

**Minutes of the Ordinary Meeting held at the
Wandering Community Centre
on Thursday 20 December 2012**

1. Declaration of Opening/Announcement of Visitors

1:30pm – The President welcomed all present and declared the meeting open.

2. Record of Attendance/Apologies/Leave of Absence

Attendance:

GG Kerr	President
BE Dowsett	Deputy President
JR McNeil	Councillor
J Price	Councillor
JC Schorer	Councillor
KJ Barge	Councillor
C Ferguson	Councillor
M Whitely	CEO
J Hobson	Works Supervisor (5:00pm – close)

Apologies:

3. Public Question Time

Nil

4. Applications for Leave of Absence

704:2011/12

Moved Cr Dowsett, Seconded Cr McNeil that Cr Schorer be granted a leave of absence for the January Ordinary Meeting.

CARRIED 7-0

5. Confirmation of Minutes of Previous Meetings

Shire of Wandering Ordinary Meeting held 15 November 2012

705:2011/12

Moved Cr Schorer, Seconded Cr Dowsett that the minutes of the Shire of Wandering Ordinary Meeting held 15 November 2012 be confirmed as a true and correct record.

CARRIED 7-0

6. COUNCILLOR REPORTS

Deputy President Dowsett

Questions Without Notice

That notice be given to landowners of the Total Harvest Ban and Movement of Vehicle Ban for Christmas Day, Boxing Day and New Year's Day

The office number kept ringing out on the day of the 3 fires

The harvest ban line has been ringing out during after hours

Councillor McNeil

Questions Without Notice

Road Maintenance - North Wandering Rd

Crossman Dwarda Rd

Councillor Price

Meetings Attended

Dryandra Visitor Centre

Questions Without Notice

Reticulation at Community Centre Car Park is leaking

Gravel patching – Codjatotine Mooterdine Rd

Road Maintenance - York Williams Rd

Bitumen Patching

Codjatotine Bridge

7. MATTERS REQUIRING COUNCIL DECISION

7.1 Building Envelope Relocation – Lot 98 Echidna Close Blackboy Springs

NAME OF APPLICANT: K McNamara
FILE REFERENCE: A457
AUTHOR: EHO/BS

SUMMARY:

An Application for Planning Approval and Building Envelope Relocation has been received from the Rural Building Company on behalf of Kirwan McNamara for Lot 98 Echidna Close in Blackboy Springs. Planning approval is required for all development including a single house is required for the area which is zoned Rural Residential under the Town Planning Scheme.

COMMENT

Details on the building envelope relocation and elevation and plan view of the residence to be built on the Lot are attached for Council's information. It should be noted that this is Planning Approval only and that a Building Permit is required to be obtained prior to constructing the residence.

RECOMMENDATION:

That Council approve the Building Envelope Relocation and Application for Planning Approval to construct a residence on Lot 98 Echidna Close Wandering as per plans submitted.

[Attachment A](#)

706:2011/12

Moved Cr Schorer, Seconded Cr Dowsett that Council approve the Building Envelope Relocation and Application for Planning Approval to construct a residence on Lot 98 Echidna Close Wandering as per plans submitted.

CARRIED 7-0

7.2 Expressions of Interest - 3x2 Residential House

NAME OF APPLICANT: CEO
FILE REFERENCE: A421
AUTHOR: CEO

SUMMARY:

At the November Ordinary Meeting Council resolved to

1. Call for tenders for the construction of a 3x2 dwelling at Lot 128 Dunmall Drive
2. Subject to confirmation on the leasing arrangements with the Department of Education that Council proceed with the construction of a 3x2 dwelling at Lot 128 Dunmall Drive
3. Council adopt a budget amendment to use funds set aside in the Land & Building Reserve for the construction of the 3x2 dwelling

COMMENT:

Expressions of Interest called for the design and construction of a 3x2 Residential house at Lot 128 Dunmall Drive Wandering closed Friday 7 December 2012. After much interest during the period advertised only a total of 3 Expressions of Interest were received. A summary of the Expressions of Interest received are shown at **Attachment 2**.

Gavin Dixon from Dixon construction WA has advised that he will be forwarding pricing. To date nothing has been received.

Lisa Forberg of Redink Homes has also stated that all 4x2 homes can be altered to suit size and budget if required. December pricing for the 3x2 homes in the attachment are as follows;

- Delta \$164,990
- Style \$180,990
- Haven \$181,990

MINUTES FOR THE MEETING HELD 20 DECEMBER 2012

- Habitat \$182,990
- Star 200 \$182,990
- Paramount \$186,990
- Pinnacle \$188,990
- Victory \$190,990
- Advantage \$191,990

All of Redink Homes except for 'The Delta' come under our current promotion which includes:

- Daikin ducted reverse cycle air-conditioning
- Essa stone to kitchen with breakfast bar overhang to island bench
- 31c ceilings to living
- Porcelain floor tiling (300x300) to Ensuite, Bathroom, Laundry and WC's

RECOMMENDATION:

For Council consideration.

[Attachment 2](#)

AGREED that Council authorise the CEO to have discussions with Redink to come up with some preliminary plans for the January Meeting.

7.3 2011/12 Financial Report

NAME OF APPLICANT: CEO
FILE REFERENCE: 10.1.5
AUTHOR: CEO

SUMMARY:

Butler Settineri conducted their final site visit on Thursday 25 October 2012 in preparation to finalise the Financial Report. The Financial Report is currently being reviewed and will be tabled at the December meeting for adoption by Council with the view to hold Electors Meeting in January or February 2013.

A copy of draft 2011/12 Annual Report is tabled at **Attachment 3**.

COMMENT:

Council have 56 days to hold the Electors Meeting after the Annual Report has been adopted meaning the latest the Electors Meeting could be held is Thursday 14 February 2013.

It is unlikely that the draft financials tabled will change and the signed off auditors report should be available at the Council Meeting.

RECOMMENDATION:

That Council adopt the 2010/11 Financial Report and select a date for the Electors Meeting prior to 14 February 2013.

[Attachment 3](#)

707:2011/12

Moved Cr McNeil, Seconded Cr Schorer that when the audited financial report is made available Council select a date for the Electors Meeting.

CARRIED 7-0

The reason for the variation in the recommendation was due to the audited financial report not being available for the December meeting.

7.4 CEO Contract

NAME OF APPLICANT: CEO
FILE REFERENCE: 1.2.1.21
AUTHOR: CEO

SUMMARY:

Following the CEO review by Council at the November Ordinary meeting the President and Deputy President completed the CEO's annual performance appraisal on Wednesday 28 November 2012. At the performance appraisal it was advised that Council had agreed to the negotiation of a further contract with the current CEO.

COMMENT

A copy of the LGMA template for CEO's is attached for Council. The template is quite detailed and covers all necessary detailed required under the Local Government Act 1995. A copy of the Salaries and Allowances Tribunal Determination for Local Government Chief Executive Officers is also tabled for Council information.

RECOMMENDATION:

That Council negotiate a further 3 year contract with the CEO with the President, Deputy President and CEO to sign off on the new contract prior to 17 January 2013.

[Attachment 4](#)

Agenda Item 7.4 was left until after Council resumed the meeting from Afternoon Tea. The CEO declared a direct interest in Agenda Item 7.4 and left the meeting at 3.30pm at the commencement of Afternoon Tea and returned to the meeting at 4:41pm.

711:2011/12

Moved Cr Schorer, Seconded Cr McNeil Council negotiate a further 3 year contract with the CEO with the President, Deputy President and CEO to sign off on the new contract prior to 17 January 2013.

CARRIED 7-0

7.5 Bridge No. 5028 Mooterdine Loop

NAME OF APPLICANT: CEO
FILE REFERENCE: 33.1.5.18
AUTHOR: CEO

SUMMARY:

Main Roads have recently carried out routine inspections of bridge structures in the district and the inspection report findings for the above mentioned structure are tabled for Council information.

RECOMMENDATION:

For Council information.

[Attachment 5](#)

Resolved by Council that the information tabled be received

7.6 Wandering Boddington Clay Target Club

NAME OF APPLICANT: Wandering Boddington Clay Target Club Inc
FILE REFERENCE: 18.1.39
AUTHOR: CEO

SUMMARY:

A letter was received from the Wandering Boddington Clay Target Club and the Club is seeking financial support from Council and a copy of the letter is shown at **Attachment 6**.

COMMENT:

There are some funds allocated in the Budget should Council decide to provide financial support to the Wandering Boddington Clay Target Club.

RECOMMENDATION:

For Council consideration.

[Attachment 6](#)

708:2011/12

Moved Cr Schorer, Seconded Cr Barge that Council offer to purchase a 20000-25000 litre plastic water tank for the Wandering Boddington Clay Target Club.

CARRIED 7-0

7.7 Bush Fire Infringement Notice

NAME OF APPLICANT: Palkington Pty Ltd atf Lane Family Trust
FILE REFERENCE: A224
AUTHOR: CEO

SUMMARY:

Dr Geoff Lane has written to Council requesting that his infringement notice for failing to have appropriate firebreaks during the 2011/12 fire season be reduced on the basis that the works had not been carried as a result of extenuating circumstances. A copy of the letter is shown at **Attachment 7**.

COMMENT:

At the February 2012 Ordinary Meeting Council resolved to enforce the infringement.

RECOMMENDATION:

For Council discussion.

[Attachment 7](#)

709:2011/12

Moved Cr Price, Seconded Cr Ferguson that the bush fire infringement notice for Dr Geoff Lane stands.

CARRIED 5-2

7.8 Shared Services Agreement

NAME OF APPLICANT: Shire of Kalamunda / Shire of Wandering
FILE REFERENCE: 2.2.4
AUTHOR: CEO

SUMMARY:

For a number of months the CEO has been in discussions with the Shire of Kalamunda for an alternative option for the supply of Building Surveyor Services and Environmental Health Services to the existing agreement with the Shire of Boddington and a copy of the proposed agreement is tabled at **Attachment 8**.

COMMENT:

The associated fees and charges for the supply of building and health services are tabled on page 6 of the agreement and will be charged on a fee per usage basis.

Currently the Shire of Wandering pay \$88 hour (GST Inclusive) for the use of the BS/EHO and \$31,616 is allocated in the 2012/13 Budget on the basis of having Peter Haas in the office one day a week.

RECOMMENDATION:

That Council agree to and sign off on the Memorandum of Understanding and Shared Services Agreement for the supply of Building Surveyor Services and Environmental Health Services.

[Attachment 8](#)

710:2011/12

Moved Cr Schorer, Seconded Cr Price that Council agree to and sign off on the Memorandum of Understanding and Shared Services Agreement for the supply of Building Surveyor Services and Environmental Health Services with the Shire of Kalamunda.

CARRIED 5-2

7.9 Bushfire Prevention and Control Local Law 2012

NAME OF APPLICANT: CEO
FILE REFERENCE: 11.1.2
AUTHOR: CEO

SUMMARY:

At the September 2012 Meeting Council resolved to introduce a new local law named Bushfire Prevention and Control Law 2012 to enforce landowners to establish and maintain firebreaks on land owned or occupied by them.

At the November 2012 Ordinary Meeting it was agreed by Council that the CEO be authorised to make any wording amendments necessary to the current Fire Control Notice for adoption at the December meeting.

COMMENT

I have sourced several different Fire Break Notices and the best of these notices is from the Shire of Boyup Brook which is shown at **Attachment 9**.

The difficulty in trying to compare Fire Break Notices between Shires is that every Shire has different elements or zonings.

An alternate option to the Shire trying to reword the existing Fire Break Notice is to engage a professional to review the current Fire Break Notice and tailor it to the conditions within the Shire of Wandering. There are funds available through the ESL funding received for 2012/13 should Council consider to explore this option.

It is important now that Council are implementing a Bushfire Prevention and Control Local Law that the wording is correct prior to having the local law published in the Government Gazette.

RECOMMENDATION:

For Council consideration and action.

[Attachment 9](#)

Council RESOLVED that the CEO make further queries into having the current fire break notice reviewed by an external consultant.

Council adjourned for afternoon tea at 3:30pm

Council returned from afternoon tea at 3:45pm

Council discussed Agenda Item 7.4 on returning from Afternoon Tea and the CEO returned to the meeting at 4:41pm

7.10 List of Accounts – November 2012

NAME OF APPLICANT: Finance Officer
FILE REFERENCE: N/A
AUTHOR: Finance Officer

SUMMARY:

Attached is a list of accounts for Council consideration.

RECOMMENDATION:

That all Cheque, EFT, wages, transport payments, transfers to investments, credit card payments, creditor payments and other vouchers from the Municipal and Trust Fund totalling \$336,217.32 be passed for payment.

[Attachment 10](#)

712:2011/12

Moved Cr Dowsett, Seconded Cr McNeil that all Cheque, EFT, wages, transport payments, transfers to investments, credit card payments, creditor payments and other vouchers from the Municipal and Trust Fund totalling \$336,217.32 be passed for payment.

CARRIED 7-0

7.11 Financial Reports – November 2012

NAME OF APPLICANT: CEO
FILE REFERENCE: N/A
AUTHOR: CEO

SUMMARY:

Separately attached are the monthly Financial Statements for the period 30 November 2012.

RECOMMENDATION:

That Council endorse the monthly Financial Statements for the period ending 30 November 2012.

[Attachment 11](#)

713:2011/12

Moved Cr Dowsett, Seconded Cr Schorer that Council endorse the monthly Financial Statements for the period ending 30 November 2012.

CARRIED 7-0

8. NEXT MEETING

Next Ordinary Council meeting to be held at 1.30pm Thursday 17 January 2013

9. CLOSURE OF MEETING

There being no further business the meeting closed at 6:11pm

**These Minutes were confirmed by Council at the Ordinary Council Meeting
on Thursday 17 January 2013.**

CR G G KERR, President