers be appointed for the 2007/08 season:

Clover and Proclaimed Plant Permit Issuing Officers

Chief Fire Control Officer
Deputy Chief Fire Control Officer (3)
Chief Executive Officer
Manager Corporate Services

Broadcast of Harvest Bans

Chief Executive Officer
Chief Bush Fire Control Officer
Manager Corporate Services
Deputy Chief Bush Fire Control Officers
Base Radio Operators and their Spouses
Senior Administration Officer (in the absence of the Chief Executive Officer and the Manager Corporate Services.)

MOTION CARRIED 9/0

14.2 NEWDEGATE RAILWAY STATION AND GOODS SHED – LICENCE AGREEMENT

Applicant: WestNet Rail
File No. 0539
Attachments: Copy of Agreement
Author: Mr Jim Fraser
Acting Chief Executive Officer
Disclosure of Interest: Nil
Date of Report: 16 April 2007
Senior Officer: Mr Jim Fraser
Acting Chief Executive Officer

Summary

This report recommends Council becoming a party to an Agreement with WestNet Rail.

Background

Staff have been negotiating with WestNet Rail for the ongoing utilisation of the railway station and goods shed buildings within the Newdegate rail precinct. The negotiations have resulted in the preparation of a “Licence to Use Corridor Land” to be signed by both parties.

An assessment of the licence has been undertaken by staff.

The Newdegate Community Development Association (NCDA) has previously expressed an interest in the utilisation of the buildings.

The original conceptual plan from the NCDA included the conversion of the railway station building to backpacker accommodation. This was conveyed to WestNet Rail in the original application. This use has not been approved by WestNet Rail on the basis that they do not want to increase pedestrian traffic in and around the rail tracks.

Whilst a use for the Goods Shed has not been finalised, early discussions indicated support for the conversion of this area for a “Men’s Shed” which could be utilised for a variety of purposes particularly the preservation and repair of old machinery.

There are several possible funding sources for this project.

Comment

The NCDA will obviously be disappointed the railway station cannot be utilised for backpacker accommodation.

The future of the narrow gauge railway system in the region is currently under review. Whilst it is not expected to impact on the Lake Grace-Newdegate line in the near future it may do so in the longer term.

On the basis that a community use can be found it is recommended that Council enter into the Agreement.

Legal Implications

The licence Agreement proposed by WestNet Rail requires the Seal of the Shire of Lake Grace.

Policy Implications

Council policy 1.11 – Use of Common Seal.

Community Consultation

There has been consultation with the NCDCA.

Financial Implications

Staff will be seeking Federal funding for the project.

Strategic Implications

The preservation and re-use of heritage buildings will be incorporated into the proposed Strategic Plan.

Cultural Implications

The buildings will be considered for inclusion on Council's Municipal Inventory.

Voting Requirements

Simple Majority Required.

Recommendation/Resolution

MOTION 10397

Moved Cr Chamberlain
Seconded Cr Stewart

That an Agreement "Licence to Use Corridor Land" between the Shire of Lake Grace and WestNet Rail be signed and sealed in accordance with Council Policy 1.11 – Use of Common Seal

MOTION CARRIED 9/0

14.3 NEWDEGATE GYMNASTICS CLUB – MEMORANDUM OF UNDERSTANDING FOR USE OF NEWDEGATE TOWN HALL

Applicant: Newdegate Gymanstics Club Inc
File No. 0080
Attachments: Letter, Copy of Agreement
Author: Mr Mark Burbridge
 Senior Administration Officer
Disclosure of Interest: Nil
Date of Report: 28 March 2007
Senior Officer: Mr Jim Fraser
 Acting Chief Executive Officer

Summary

For Council to consider the ongoing use of the Newdegate Town Hall as the venue for the Newdegate Gymanstics Club.

Background

Council, at its May 2006 Meeting, granted approval for the Newdegate Gymnastics Club to relocate from the Newdegate Community Recreation Centre to the Newdegate Town Hall. This permission was granted on a temporary basis and to be reviewed six monthly.

At the time, Council cited the following reason for granting permission:

“As the Newdegate Town Hall is not used at this stage every opportunity should be given to the Gym Club to get it up and running. The Gym Club has given an assurance that the gym equipment will be packed away should the hall be required for use.”

A Memorandum of Understanding for the use of the Newdegate Town Hall detailing each party’s obligations (copy attached) has since been entered into by the Newdegate Gymnastics Club and the Shire of Lake Grace.

Comment

The Newdegate Gymnastics Club has written to Council advising of their intent to commence activities for 2007. The letter details the proposed dates for 2007 and requests the continued use of the Newdegate Town Hall.

The proposed dates are limited to Tuesdays and Wednesdays during school terms, commencing 24 April and concluding 25 September 2007.

Legal Implications

N/A

Community Consultation

No community consultation has been initiated over this renewed request, though Council has received support for the Newdegate Gymnastics Club's use of the Newdegate Town Hall from the Newdegate Community Development Association in the past.

Policy Implications

Council Policy 2.6 Concessions – Hall Hire Fees – Not for Profit Groups/Residents states that “not for profit” organisations and individuals resident in the Shire be exempt from the payment of hire fees in respect to the Town Halls of Lake Grace, Newdegate, Lake King and Varley.

Financial Implications

In accordance with Council policy, no fees are charged for the Newdegate Gymnastics Club to use the Newdegate Town Hall.

Should Council require the Newdegate Gymnastics Club to relocate back to the Newdegate Indoor Recreation Centre, affiliation fees in the vicinity of \$800.00 would be payable by the Gymnastics Club towards the operating expenses of the Newdegate Indoor Recreation Centre.

Strategic Implications

N/A

Cultural Implications

N/A

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 10398

Moved Cr Newman
Seconded Cr Bennett

That Council advise the Newdegate Gymnastics Club Inc that it supports its request to continue to operate at the Newdegate Town Hall, though this permission remains subject to review after a further six months (October 2007).

MOTION CARRIED 9/0

14.4 HERITAGE PLANNING AND MANAGEMENT SEMINAR

Applicant: Heritage Council of Western Australia
File No. 0430
Attachments: Heritage Council correspondence
Author: Mr Jim Fraser
Acting Chief Executive Officer
Disclosure of Interest: Nil
Date of Report: 29 March 2007
Senior Officer: Mr Jim Fraser
Acting Chief Executive Officer

Summary

This report recommends Council participation in a Heritage Planning and Management Seminar to be held on the 10th and 11th June 2007.

Background

The Heritage Council of Western Australia conducts one or two seminars a year to provide advice and information about Western Australia's heritage system.

The next seminar will be held in Bunbury on Sunday 10 June and Monday 11 June 2007.

Comment

Whilst it is acknowledged that Council does not have many buildings on the State Heritage Register, Council's Municipal Inventory is a very significant document.

The management and preservation of Council's natural and built heritage is becoming increasingly important.

Legal Implications

Local Government Act 1995
Heritage of Western Australia Act 1990

Policy Implications

N/A

Community Consultation

Nil

Financial Implications

The seminar cost is \$385.00. Funding is available from account E041030 (councillor) and/or E042024 (staff).

Estimated cost of attendance per delegate is \$600.00.

Strategic Implications

The management and preservation of Council's natural and built heritage will be considered with development of a Strategic Plan.

Cultural Implications

The management and preservation of Council's natural and built heritage was raised during the recent Cultural Planning process.

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 10399

Moved Cr Bennett
Seconded Cr Newman

That a representative of Council attend the Heritage Planning and Management seminar 2007 to be held in Bunbury on 10th and 11th June 2007.

MOTION CARRIED 9/0

14.5 WHEATBELT REGIONAL DEVELOPMENT SCHEME – GRANT AGREEMENT

Applicant: Wheatbelt Development Commission (WDC)
File No. 0297
Attachments: Grant Agreement
Author: Mr Jim Fraser
 Acting Chief Executive Officer
Disclosure of Interest: Nil
Date of Report: 12 April 2007
Senior Officer: Mr Jim Fraser
 Acting Chief Executive Officer

Summary

This report recommends Councils participation in the project, “A Regional Development and Community Based Look at the Delivery of Education and Training Services in the Wheatbelt South” as the Organisation nominated in the funding agreement.

Background

Cr Helen Bennett is a member of the Wheatbelt Development Commission and represents the Commission on the Rural and Remote Education Advisory Council.

As a result of her membership on the Committee the WDC has been assessing the educational and training needs of the Wheatbelt South region. This led to the establishment of the Wheatbelt South Education and Training Project Committee. The Committee were successful in acquiring grant funds to undertake the project titled “A Regional Development and Community Based Look at the Delivery of Education and Training Services in the Wheatbelt South”.

A subsequent approach was made to the Shire of Lake Grace to become the host Organisation to manage the grant acquittal process.

The project is to be undertaken by Miss Janine Hatch, a recent graduate and employee of the WDC. Other parties include the Rural and Remote Education Advisory Council (RREAC) and the Institute of Regional Development (an Institute of the University of Western Australia).

Comment

The author attended a meeting in Lake Grace on Thursday 29 March 2007 with representatives of the project partners. It is an interesting project which could impact favourably on the current proposal to utilise the Newdegate Research Station as a Training Centre.

There will be minimal impact on Council's resources as the WDC will continue to pay the wages and outgoings for the Research Officer.

Legal Implications

Council is required to become a signatory to the Wheatbelt Regional Development Scheme Grant Agreement.

Policy Implications

Nil

Community Consultation

There has not been any community consultation to date however it is anticipated that there will be opportunities for community input into the project.

Financial Implications

Details are included in the funding application.

Strategic Implications

It is anticipated that Council's Strategic Plan will include reference to education and training in a support role.

Cultural Implications

Nil.

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 10400

Moved Cr Stewart
Seconded Cr Farrelly

That the Shire of Lake Grace becomes a signatory to the Wheatbelt Regional Development Scheme Grant Agreement for the project, "A Regional Development and Community Based Look at the Delivery of Education and Training Services in the Wheatbelt South".

MOTION CARRIED 9/0

14.6 ROE DISTRICT 'BE ACTIVE' SCHEME

Applicant:	Roe District 'Be Active' Scheme
File No.	0414
Attachments:	Copy of Agreement, Letter Letter of Resignation – Leanne Gledich
Author:	Mr Jim Fraser Acting Chief Executive Officer
Disclosure of Interest:	Nil
Date of Report:	12 April 2007
Senior Officer:	Mr Jim Fraser Acting Chief Executive Officer

Summary

This report recommends Council's continuing participation in the Roe District Be Active Scheme.

Background

The Shire of Lake Grace is a participating Shire in the Roe District 'Be Active' Scheme which is part funded by Healthways. The balance of the funds to support the scheme are funded on a percentage basis by the Member Councils.

The original members of the Scheme were the Shires of Wagin, Lake Grace, Wickepin, Kulin, Dumbleyung and Corrigin.

The Shire of Wagin withdrew from the scheme and was replaced by the Shire of Kondinin. The current Co-ordinator is Ms Leanne Gledich and the host Shire has recently been transferred from Kulin to Kondinin.

The recent withdrawal of the Shire of Kulin, the resignation of the Co-ordinator and the need to confirm the funding arrangements with Healthways was discussed at a meeting of Chief Executive Officers of the Member Councils in Wickepin on Thursday 5 April 2007. It was agreed at the meeting that each Member Council be requested to discuss their ongoing participation in the Scheme at least until the end of October 2009 when the proposed funding round from Healthways will cease.

There is no doubt that the Scheme has been successful and many activities have been held in towns and localities within the Scheme area. An example is the very successful State Board workshops held in various towns.

The Co-ordinator readily offers her services to groups and individual clubs: her presence in Varley at the March Council meeting is testimony to that (the Varley Bowling Club will be assisted in the preparation of a

funding application to the Department of Sport and Recreation for a CSRFF grant).

Comment

The funding model for the Scheme is currently based on:

• Shire of Kulin	20%	\$11,539
• Shire of Corrigin	20%	\$11,539
• Shire of Wickepin	15%	\$ 8,654
• Shire of Kondinin	15%	\$ 8,654
• Shire of Lake Grace	15%	\$ 8,654
• Shire of Dumbleyung	15%	\$ 8,654

With the decision of the Shire of Kulin to withdraw from the Scheme the Shire of Kondinin has agreed to increase its percentage contribution from 15% to 20% and has also agreed to be the host Shire.

An approach has been made to the Shire of Pingelly to replace Kulin in the Scheme. The Shire of Pingelly meets on the third Wednesday of each month i.e. 18 April 2007, which should allow staff to advise Council verbally if they agreed to join the Scheme.

The funding Agreement with Healthways is proposed to continue until 30 October 2009. The Agreement will provide some degree of stability to the Co-ordinator position. The present incumbent will be leaving the Scheme on the 1 June 2007. The Position Description is being reviewed and the position will be advertised as a contract position until October 2009 pending the decisions of Member Councils in relation to the Scheme.

As part of the budget process a review of the delivery of recreational services will be undertaken. Staff supports participation in the Roe Be Active Scheme as there are benefits to the communities within the Shire and it is also a tangible example of regional co-operation under the Systemic Sustainability Study.

Note: Prior to the Meeting advice was received that Corrigin, Wickepin, Kondinin and Dumbleyung will continue with the Scheme.

Legal Implications

There is an Agreement in place for the Roe Be Active Scheme.

Policy Implications

N/A

Community Consultation

There has not been any specific Community Consultation.

Financial Implications

The funding for the Scheme within the Shire of Lake Grace is allocated to each locality under specified area rating.

Strategic Implications

The Scheme is an example of regional co-operation.

Cultural Implications

The Shire of Lake Grace plays an important role in the provision of facilities and programmes for the various communities.

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 10401

Moved Cr Farrelly
Seconded Cr Sinclair

That the Shire of Lake Grace continue its membership to the Roe 'Be Active' Scheme until the expiration of the funding agreement with Healthway being 31 October 2009.

MOTION CARRIED 9/0

14.7 LAKE GRACE CENTENARY CELEBRATIONS

Applicant: Lake Grace Centenary Committee
File No. 0580
Attachments: Nil
Author: Mr Jim Fraser
Acting Chief Executive Officer
Disclosure of Interest: Nil
Date of Report: 17 April
Senior Officer: Mr Jim Fraser
Acting Chief Executive Officer

Summary

This report recommends support for the planning for centenary celebrations.

Background

A group of interested persons has discussed the holding of centenary celebrations for Lake Grace for some years. There are several significant dates which were considered by the group resulting in a decision to recognise the centenary in 2011.

In arriving at this decision several factors were taken into account with the main reasons being that in 2011, it will be one hundred years since the Government Land Settlement Scheme of 1911 occurred in the Lake Grace District and in 1961 the 50 Year Jubilee celebrations were held.

Comment

The inaugural meeting of the Centenary Committee was held on 13 March 2007 at which Debrah Clarke was appointed Chairman. The Committee also agreed to hold a full weekend of celebrations on the long weekend in October 2011.

A number of supplementary events will be held leading up to the main celebrations and it is likely that other functions will be held prior to the end of 2011. Many issues were discussed at the meeting and the degree of enthusiasm was extremely high.

There is no doubt that the Centenary will have a significant impact on the Shire. A recommendation from the meeting was to request the Shire of Lake Grace to assist the Centenary Committee through the provision of funding for a part time position to “manage” the event and identify funding opportunities.

Staff have assessed the request and provide the following:

2006/07	Voluntary contribution to the committee by Council staff until the 30 June 2007.
2007/08	Allocate 0.2 FTE (1 day per week) staff resources to the Centenary Committee to provide Secretarial and Managerial services including assistance with grant applications.
2008/09	Allocate 0.2 FTE (1 day per week) staff resources.
2009/10	Allocate 0.3 FTE (3 days per fortnight) staff resources.
2010/11	Allocate 0.3 FTE
2011/12	Allocate 0.3 FTE for half year and 0.2 FTE for balance. This will ensure that all grants are acquitted and other issues finalised.

The conduct of centenary celebrations are significant events which can place undue strain on a community. The participation and support of the Shire is recommended.

It is also noted for information that Newdegate will celebrate their centenary in 2022 and Lake King in 2028.

Legal Implications

There are no legal impediments to Council support for the centenary celebrations.

Policy Implications

N/A

Community Consultation

The holding of Centenary Celebrations has been discussed in the community for some time.

Financial Implications

The estimated cost of a 0.2 FTE at level 4.1 under the Local Government Officers Award is \$298.86 per fortnight.

Strategic Implications

N/A

Cultural Implications

The centenary celebrations will allow the community to reflect on the various cultural aspects from the past and into the future.

Voting Requirements

Simple majority required.

Recommendation/Resolution

MOTION 10402

Moved Cr Walker
Seconded Cr Stewart

That the Shire of Lake Grace provide support to the Lake Grace Centenary Committee through the provision of support staff based on 0.2 FTE for the 2007/08 and 2008/09 financial years; 0.3 FTE for the 2009/10 and 2010/11 financial years, and 0.3 FTE and 0.2 FTE for the 2011/12 financial year.

MOTION CARRIED 9/0

NOTE:

Cr Walker commended Manager of Community Services Mr Jim Fraser on his initiative in assisting with the planning for this major community event.

15.0 URGENT BUSINESS BY DECISION OF THE MEETING

None

16.0 SCHEDULING OF MEETING

16.1 MAY 2007 ORDINARY MEETING

Motion 10319 November 2006 states:

An Ordinary Meeting of Council will be held on Wednesday 23 May 2007, at the Newdegate Library Telecentre commencing at 6.00pm.

17.0 CONFIDENTIAL BUSINESS – As per Local Government Act s.5.23 (2)

None.

18.0 CLOSURE

There being no further business, the Chairperson closed the meeting at 2.39 pm.

19.0 CERTIFICATION

I Gary Ernest John Roberts certify that the minutes of the meeting held on the 24 April 2007 as shown were confirmed as a true record at the meeting held on the 23 May 2007.

Chairman

Date