



Minutes

Ordinary Council Meeting

Held in Council Chambers, Wolfram Street Westonia

Thursday 15th June 2017

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on 15th June 2017 as a true and accurate record of the Ordinary Council Meeting held on 20th July 2017.

.....
Cr Karin Day
Shire President

All attachment items referred to in these minutes are available for public perusal at the Shire Office



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The Shire of Westonia warns that anyone who has any application lodged with the Shire of Westonia must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Westonia in respect of the application.

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1. DECLARATION OF OPENING

The President, Cr Day welcomed Councillors and staff and declared the meeting open at 3.45pm.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors:

Cr KM Day	President
Cr RS Corsini	
Cr ML Geier	
Cr JJ Jefferys	
WJ Huxtable	

Staff:

Mr. JC Criddle	Chief Executive Officer
Mr. AW Price	Works Supervisor

Members of the Public: Nil

Apologies: Nil

Approved Leave of Absence: Cr D Hermon Deputy President

3. PUBLIC QUESTION TIME (3.46pm – 4.01pm)

Nil

4. APPLICATIONS FOR LEAVE OF ABSENCE

Cr Corsini requested a leave of absence for the July Ordinary Meeting.

RESOLUTION

Moved:	Cr Jefferys	Seconded:	Cr Huxtable
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01/06-17 That Cr Corsini be granted a leave of absence for the July Ordinary meeting.

CARRIED 4/0

5. CONFIRMATION OF PREVIOUS MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Ordinary Meeting of Council held on 18th May 2017 be confirmed as a true and correct record.

RESOLUTION

Moved:	Cr Corsini	Seconded:	Cr Huxtable
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02/06-17 That the minutes of the Ordinary Meeting of Council held on 18th May 2017 be confirmed as a true and correct record.

CARRIED 5/0

6. RECEIVAL OF MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Biodiversity Fund Project Meeting held on Wednesday 24th May be received.

RESOLUTION

Moved: Cr Geier

Seconded: Cr Corsini

03/06-17

That the minutes of the Biodiversity Fund Project Meeting held on Wednesday 24th May be received.

CARRIED 5/0

7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

The President, Cr Day advised having attended the following meetings:

- Productivity Commission hearing into its study of “Transitioning Regional Economies” on Thursday 15 June 2017 in Merredin.

Cr Geier advised having attended the following meetings:

- CEACA meeting held in Merredin on 7th June 2017 with the CEO.
- Seniors information session with Cr Huxtable and the CEO.

Cr Huxtable advised having attended the following meetings:

- Various Cemetery meetings/busy bees.

8. DECLARATION OF INTEREST

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Financial** interest were made at the Council meeting held on **15 June 2017**.

Name/Position	Jamie Criddle
Item No./Subject	10.6 CEO Performance Review
Nature of interest	Financial
Extent of Interest	CEO remuneration

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Closely Association Person And Impartiality** interest were made at the Council meeting held on **15 June 2017**.

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	



In accordance with Section 5.60B and 5.65 of the *Local Government Act 1995* the following disclosures of **Proximity** interest were made at the Council meeting held on **15 June2017**.

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	

9. MATTERS REQUIRING A COUNCIL DECISION

9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

9.1.1 ACCOUNTS FOR PAYMENT

Responsible Officer:	Jamie Criddle, CEO
Author:	Kay Geier, Senior Finance Officer
File Reference:	F1.3.3 Monthly Financial Statements
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.1 List of Accounts
Signature:	Officer  CEO 

Purpose of the Report

Executive Decision

Legislative Requirement

Background

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

Comment

Attached is a copy of Accounts for Payment for the month of May 2017. The credit card statements currently show:
-

CEO **May 17 \$642.54** associated with the purchase of; Fuel card purchases, Licence Works Prado, Activ8 Data service.

Works Supervisor **May 17 \$270** associated with the purchase of; Council refreshments Northern Rate Payers meeting.

Statutory Environment

Local Government (Financial Management) Regulations 1996 Regulations 12 & 13 requires the list of accounts to be presented to Council. Payments are made by staff under delegated authority from the CEO and Council.

Policy Implications

Council does not have a policy in relation to payment of accounts.

Strategic Implications

Accounts for payment are presented to Council in the interests of accountability and provide information on Council expenditure.



Financial Implications

Expenditure in accordance with the 2016/2017 Annual Budget.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That May 2017 accounts submitted to today's meeting on Municipal vouchers 3535 to 3546 and D/Debits EFT2444 to EFT2492 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$377,713.28 be passed for payment.

RESOLUTION

Moved:

Cr Jefferys

Seconded:



Cr Geier

04/06-17

That May 2017 accounts submitted to today's meeting on Municipal vouchers 3535 to 3546 and D/Debits EFT2444 to EFT2492 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$377,713.28 be passed for payment.

CARRIED 5/0

9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – MAY 2017

Responsible Officer:	Jamie Criddle, CEO
Author:	Kay Geier, Senior Finance Officer
File Reference:	F1.3.3 Monthly Financial Statements
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.2 Monthly Statement of Financial Activity
Signature:	Officer  CEO 

Purpose of the Report

- Executive Decision Legislative Requirement

Background

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

Comment

The Monthly Statement of Financial Activity for the period ending 31st May 2017 is attached for Councillor information, and consists of:

1. Summary of Bank Balances
2. Summary of Outstanding Debtors
3. Balance Sheet
4. Budget v Actuals Schedules

Statutory Environment

General Financial Management of Council
Council 2015/2016 Budget
Local Government (Financial Management) Regulation 34 1996
Local Government Act 1995 section 6.4

Policy Implications

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Council policy is that the material variation be set at \$10,000 and 15%.

Strategic Implications

The Monthly Statement of Financial Activity is a record of Council's activities and financial performance during the reporting period.

Financial Implications

There is no direct financial implication in relation to this matter.

Voting Requirements

- Simple Majority Absolute Majority

OFFICER RECOMMENDATIONS

That Council adopt the Monthly Financial Report for the period ending 31st May 2017 and note any material variances greater than \$10,000 or 15%.

RESOLUTION



Moved: Cr Geier

Seconded: Cr Jefferys

05/06-17 That Council adopt the Monthly Financial Report for the period ending 31st May 2017 and note any material variances greater than \$10,000 or 15%.

CARRIED 5/0

9.1.3 GST RECONCILIATION REPORT – MAY 2017

Responsible Officer:	Jamie Criddle, CEO
Author:	Kay Geier, Senior Finance Officer
File Reference:	F1.4.4 Audit Report
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.3 GST Report
Signature:	Officer  CEO 

Purpose of the Report

- Executive Decision Legislative Requirement

Background

The Reconciled Balance of the GST Ledger to the General Ledger as reported as at 31st May 2017 is provided to Council on a monthly basis as a means of keeping Council informed of its current GST liability.

Comment

The GST Reconciliation Report is attached for Councillor consideration.

Statutory Environment

Nil

Policy Implications

Council does not have a policy in regards to Goods and Services Tax.

Strategic Implications

Nil

Financial Implications

The GST reconciliation is presented to Council as a means of indicating Council's current GST liability, which has an impact on Council's cash-flow.

Voting Requirements

- Simple Majority Absolute Majority

OFFICER RECOMMENDATIONS

That the GST Reconciliation totaling \$7,993 for the period ending 31st May 2017 be adopted.

RESOLUTION

Moved: Cr Geier


Seconded: Cr Huxtable

06/06-17 That the GST Reconciliation totalling \$7,993 for the period ending 31st May 2017 be adopted

CARRIED 5/0

9.1.4 DIFFERENTIAL RATES 2017/2018

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:		
Disclosure of Interest:	Nil	
Attachments:	Attachment	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision

Legislative Requirement

Background

Council supported the differential rates in the dollar and minimums proposed for the 2017/2018 financial year and advertised the proposed rates for a 21 day comment period closing on Thursday 15th June 2017. Council are then required to seek Ministerial approval for proposing to impose a Mining GRV differential rate that is more than twice the lowest rate.

April 17 Resolution:

Resolution

11-04/17 Moved Cr Hermon seconded Cr Huxtable that it is recommended that:

1. Support the following differential rates in the dollar and minimum payments for the GRV and UV rated properties, subject to finalisation of the 2017/2018 draft budget:

Category	Rate in the Dollar (cents)	Minimum \$
GRV – General	5.6698	\$355.00
GRV - Mining	15.2548	\$355.00

2. Seek the Minister for Local Government's approval to impose differential general rates more than twice the lowest rate; and
3. Council publicly advertises its intention to impose differential rates, pursuant to section 6.36 (1) of the Local Government Act 1995 and invites public submissions for a period of twenty one days; and
4. Council consider any submissions in respect of imposition of differential rates as part of the 2017/2018 Budget deliberations.

Carried 5/0 by Absolute Majority

Community/Stakeholder Consultation

An advertisement on the Wednesday 24th May 2017 was included in the public notice section of the Newspaper circulated in the district as well as being located on the public notice board at the Shire office and the Shire website. The community will have 21 days to make submissions. (12.00 noon 15th June 2017).

Comment

The Local Government Act 1995 provides for Councils to levy rates to fund the estimated annual budget deficiency for the forthcoming financial year.

The estimated budget deficit for the 2017/2018 financial year has not yet been finalised, as the detailed budget estimates covering various expense and revenue items are currently being prepared. At present, the amount

required from rates to fund the outcomes of the draft budget is in excess of the rate increase proposed of 5%. Staff is revising the draft budget and service levels and are looking at all avenues to reduce the gap, including alternative revenue sources.

In the past Council has adopted rates that are more than twice the minimum differential rate and must therefore seek Ministerial approval, as required by the provisions of the Local Government Act 1995. The Department of Local Government has been scrutinising Council's differential rating strategy each year and may request modifications to be made, if they are not satisfied that the rating strategy is fair and equitable.

It must be understood the purpose of this Agenda Item is to set an estimated Differential Rate so a request can be sent to the Minister after advertising and seeking submissions from the electorate. Invariable the actual rate amount set may differ from the estimate once the valuations have been received from Landgate for the next financial year. However the legislations allows these rate in dollar amounts to be adjusted to reflect the actual valuations by making notation in the Shires Adopted Budget and on the Rate Notices sent out. Such notation is to explain the reason for the difference between the advertise Differential Rate and that impose being due to valuation adjustments from Landgate. The actual Rate Revenue raised will not differ significantly.

The table below shows the rate categories for 2017/2018 and the rate in cents and minimum amounts; GRV Rate Category

Category	Rate in the \$	Minimum Rate \$
GRV – General	5.6698	\$355.00
GRV - Mining	15.2548	\$355.00

Statutory Environment

Under section 6.36 of the Local Government Act 1995, Council is required to give local public notice of the intention of Council to impose differential rates, or a minimum payment under a differential rate category. Local public notice includes publishing in a newspaper circulating in the district, exhibiting on the notice board of the local government office, and exhibiting on the notice board of the library inviting submissions in respect of the following information, for a minimum of 21 days;

- Details of each rate or minimum payment the local government intends to impose,
- Invitation for submissions to be made in respect of the proposed rate or minimum payment and any related matters.

Policy Implications

There are no policies relating to this matter.

Strategic Implications

N/A

Financial Implications

The Shire's principle source of income is through rates. It is an essential part of the budget process that the Council consider the level of rates that need to be raised in the context of funding the annual budget. It must also be noted that as other income, such as fees and charges are fixed by external legislation, there is very little scope for the Shire to increase this revenue source to keep up with the rising costs of service provision, therefore, these increasing costs must be borne by increases in rates.

The Shire has until 31 August each year to adopt the Annual Budget, as the Shire is a growing organisation and as such we are heavily reliant on receiving rates income to fund our operations, including salaries. With this in mind, setting the level of rates for advertising and allowing the adoption of the annual budget in June, after the close of the advertising period, is a very high priority to enable rates notices to be issued. The Shire prepares its cash flow based on starting to receive rate payments in late August each year.

Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That after the close of the 21 day public consultation period, which concluded on Thursday 15th June 2017 (12 noon), Council are advised that no submissions were received in respect of imposition of differential rates as part of the 2017/2018 Budget deliberations and therefore seek the Minister for Local Government's approval to impose differential general rates more than twice the lowest rate as per the table below.

<i>Category</i>	<i>Rate in the \$</i>	<i>Minimum Rate \$</i>
GRV – General	5.6698	\$355.00
GRV - Mining	15.2548	\$355.00

RESOLUTION

Moved: Cr Jefferys

Seconded: Cr Huxtable

07/06-17


That That after the close of the 21 day public consultation period, which concluded on Thursday 15th June 2017 (12 noon), Council are advised that no submissions were received in respect of imposition of differential rates as part of the 2017/2018 Budget deliberations and therefore seek the Minister for Local Government's approval to impose differential general rates more than twice the lowest rate as per the table below.

<i>Category</i>	<i>Rate in the \$</i>	<i>Minimum Rate \$</i>
GRV – General	5.6698	\$355.00
GRV - Mining	15.2548	\$355.00

**CARRIED 5/0
BY ABSOLUTE MAJORITY**

9.1.5 DRAFT BUDGET 2017/2018

Responsible Officer:	Jamie Criddle, CEO
Author:	Jamie Criddle, CEO
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Attachment
Signature:	Officer CEO



Purpose of the Report

Executive Decision Legislative Requirement

Background

A copy of the Draft 2017/2018 Annual Budget will be provided to Councillors prior to the meeting for review prior to considering the budget for adoption at the July ordinary meeting or a special meeting in July 2017.

Comment

Council will be required to review the Draft Budget and offer recommendations prior to its finalisation.

Statutory Environment

Local Government Act 1995, Section 6.2 – Local Government to prepare an annual budget.

Policy Implications

Council does not have a policy in relation to this item.

Strategic Implications

Nil

Financial Implications

Budget of financial income and expenditure for 2017/2018 financial year.

Voting Requirements

Simple Majority Absolute Majority

OFFICER RECOMMENDATIONS

That Council review the Draft 2017/2018 Annual Budget prior to considering the budget for adoption in July.

RESOLUTION

Moved: Cr Geier **Seconded:** Cr Huxtable


08/06-17 That Council review the Draft 2017/2018 Annual Budget prior to considering the budget for adoption in July including a review of budgetary efficiency measures.

CARRIED 5/0

9.2 COMMUNITY AND REGULATORY SERVICE

9.2.1 DISABILITY ACCESS & INCLUSION PLAN ADOPTION

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:	A2.8.4 Policy and Procedure	
Disclosure of Interest:	Nil	
Attachments:	Attachment	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision

Legislative Requirement

Background

Pursuant to the provisions of the Disability Services Act 2004 local government is required to review the Disability Access and Inclusion Plan.

Comment

In accordance with the Disability Services Act every Disability Access and Inclusion Plan (DAIP) is to be reviewed every 5 years. The Shire of Westonia DAIP is due to be reviewed in 2016 as the current Plan was adopted in 2012.

A notice was published in the local "Westonian" newsletter on 17th May 2017 advising that the DAIP was to be reviewed and invited interested people to nominate to take part in the review process. The CEO & Executive Officer attended an information session with the seniors group and Laura Black, Medical Practitioner, also attended by Cr's Geier and Huxtable on the 25th May 2017, which the Plan was received well.

The current DAIP, which has been reviewed by management and accepted by Council, subject to change has now been advertised for a period of (4) four weeks. At the time of writing the agenda, there have been no submissions in relation to the Disability Access and Inclusion Plan. The DAIP also requires input from the Disability Services Commission.

The draft DAIP has again been reviewed by Management and will then be recommended for adoption as required by the legislation.

The reviewed DAIP needs to be formally adopted by Council prior to it being forwarded to the Disability Services Commission.

Statutory Environment

It is a requirement of the 2004 Regulations that at a minimum the plan is advertised in a newspaper circulating within the region for a period of not less than 4 weeks (14th June 2017). Advertising may include website access and direct contact with other organisations.

At the completion of the advertising period the DAIP will be presented to Council for consideration and adoption.

Policy Implications

Nil



Strategic Implications

N/A



Financial Implications

A full review and update of the plan was completed internally requiring no external consultation fees, providing a saving to Council.

Advertising cost of approximately \$300 is expected.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council reviews the Disability Access and Inclusion Plan 2017-2021 for the Shire of Westonia and formally adopts the Plan prior to submitting to the Disability Services Commission.

RESOLUTION

Moved: Cr Jefferys

Seconded: Cr Corsini

09/06-17 That Council, after reviewing the Disability Access and Inclusion Plan 2017-2021 for the Shire of Westonia, formally adopts the Plan prior to submitting to the Disability Services Commission

CARRIED 5/0


9.3 WORKS AND SERVICE

NIL

9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES

9.4.1 PUBLIC HEALTH ACT 2016- STAGE 3 APPOINTMENT AND AUTHORISATION

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:		
Disclosure of Interest:	Nil	
Attachments:	Attachment	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision Legislative Requirement

Background

The Health Department of WA have advised Council (16TH November 2016) that the staged implementation of the new Public Health Act 2016 will require local government to take responsibility for appointing Authorised Officers under the new Act from January 2017. Local governments will also become responsible for issuing authorisation cards to existing Environmental Health Officers (EHO's) and any newly employed authorised officers after January 2017. EHO's are automatically recognised as authorised officers under the new Act however will require issuing with the new Authority cards which will require Shire delegation to the Chief Executive Officer (CEO) to allow signing and issue of the cards. As such this report will recommend that Council provide the CEO with the relevant delegations required under the new Public Health Act 2016 as noted following.

Comment

Section 17 of the new Public Health Act provides Council the new ability to appoint Environmental Health Officers/Authorised Officers without the need to apply for approval from the Health Department of WA. As such Council will need to provide delegation to the CEO to carry out this new function. Section 24 of the new Public Health Act provides Council the new ability to designate a person or class of persons as Authorised Officers and to issue authority cards to those officers. This function was previously carried out by the Health Department of WA. Council will now need to provide delegation to the CEO to carry out this new function.

Statutory Environment

Public Health Act 2016

Policy Implications

There are no policy implications resulting from the recommendation of this report.

Strategic Implications

There are no strategic implications resulting from the recommendation of this report.

Financial Implications

There are no policy implications resulting from the recommendation of this report.

Voting Requirements

- All care will be taken to avoid the disturbance of fauna habitat;
- All care will be taken to avoid any disturbance that may lead to soil degradation; and
- Greening Australia is required to donate to the Shire of Westonia, 10% of all seed from each species collected within the shire. This will go towards rehabilitation projects in the shire

Statutory Environment

Nil

Policy Implications

There are no policies relating to this matter.

Strategic Implications

N/A

Financial Implications

N/A

Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council authorise Greening Australia to collect native seed from reserves under management order to the Shire of Westonia in accordance with the conditions as shown in the draft letter circulated to members.

RESOLUTION


Moved: Cr Jefferys **Seconded:** Cr Corsini

12/06-17 That Council authorise Greening Australia to collect native seed from reserves under management order to the Shire of Westonia in accordance with the conditions as shown in the draft letter circulated to members for a period of twelve months, commencing July 2017.

CARRIED 3/2

11.2 DEPT OF EDUCATION – VACSWIN 2017/18

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:		
Disclosure of Interest:	Nil	
Attachments:	Attachment	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision Legislative Requirement

Background

In 2017-18, the Dept of Education will be conducting its 99th annual vacation swimming program and is requesting approval to conduct VacSwim at the Westonia Swimming Pool.

Community/Stakeholder Consultation

Leah Philippe – Swimming Pool Manager

Comment

The proposed date and time for the classes is Saturday 16th December to Friday 22nd December 2017 from 9.00 – 12.40pm.

Council also offer free entry to the Swimming Pool during the pool season.

Statutory Environment

Nil

Policy Implications

There are no policies relating to this matter.

Strategic Implications

N/A

Financial Implications

Nil

Voting Requirements

Simple Majority Absolute Majority

OFFICER RECOMMENDATIONS

That Council approve the request of the Education Department to conduct VacSwim classes at the Westonia Swimming Pool from Saturday 16th December to Friday 22nd December 2017.

RESOLUTION

Moved: Cr Geier


Seconded: Cr Huxtable

13/06-17 That Council approve the request of the Education Department to conduct VacSwim classes at the Westonia Swimming Pool from Saturday 16th December to Friday 22nd December 2017.

CARRIED 5/0

11.3 CEACA – DEVELOPMENT APPLICATION

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:		
Disclosure of Interest:	Nil	
Attachments:	Attachment	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision Legislative Requirement

Background

Council has been working in conjunction with eleven (11) other Council's known as Central East Aged Care Alliance (CEACA) to progress Aged Care Services within the communities of CEACA.

CEACA has been working on several platforms regarding Aged Care Services though has been extensively working on Accommodation within the eleven communities as a priority.

**21st July 2016 Resolution
Resolution**

08-07/16 Moved Cr Geier, seconded Cr Corsini that Council commit to an allocation of \$20,000 per independent living unit constructed in Westonia as part of CEACA Incorporated's Stage 2 project, being a total commitment of \$40,000 and allocate \$7,200 per independent living unit constructed in Westonia as part of CEACA Incorporated's Stage 1 & 2 projects, being a total commitment of \$14,400 to be sourced from the Community Development Reserve.

Carried 6/0 by Absolute Majority

Comment

CEACA in May of last year received the funding for the construction of 75 new units within the CEACA Councils.

CEACA's consultants Access Housing along with Edgefield Projects have been working towards progressing the construction through delivering plans and information for Development Applications and furthermore to the development of a building permit.

PLANNING ASSESSMENT

While Westonia does not have a Local Town Planning Scheme, Westonia is guided by the WA Planning Commission's General Planning Principles factoring in the following objectives:

- Residential Zone
- Residential Design Codes
- **SETBACKS**
 - Land Use Permissibility
 - Density
 - Open Space
 - Setbacks and Building Height
 - Residential Design Codes – State Planning Policy 3.1

Council is currently seeking advice via a planning consultant and Council's contract Health/Building Surveyor to ensure that these objectives are met.

My calculations of fees are as follows:

Site Address	Construction Value	DA Fees
BRUCE ROCK		
Lots 26, 27 & 28 Butcher Street	\$1,732,828.54	\$4,868.37
Lots 56 and 57 Butcher Street	\$488,879.26	\$1,671.42
KELLERBERRIN		
Lot 19 & 31, No 49-53 Hammond Street	\$3,428,369.45	\$9,225.91
KOORDA		
Lots 119 to 123 Greenham St, Koorda	\$1,199,439.12	\$3,497.56
MERREDIN		
Part Lot 165, No. 22 Coronation Street	\$6,856,738.91	\$18,036.82
MT MARSHALL		
Lot 152, 43 Brown Street Buncubbin	\$495,093.87	\$1,687.39
Lot 40 Rowlands St Beacon	\$241,332.33	\$1,035.22
MUKINBUDIN		
200 & 217 Mallee Drive	\$962,753.39	\$2,889.28
NUNGARIN		
Lot 214 , No. 23 & Lot 217, No. 25 Second Ave	\$495,093.87	\$1,687.39
TRAYNING / KUNUNOPPIN		
158 – 165 Lamond St (adjoining at rear)	\$511,859.30	\$1,730.48
WESTONIA		
20 Quartz Street	\$495,093.87	\$1,687.39
WYALKATCHEM		
298 Wilson Street	\$990,187.74	\$2,959.78
YILGARN / SOUTHERN CROSS		
Lot 250-252 & Lot 650 Antares St.	\$495,093.87	\$1,687.39

 **Statutory Environment**

Nil

 **Policy Implications**

There are no policies relating to this matter.

 **Strategic Implications**

N/A

 **Financial Implications**

The cost of this Development Application is \$1,687.39

The cost of the Building Permit: Approximately \$2,515.38

Voting Requirements

- Simple Majority Absolute Majority

OFFICER RECOMMENDATIONS

That Council provides conditional approval for the proposed construction of two (2) independent living units located on the "Old School Site" corner Gold/Quartz Street Westonia including internal road infrastructure, paths and landscaping:

GENERAL CONDITIONS:

- i. Further to this Approval, the Applicant is required to submit working drawings and specifications to comply with the requirements of Part 4 of the Building Regulations 2012 which are to be approved by the Shire of Westonia prior to issue of a Building Permit.
- ii. The development hereby permitted must substantially commence within two years from the date of this determination notice.
- iii. The development hereby permitted taking place in accordance with the plans dated 10th May 2017

RESOLUTION

Moved: Cr Huxtable Seconded: Cr Geier

14/06-17 That Council provides conditional approval for the proposed construction of two (2) independent living units located on the "Old School Site" corner Gold/Quartz Street Westonia including internal road infrastructure, paths and landscaping, subject to Development Application Fees being applicable in Westonia.


GENERAL CONDITIONS:

- i. Further to this Approval, the Applicant is required to submit working drawings and specifications to comply with the requirements of Part 4 of the Building Regulations 2012 which are to be approved by the Shire of Westonia prior to issue of a Building Permit.
- ii. The development hereby permitted must substantially commence within two years from the date of this determination notice.
- iii. The development hereby permitted taking place in accordance with the plans dated 10th May 2017

CARRIED 5/0

11.4 CEACA – BUILDING APPLICATION FEES

Responsible Officer:	Jamie Criddle, CEO
Author:	Jamie Criddle, CEO
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Attachment
Signature:	Officer CEO



Purpose of the Report

Executive Decision

Legislative Requirement

Background

CEACA in preparing the Development Applications to Council didn't consider the Planning Fees and the payment thereof. It was though however never finalised or adopted that each Council would charge the fee and provide a donation back to CEACA for the fees to enable those funds to be spent on the project.

However there was some backlash in regards to the funds not staying with Council's, therefore a special Executive Committee meeting followed by a Committee meeting was held where this was adopted that all Council's receive the planning fees as Income and no donation was expected.

21st July 2016 Resolution Resolution

08-07/16 Moved Cr Geier, seconded Cr Corsini that Council commit to an allocation of \$20,000 per independent living unit constructed in Westonia as part of CEACA Incorporated's Stage 2 project, being a total commitment of \$40,000 and allocate \$7,200 per independent living unit constructed in Westonia as part of CEACA Incorporated's Stage 1 & 2 projects, being a total commitment of \$14,400 to be sourced from the Community Development Reserve.

Carried 6/0 by Absolute Majority

Comment

During the discussion of the Planning Fees the Executive Committee recognised that there could be a similar issue with the Building Permit Fees.

There is three types of Building Fees of which two are statutory are not negotiable. Please find below the list.

1. Building Permit Fees - COUNCIL
2. Building Services Levy - STATUTORY
3. BCITF – STATUTORY

It has been suggested that the fees for Council (1) be receipted to each Council and then a donation of that fee back to CEACA to enable the funds to be expended on the project instead of being an income to individual Council's.

Please note the table below issued to Council by Access Housing as a guide for construction costs.

Site Address	Construction Value	Building Fees (Certified)
BRUCE ROCK		
Lots 26, 27 & 28 Butcher Street	\$1,732,828.54	\$4,410.00
Lots 56 and 57 Butcher Street	\$488,879.26	
KELLERBERRIN		
Lot 19 & 31, No 49-53 Hammond Street	\$3,428,369.45	\$6,513.90
KOORDA		
Lots 119 to 123 Greenham St, Koorda	\$1,199,439.12	\$2,278.93
MERREDIN		
Part Lot 165, No. 22 Coronation Street	\$6,856,738.91	\$13,027.80
MT MARSHALL		
Lot 152, 43 Brown Street Bencubbin	\$495,093.87	\$1,399.21
Lot 40 Rowlands St Beacon	\$241,332.33	
MUKINBUDIN		
200 & 217 Mallee Drive	\$962,753.39	\$1,829.93
NUNGARIN		
Lot 214 , No. 23 & Lot 217, No. 25 Second Ave	\$495,093.87	\$940.68
TRAYNING / KUNUNOPPIN		
158 – 165 Lamond St (adjoining at rear)	\$511,859.30	\$972.53
WESTONIA		
20 Quartz Street	\$495,093.87	\$940.68
WYALKATCHEM		
298 Wilson Street	\$990,187.74	\$1,881.36
YILGARN / SOUTHERN CROSS		
Lot 250-252 & Lot 650 Antares St.	\$495,093.87	\$940.68
TOTAL	\$18,392,763.52	\$35,135.70

The Building Permit Application will come from CEACA in the form of a Certified Application. With a certified application Council receives lesser fees and with majority of the compliance and certification taking place, Council's Building Surveyor time in reviewing the application is reduced as they need to ensure all paperwork is in place, it cross checks and an overview of the application to ensure it meets the Building Code as the certified application will indicate.

 **Statutory Environment**

Nil

 **Policy Implications**

There are no policies relating to this matter.

 **Strategic Implications**

N/A



Financial Implications

Council will receive the following Building Fees as Identified above based on the construction figures provided by Access Housing:

1. Building Permit Fees	\$ 855.16
2. Building Services Levy	\$ 678.28
3. BCITF	\$ 981.94
	\$2,515.38

Items two and three as indicated above are statutory therefore will be required to be paid by CEACA and handed over to the relevant state government agencies.

The Council orientated fee in item one is the only item Council is considering donating back to CEACA.

It could be said that there is no cost to Council as the funds will be coming in and then being paid back as a donation however there will be some consulting costs from Council's consulting Building Surveyor.

Being a Certified Application it would be suggested that this would be only a few hours to cross check and sign off on.

Should this be half a day it would come at a cost of \$400 to Council.



Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council agrees to donate the Council received Building Permit Fees associated with CEACA subject to all other CEACA Council members agree to the same undertaking.

RESOLUTION

Moved: Cr Geier


Seconded: Cr Huxtable

15/06-17 That Council agrees to donate the Council received Building Permit Fees associated with CEACA subject to all other CEACA Council members agree to the same undertaking.

CARRIED 5/0

11.5 REQUEST FOR TREE REMOVAL AT THE WASTE WATER TREATMENT PLANT

Responsible Officer:	Jamie Criddle, CEO
Author:	Jamie Criddle, CEO
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Attachment
Signature:	Officer CEO



Purpose of the Report



Executive Decision



Legislative Requirement

Background

Recently (13th June 2017), a request was made from Evolution Mining to have a large Salmon Gum tree removed at the Waste Water Treatment Plant. Request below:

“As part of the upgrade to the Waste Water Treatment Plant at the camp we will need to remove a tree.

Please see attached picture as to its location.

The tree poses a vicinity risk to the new concreted area and screen already approved.

- 1. Root damage to concrete.*
- 2. Leaves and nuts etc. falling into the screen sump.*
- 3. Inhibits Vehicle access to empty waste bin from the new screen.*

To proceed, Evolution will require the Westonia Shire permission.”

Community/Stakeholder Consultation

Councillors

Dylan Copeland, NRM Officer

Comment

Due to the size, age and significance of the Salmon Gum tree, the Chief Executive Officer as part of due diligence liaised with Council's Natural Resource Management Officer (NRM) in which notification was received via both State and Federal agencies that Salmon Gums within the Wheatbelt, particularly *Eucalyptus recta*, *Eucalyptus salmonophloia* are listed as critically endangered in the Eucalypt Woodlands of the Western Australian Wheatbelt.

Council now are required to decide if the said Salmon Gum Tree located on the north-east corner of the Waste Water Treatment Plant site can (or not) be removed or suggest any alternatives not listed within this report.

Statutory Environment

As per Section 181 of the Environment Protection and Biodiversity Conservation Act 1999 (EC128)

Policy Implications

There are no policies relating to this matter.

Strategic Implications

N/A



Financial Implications

Nil



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council advise Evolution Mining of its decision not to grant approval for the removal of the said Salmon Gum Tree located on the north-east corner of the Waste Water Treatment Plant site and that Council suggests that the upgraded sump and shed installation be reversed (180 degrees) to alleviate the tree removal.

RESOLUTION

Moved: Cr Geier

Seconded: Cr Huxtable


16/06-17 That Council advise Evolution Mining of its decision not to grant approval for the removal of the said Salmon Gum Tree located on the north-east corner of the Waste Water Treatment Plant site and that Council suggests that the upgraded sump and shed installation be reversed (180 degrees) to alleviate the tree removal.

CARRIED 4/1

The Chief Executive Officer, Jamie Criddle declared a financial interest in item 10.6 Chief Executive Officer Performance Review 2017 as he is the Officer in question and left the room at 5.15pm.

11.6 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW 2017

Responsible Officer:	Jamie Criddle, CEO
Author:	Jamie Criddle, CEO
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Attachment
Signature:	Officer CEO



Purpose of the Report

Executive Decision

Legislative Requirement

Background

In accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

b) the personal affairs of any person;

CEO Performance Evaluation forms were agreed to at the April meeting and distributed to Councillors with each Councillor then forwarding their completed review to the President for compilation and submission at the May 2016 Ordinary Meeting of Council.

As the matter deals with the Personal Affairs of the CEO, Council will meet behind closed doors to discuss the review outcomes. The President and Councillors will then present the outcomes of the review and provide comment to the Chief Executive Officer.

As part of the review it is a requirement that Council give consideration to the following contract items;

- Leadership
- Councillor Relations
- External Relations, including customers and stakeholders
- Organisation Management
- Planning
- Financial Management.

Comment

As the matter deals with the Personal Affairs of the CEO, Council will meet behind closed doors to discuss the review outcomes. The President and Councillors will then present the outcomes of the review and provide comment to the Chief Executive Officer.

As part of the review it is a requirement that Council give consideration to the following contract items;

- Leadership
- Councillor Relations
- External Relations, including customers and stakeholders
- Organisation Management
- Planning
- Financial Management.

Council has carried out the performance review of the Chief Executive Officer and Council is now required to resolve any amendments to the contract.

Statutory Environment

Local Government Act 1995, section 5.38 – Council is required to review the performance of the CEO at least once each year.

Policy Implications

The CEO Performance Review is undertaken in accordance with Council's Policy.

Strategic Implications

Effective Staff Performance

Civic Leadership

- Manage the organisation in a responsible and accountable manner.

Financial Implications

Negotiation of contract Remuneration package.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That

1. The review of the Chief Executive Officer as presented by the President be adopted as the 2017 Annual Review of the CEO as per requirements of Section 5.38 and 5.39 of the Local Government Act 1995;
2. That the Chief Executive Officer's cash component of the contracted remuneration package be considered.

RESOLUTION

Moved: Cr Jefferys **Seconded:** Cr Huxtable

17/06-17 **That**


1. The review of the Chief Executive Officer as presented by the President be adopted as the 2017 Annual Review of the CEO as per requirements of Section 5.38 and 5.39 of the Local Government Act 1995;
2. The Chief Executive Officer's cash component of the contracted remuneration package be increased by CPI (2.1%), effective 1 July 2017.
3. The Chief Executive Officer's contract be altered to reflect a monthly Rostered Day Off (RDO) in line with the inside Staff accruals.

CARRIED 5/0

The Chief Executive Officer, Jamie Criddle re-entered the meeting at 6.00pm.

11.7 CURTIN UNIVERSITY – GREENHOUSE OFFER

Responsible Officer:	Jamie Criddle, CEO
Author:	Jamie Criddle, CEO
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Attachment
Signature:	Officer CEO



Purpose of the Report

Executive Decision Legislative Requirement

Background

The Chief Executive Officer has been corresponding with Curtin University for well over twelve months in relation to the future of the “Green House” – Curtin University Mulga Research Station.

The university had previously advised the Council that due to the condition of the facility that they would no longer be travelling to Westonia to use the site and would investigate relinquishing the facility.

History of the building

The Westonia and Carrabin mail runs was established in 1911, with the building being dismantled from Kookynie and re-erected in Westonia. Mail deliveries to the local community first occurred in 1916. It ceased as a Post Office in 1948 and was purchased as a residence in 1953 by Dora & William Henderson.

In 1986, it was sold to Australian Consolidated Minerals (ACM) as a residence for the miners when the Edna May Gold Mine reopened. On closure, it was donated to Curtin University to be used for accommodation for their students.

Community/Stakeholder Consultation

LMW Valuers
Joseph D'Alessandro BA, LLB
Commercial Activities Consultant Development/Properties
Curtin University

Comment

While in discussions with Joseph D'Alessandro, Commercial Activities Consultant with Curtin University he advised that as part of their due diligence procedure that a condition report and valuation be conducted prior to discussing relinquishing or selling the property.

Below is an extract of the report highlighting the condition and estimated value of the property:

Land	\$10,000
Improvements	\$5,000
Market Value	\$15,000

4.1 Building construction details

Main building: Residential house
Age of building: Circa 1900's
Building areas: Living: 205sqm Garage: 30sqm Outdoor: 91sqm
Style: Conventional
Street appeal: Poor

Main walls & roof: Asbestos cement and corrugated galvanised iron

Window frames: Aluminium and timber

Main interior linings: Plasterboard

Flooring: Timber

Internal condition: Poor

External condition: Poor

Accommodation: Six bedrooms, two bathrooms, kitchen, laundry and a double carport.

Interior layout: Poor

PC items:

KITCHEN (Original/Poor): Vinyl wrapped floor cupboards with stainless steel benchtop, single bowl, upright stove and pantry. The kitchen is poor quality and in poor condition.

BATHROOM (Original/Poor): Single porcelain bowl vanity with laminate top and vinyl wrapped cupboards. It has a shower recess with glass screen, bath, wall mirror, towel rails, exhaust fan and separate toilet. The bathroom is poor quality and in poor condition.

BATHROOM (Original/Poor): Single porcelain bowl vanity with laminate top and vinyl wrapped cupboards. It has a shower recess with glass screen, bath, wall mirror, towel rails, exhaust fan and separate toilet. The bathroom is poor quality and in poor condition.

EXTERNAL LAUNDRY (Original/Poor): The laundry is of poor quality and in poor condition.

Fixtures and features: Floor coverings include combination worn and stained carpet, tiles and vinyl, High ceiling Wood fire place, Curtains as window treatments to some areas, Old style wood stove to the kitchen, Solar hot water unit, Ducted evaporative air-conditioning

Condition: Below average condition and lack of maintenance

The report also identifies the fact that the property is not currently liveable and was donated to the University by ACM in 1991.

It is therefore suggested that Council request that the property be gifted to the Council for no cost or a peppercorn rate (\$1) as the property is not liveable but has significant Historical significance to Council and the Westonia community.



Statutory Environment

Nil



Policy Implications

There are no policies relating to this matter.



Strategic Implications

N/A



Financial Implications

Nil



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council correspond to Curtin University and suggest that the property listed on lots 7 and 8 Wolfram Street, Westonia on Plan 20329. Certificate of Title Volume 1161 Folio 759 be gifted to the Council for no cost or a peppercorn rate (\$1) as the property is not liveable but has significant historical significance to Council and the community.

