

MINUTES
ORDINARY COUNCIL MEETING
Friday, 17th October 2014

Minutes of the Ordinary Meeting of the Yilgarn Shire Council held in the Council Chambers, Antares Street, Southern Cross on Friday, 17th October 2014.

PRESENT

Cr O Truran, Shire President

Crs W A Della Bosca, J Della Bosca, D Pasini, K Chrisp

Council Officers: V Piccoli, Chief Executive Officer
 J Bingham, Deputy Chief Executive Officer
 W J Dallywater, Manager Environmental Health & Building
 R J Bosenberg, Manager of Works
 J F Guerini, Finance Manager

INFORMATION SESSION

Nil

The meeting was declared open for business at 1.30pm.

PUBLIC QUESTION TIME

Nil

APOLOGIES AND LEAVE OF ABSENCE

Cr B Close, Cr G Guerini

DISCLOSURES OF INTEREST

Nil

CONFIRMATION OF PREVIOUS COUNCIL MINUTES

176/2014

Moved Cr Pasini Seconded Cr W Della Bosca. That the Minutes of the previous Meeting of Council held on Friday 19th September 2014 be confirmed as a true and correct record of that meeting.

CARRIED (5/0)

177/2014

Moved Cr Chrisp Seconded Cr Pasini. That the Minutes of the WE-ROC Executive Meeting held on Wednesday 24th September 2014 be confirmed as a true and correct record of that meeting.

CARRIED (5/0)

178/2014

Moved Cr Chrisp Seconded Cr W Della Bosca. That the minutes of the Tourism Advisory Committee Meeting held on Monday 13th October 2014 be confirmed as a true and correct record of that meeting.

CARRIED (5/0)

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179/2014

Moved Cr J Della Bosca Seconded Cr Pasini. That Council endorse the recommendations from the Tourism Advisory Committee meeting.

Recommendation to Council moved by G Kenward and seconded by K Crafter that Council plan and organise an Artwork competition with intention of promoting the region and that details of the competition be finalised at the February 2015 meeting.

Recommendation to Council moved by L Black and seconded by R Stevens that Council endorse in principle the concept design for the VIC/CRC as proposed by David Holland of Brighthouse Strategic Consultants.

CARRIED (5/0)

ANNOUNCEMENTS BY THE PRESIDING MEMBERS AND COUNCILLORS:

The Shire President advised the following:

- That on the 23rd September she attended the Business after Hours meeting. Monica Fairless presented on the topic of 'How to build your own Webpage'. The President noted Monica's presentation was of a high standard and much appreciated by attendees.
- That on the 27th & 28th September she attended the 'Collectors and Car Enthusiasts Weekend'.
- That on the 7th October she attended the Wheatbelt Health M.O.U. meeting. The President noted that the Commissioner for Mental Health was also present.
- That on the 13th October she attended the Tourism Advisory Committee meeting.
- That on the 14th October she attended the District Health Advisory Committee meeting.
- That on the 15th October she participated in the Local Emergency Management Committee evacuation drill. The President noted the exercise was worthwhile with lessons being learned by both Shire and community participants.

Cr W. Della Bosca advised the following:

- That he attended the Regional Road Group meeting with the Manager of Works in Mukinbudin.
- That he attended the F.E.A.R. Group Field Day.
- That on the 1st October he attended the Skeleton Weed AGM.

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- That on the 5th October he attended the Bowls Club AGM and open day.
- That on the 10th October he attended the Bowls and Tennis Club AGM.
- That on the 15th October he was involved in the Local Emergency Management Committee evacuation drill.

Cr K. Chrisp advised the following:

- That she attended the Business after Hours meeting.
- That she attended the Horse Yard meeting.

Cr J. Della Bosca advised the following:

- That she attended the 'Collectors and Car Enthusiasts Weekend'.
- That on the 13th October she attended the Tourism Advisory Committee meeting.

Cr D. Pasini advised the following:

- That he attended the 'Collectors and Car Enthusiasts Weekend'.

COUNCIL DISCUSSION

After discussions regarding the beginning of the Prohibited Burning Season the following recommendation was made by Cr W. Della Bosca.

180/2014

Moved Cr W. Della Bosca Seconded Cr Chrisp. That the start of the Prohibited Burning Season be brought forward to the 25th October 2014. The CEO is to write to the Department of Fire and Emergency Services to notify of the date change.

CARRIED (5/0)

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Submission to:	Ordinary Meeting of Council – Friday 17 th October 2014
Agenda Reference:	7.1
Subject:	CEO Performance Review
File Reference:	1.1.10.2
Author:	Vivienne Piccoli - Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	5 th October 2014

Comment

The CEO's Review has been conducted in accordance with sections 5.38 and 5.39(3)(b) and Regulation 18D of the Local Government (Administration) Amendment Regulations (No 2) 2005, which requires that:

- The performance of the CEO be reviewed at least once a year;
- The CEO will have a written contract of employment, which shall include performance criteria for the purpose of conducting a review; and,
- A Local Government is to consider each review on the performance of the CEO carried out under section 5.38 and is to accept the review, with or without modification, or to reject the review.

Mr John Phillips was engaged to facilitate with the CEO's performance review process, which involved:

- All Elected Members being provided with a 'Councillor Feedback' questionnaire, which reflected the performance criteria agreed at the 2013 annual appraisal.
- The ratings from all Elected Members were aggregated against each criteria, each key result areas and overall for all key result areas.
- Feedback which reflected the views of Elected Members were summarised to reflect any existence of similar views and trends if they are evident. These were presented in a 'feedback report' which was provided to all elected members and the CEO.
- Elected members were provided with a copy of the Chief Executive Officer's 'Self-Assessment Report' for the review period, utilising the same performance criteria agreed at the 2013 appraisal.
- Briefings and the formal appraisal was undertaken at the Council Chambers on 18th and 19th September 2014. A review of the CEO's remuneration was also undertaken.
- Council determined that Ms Piccoli's performance as the Shire of Yilgarn CEO is rated as 'Meets Performance Requirements' for the review period May 2013 to June 2014.

Statutory Environment

S5.38 Local Government Act 1995

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Strategic Implications

Theme – Civic Leadership - 4.9 Human resource excellence, CL4.9.7 Conduct annual performance appraisals of all staff

Policy Implications

Nil

Financial Implications

Nil

Recommendation

That Council:

1. Receives the Performance Review report and endorses the overall performance rating for Ms Piccoli as the Shire of Yilgarn's CEO, for the review period August 2013 to August 2014, of 'Meets Performance Requirements' for the role.
2. Endorses the Key Result Areas and indicators for 2014/15.
3. Schedules the next review of performance to commenced by 1st July 2015 and 21st August 2015.
4. Notes the determination of the Salaries and Allowances Tribunal dated 24th June 2014 and approves a variation of Ms Piccoli's annual Total Reward Package by 3%.

Voting Requirements

Simple Majority

181/2014

Moved Cr Chrisp Seconded Cr J Della Bosca. That Council:

- 1. Receives the Performance Review report and endorses the overall performance rating for Ms Piccoli as the Shire of Yilgarn CEO, for the review period August 2013 to August 2014, of 'Meets Performance Requirements' for the role.*
- 2. Endorses the Key Result Areas and indicators for 2014/15.*
- 3. Schedules the next review of performance to commence by 1st July 2015 and 21st August 2015.*
- 4. Notes the determination of the Salaries and Allowances Tribunal dated 24th June 2014 and approves a variation of Ms Piccoli's annual Total Reward Package by 3%.*

CARRIED (5/0)

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Submission for:	Ordinary Meeting of Council – 17 th October 2014
Reference:	7.2
Subject:	LGMA State Conference
File Reference:	1.6.13.2
Author:	Vivienne Piccoli - Chief Executive Officer
Date of Report:	5 th October 2014

Background

The Local Government Managers' State Conference is to be held in Fremantle from the 29th October to the 31st October and this report seeks endorsement for the DCEO attendance and nominations of any interested Councillors who may wish to attend. The CEO will not be attending this year as she will be on annual leave.

Comment

The theme this year is "Prepare for the unexpected." The conference program is exciting, inspiring and engaging and includes presentations from popular speakers such as the opening keynote Matina Jewell who has been "caught in the crossfire" she was one of the very few females in the Australian Defence Force who have achieved the status of Navy Diver and has fought in the war against terror.

Other program presenters include; Dale Alcock speaking on "How do we plan and build better communities". Dr Stefan Hajkowicz speaking on "Our future work – global mega trends that will change the way we live". Anne Columbus who is the Inspections and Enforcement Manager for Christchurch City Council will be speaking on "Shaping Communities – Leadership in times of crisis". Brett Archibald will explain his amazing story of falling overboard off a surf charter boat and surviving 28.5 hours in the water and will describe his determination and will to survive this ordeal.

This conference whilst primarily directed to the management teams of Local Government is increasingly popular with elected members due to the quality and content of speakers and presentations.

Councillors should indicate their interest in attending.

Statutory Environment

Local Government Act and Council policy concerning travel expenses

Strategic Implications

Theme – Civic Leadership - 4.9 Human resource excellence, CL4.9.5 Provide professional development opportunities for staff to participate in

Policy Implications

Nil

Financial Implications

There is an annual allocation for conference and seminar expenses.

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Recommendation

That Council endorse the attendance of the DCEO and interested Councillors to the LGMA State Conference in Fremantle from 29th October to 31st October 2014.

Voting Requirements

Simple Majority

182/2014

Moved Cr Pasini Seconded Cr W Della Bosca. That Council endorse the attendance of the DCEO and interested Councillors to the LGMA State Conference in Fremantle from 29th October to 31st October 2014.

CARRIED (5/0)

Submission to:	Ordinary Meeting of Council – Friday 17 th October 2014
Agenda Reference:	7.3
Subject:	Christmas Functions – Councillors / Staff / Senior Citizens
File Reference:	2.1.2.3
Author:	Vivienne Piccoli – Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	5 th October 2014

Background

With Christmas fast approaching, it is necessary that Council considers dates and the type of functions to be held in order that staff can commence organising the above functions. There has been some discussion from staff that supports having one Staff Christmas function and a Councillor Christmas Dinner, this idea is presented for Council's consideration.

Comment

Councillor Christmas Dinner

This event normally coincides with the December Ordinary Council Meeting and commences at approximately 6.30pm for pre-dinner drinks, and dinner being served at 7.00pm. The December Council meeting is scheduled to be held on Friday, 19th December 2014.

The proposed invitees for the Councillor Christmas Dinner would include; Councillors and Manager's with partners, Australia Day recipients and special guests with partners. The arrangements made so far include; the function being held at the Palace Hotel with a Christmas themed three course meal being prepared. Invitations will be going out early November to invitees.

Shire of Yilgarn Staff Christmas Function

It is proposed that the Staff Christmas function will be held on Thursday the 18th December 2014 commencing at midday. Similar to last year the function will be held at the Yilgarn Bowls and Tennis clubhouse and incorporate some social games of

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bowls in the afternoon. All Staff, Councillors and contractors are invited to attend this function.

In previous years, Council has approved that the Administration Office and Depot are closed from midday on the day of the function, to allow the administration staff to socialise with the outside crew. This format has proved to be very popular. It is an

excellent way to promote team building throughout Council' workforce, whilst also celebrating the festive season.

Senior Citizens Christmas Function

The Senior Citizen Christmas function is proposed to be held on Sunday 7th December 2014, falling on the first Sunday in December, keeping with tradition.

Council have contacted the Yilgarn Bowls and Tennis Club who have expressed they are interested in providing the catering for the event the committee have been requested to provide a menu and quote for Council to consider.

The arrangements made so far include; the function being held at the Community Centre commencing at 12.30pm, with a Christmas themed three course meal being prepared. Council is currently advertising the event in Crosswords advising people who have just turned 60 to register with the Shire by the 7th November, and then invitations will be sent out on the 12th November 2014 for the event.

Statutory Environment

Nil

Strategic Implications

Theme – Civic Leadership - 4.10 Provision of a safe, secure and encouraging working environment for all staff and elected members

Theme – Social - 1.1 Investigate and implement community programs to encourage involvement at all ages and levels

Policy Implications

Nil

Financial Implications

There is an allocation in Council's 2014/15 budget for Christmas functions

Recommendation

That Council endorses the following in respect to conducting the above Christmas functions for 2014:-

- 1) That the Councillors' Christmas Dinner be held on Friday 19th December 2014, after the December Council meeting.
- 2) That the Shire of Yilgarn Staff Christmas function be held on Thursday 18th December 2014.

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- 3) That Council approves the closing of the Shire Office & Depot at midday on the day of the function on the proviso that the closure is well advertised to ensure minimum inconvenience to the public.
- 3) That the Senior Citizens Christmas function be held on Sunday the 7th December 2014 at the Community Centre.

Voting Requirements

Simple Majority

COUNCIL DISCUSSION

After Council discussion the Shire President suggested that she would like to see a combined Councillor and Shire of Yilgarn staff Christmas function. Council decided the December Council meeting be brought forward to start at 9.00am with a midday finish allowing the combined function to begin at 12.30pm. Councillors and staff are all invited to attend.

Amendment to the Recommendation

183/2014

Moved Cr J Della Bosca Seconded Cr Pasini. That Council endorses the following functions

- 1) The Councillors and Shire of Yilgarn staff have a combined Christmas Function to be held on Friday 19th December 2014.*
- 2) That the Senior Citizens Christmas function be held on Sunday the 7th December 2014 at the Community Centre.*

CARRIED (5/0)

Submission to:	Ordinary Meeting of Council – Friday 17 th October 2014
Agenda Reference:	7.4
Subject:	Administration Office & CRC Christmas Closure
File Reference:	2.4.1.10
Author:	Vivienne Piccoli – Chief Executive Officer
Disclosure of Interest:	Nil
Date of Report:	5 th October 2014

Background

Over the past years Council has closed the administration Office over the Christmas period to allow staff to have time off to be with family and friends during the festive season. This year Christmas and New Year falls mid-week and I have attempted to structure Shire Office closure that would both suit Council staff and the least disruption to the community.

Comment

The recommended administration office closure dates are as follows:

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Monday	Tuesday	Wednesday	Thursday	Friday
15/12/14	16/12/14	17/12/14	18/12/14	19/12/14
Open	Open	Open	Closed at 12.00pm Staff Christmas Function	Open
22/12/14	23/12/14	24/12/14	25/12/14	26/12/14
Open	Open	Closed at 12.00pm	Closed Public Holiday	Closed Public Holiday
29/12/14	30/12/14	31/12/14	1/01/15	2/01/14
Closed	Closed	Closed	Closed Public Holiday	Closed
5/01/14	6/01/15	7/01/15	8/01/15	9/01/15
Open	Open	Open	Open	Open

In accordance with Council’s Staff Policy Manual s7.2 relating to Christmas Office Shutdown, the permanent administration staff are entitled to 2 ½ days paid ordinary hours as “grace and favour days” in recognition of time worked in excess of normal hours during the year, and they are also entitled to a public servant holiday for the 2nd January the remainder of the days off will be taken as annual leave or rostered days off.

The above closure dates will be posted at the Shire Office and advertised in Crosswords from the 4th November through to the end of the year, to ensure that the community have sufficient notice.

Statutory Environment

Nil

Strategic Implications

Theme – Civic Leadership - 4.10 Provision of a safe, secure and encouraging working environment for all staff and elected members

Policy Implications

Nil

Financial Implications

Nil

Recommendation

For Council’s Information

Information Received

Note: Change to dates abovementioned - the Shire Office is closed half a day on Friday 19th December for staff to attend the Christmas Function, instead of the 18th December 2014.

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Submission to:	Ordinary Meeting of Council – Friday 17 th October 2014
Agenda Reference:	7.5
Subject:	Dual Fire Control Officer
File Reference:	5.1.5.1
Author:	Vivienne Piccoli – Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	5 th October 2014

Background

Our Council has received correspondence from the Shire of Kondinin, to advise that the Kondinin Shire Council seeks the appointment of Mr Rolf Meeking as a Dual Fire Control Officer with the Shire of Yilgarn for the 2014/2015 fire season.

Comment

Section 40 (1) and (2) of the Bush Fires Act 1954 state the following in respect to local authorities joining to appoint and employ Bush Fire Control Officers:-

Section 40

- (1) Two or more local authorities may by agreement join in appointing, employing and remunerating bush fire control officers for the purpose of this Act.*
- (2) Bush fire control officers so appointed may exercise their powers and authorities and shall perform their duties under this Act in each and every one of the districts of the local authorities which have joined in appointing them.*

Statutory Environment

Bush Fires Act 1954 Section 40(1) (2)

Strategic Implications

Theme – Social - 1.9 Investigate and seek community support for the maintenance and/or improvement of the Shire’s current health infrastructure and health services - S1.9.2 Provide services in fire prevention and control.

Policy Implications

Nil

Financial Implications

Nil

Recommendation

That Council advise the Shire of Kondinin that it agrees to appoint Mr Rolf Meeking as a Dual Fire Control Officer for the Shire of Yilgarn during the 2014/2015 fire season.

Voting Requirements

Simple Majority

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184/2014

Moved Cr Chrisp Seconded Cr Pasini. That Council advise the Shire of Kondinin that it agrees to appoint Mr Rolf Meeking as a Dual Fire Control Officer for the Shire of Yilgarn during the 2014/2015 fire season.

CARRIED (5/0)

Note: DCEO left the meeting 2.35pm – returned 2.37pm

Submission to:	Ordinary Meeting of Council – Friday 17 th October 2014
Agenda Reference:	7.6
Subject:	Southern Cross Caravan Park - Quarterly Report
File Reference:	4.1.7.2
Author:	Vivienne Piccoli - Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	5 th October 2014

Background

The Shire of Yilgarn took over Management of the Southern Cross Caravan Park on the 1st July 2014, after resolving at the April 2014 meeting the following:

59/2014

Moved Cr Close Seconded Cr Guerini. That council writes to Mr and Mrs Boulden and advises them that the tender submitted was non-conforming and that the Shire of Yilgarn would like them to continue to operate the caravan park until 30th June 2014 after which time vacant possession will be required and Council will take on management of the caravan park. Council authorises the CEO to proceed with advertising to engage caravan park managers.

CARRIED (6/0)

Comment

Over the past three months substantial progress has been achieved at the Southern Cross Caravan Park including;

- 2 x full time Caretakers (Ray & Lisa Sweet) and 1 x relief Caretaker (Diane Della Bosca) have been employed.
- General clean-up of gardens and accommodation at the park has occurred.
- Customer service is being provided at a high level.
- Administration functions have been developed and followed.

Mr & Mrs Sweet have been collecting statistical data on the number of visits to the Park (see attached) and they have also implemented an evaluation tool which provides customer feedback (see attached spread sheet).

The data shows that there has been an increase in occupancy at the Park and we have received a lot of positive feedback from patrons who have stayed at the park, and some constructive feedback in relation to improvements that can be made.

In relation to Income and Expenditure spent to date, see below table:

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SOUTHERN CROSS CARAVAN PARK INCOME AND EXPENDITURE			
1st Quarter - July to September 2014			
Acct Code	Account	Current Budget	Actual
1R132100	Caravan Park Income	300,000.00	65,993.08
			65,933.08
1E132110	Caravan Park Operations	44,800.00	22,097.62
1E132120	Caravan Pk Res Maintenance	28,709.00	23,248.47
1E132130	Caravan Park Maintenance	10,838.00	16,616.56
1E132150	Caravan Park Wages	143,290.00	24,422.41
1E132160	Caravan Park Super	23,390.00	3,699.94
1E132170	Caravan Park Insurance	5,740.00	3,150.00
1E132180	Caravan Park Other Expenses	22,150.00	4,454.46
1E132190	Caravan Park Motor Vehicle Expenses	5,000.00	313.18
1E132510	Caravan Park Improvements	392,361.00	-
			98,002.64
	Net Surplus / Deficit		-32,069.56

In addition Council has run a “Design Our Logo” competition for school age children to participate in, asking them to design the logo for the Southern Cross Caravan Park and Tourist Accommodation. The competition closed on the 30th September 2014, the CEO, MEHBS and Mr & Mrs Sweet reviewed the entries and identified four entries that have stood out including;

1 st Prize Winner	– Joey Dal Busco	\$200 Cash Prize
Highly Commended	– Kirra Greensill	\$10 Voucher IGA
Highly Commended	– Callum Darby	\$10 Voucher IGA
Highly Commended	– Owen Darby	\$10 Voucher IGA

All other entrants will receive a participation certificate from the Shire of Yilgarn.

Statutory Environment

Nil

Strategic Implications

Theme – Social - 1.4 Promote the Shire to both Western Australian and national travellers to increase tourist numbers to the region.

Policy Implications

Nil

Financial Implications

There is an allocation in the 2014/15 Budget for Income/Expenditure at the SX Caravan Park.

For Council’s Information

Information Received

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Submission to:	Ordinary Meeting of Council – Friday 17 th October 2014
Agenda Reference:	8.1
Subject:	Financial Reports
File Reference:	8.1.3.2
Author:	John Bingham – Deputy Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	9 th October 2014

Background

Enclosed for Council's information are various financial reports that illustrate the progressive position of Council financially on a month-by-month basis.

The following reports will be tabled at the meeting and have been prepared as at the 30th September 2014:

- Rates Receipt Statement
- Statement of Investments
- Monthly Statement of Financial Activity
- Unaudited Own Source Revenue Ratio

Councillors will be aware that it is normal practice for all financial reports to be indicative of Council's current Financial Position as at the end of each month.

During the 2012/2013 audit it was noted by the Shire's Auditors that the own source revenue was below acceptable. Council asked for the ratio to be monitored and is therefore included as part of this report.

Council should note that whilst this September report has been presented to Council the final figures are likely to change once the end of year audit has taken place.

Statutory Environment

Local Government (Financial Management) Regulations 1996 Regulation 34(i) (a) and Regulation 17

Policy Implications

None

Financial Implications

None

Strategic Implications

None

Voting Requirements

Simple majority required

Recommendation

That the Various Financial Reports for the period ending 30th September 2014 as presented be received.

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185/2014

Moved Cr Pasini Seconded Cr W Della Bosca. That the Various Financial Reports for the period ending 30th September 2014 as presented be received.

CARRIED (5/0)

Submission to:	Ordinary Meeting of Council – Friday 17 th October 2014
Agenda Reference:	8.2
Subject:	Accounts for Payment
File Reference:	8.2.1.2
Author:	John Bingham – Deputy Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	9 th October 2014

Background

Municipal Fund – Cheque Numbers 39407 to 39453 totalling \$185,430.06, Municipal Fund EFT numbers 2882 to 2983 totalling \$524,561.85, Municipal Fund – Cheque Numbers 1177 to 1181 totalling \$172,103.73, Trust Fund – 402084 to 402086 totalling \$3,083.95 and Trust Fund – Cheque Numbers 5917 to 5921 (DPI Licensing), totalling \$49,688.50 are presented for endorsement as per the submitted list.

Statutory Environment

Sections 5.42 and 5.44 of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996, Regulation No 12 and 13

Policy Implications / Delegation Register

Council has provided delegation to the Chief Executive Officer, Deputy Chief Executive Officer, Manager of Environmental Health and Building Services and/or Manager for Works to make payments from the Shire of Yilgarn Municipal, Trust or other Fund.

Financial Implications

Reduction to Bank Accounts balances.

Strategic Implications

Nil

Voting Requirements

Simple Majority

Recommendation

Municipal Fund – Cheque Numbers 39407 to 39453 totalling \$185,430.06, Municipal Fund EFT numbers 2882 to 2983 totalling \$524,561.85, Municipal Fund – Cheque Numbers 1177 to 1181 totalling \$172,103.73, Trust Fund – 402084 to 402086 totalling \$3,083.95 and Trust Fund – Cheque Numbers 5917 to 5921 (DPI Licensing), totalling \$49,688.50 are presented for endorsement as per the submitted list.

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186/2014

Moved Cr Pasini Seconded Cr J Della Bosca. That Municipal Fund – Cheque Numbers 39407 to 39453 totalling \$185,430.06, Municipal Fund EFT numbers 2882 to 2983 totalling \$524,561.85, Municipal Fund – Cheque Numbers 1177 to 1181 totalling \$172,103.73, Trust Fund – 402084 to 402086 totalling \$3,083.95 and Trust Fund – Cheque Numbers 5917 to 5921 (DPI Licensing), totalling \$49,688.50 are presented for endorsement as per the submitted list

CARRIED (5/0)

Submission to:	Ordinary Meeting of Council – Friday 17th October 2014
Agenda Reference:	8.3
Subject:	Community Resource Centre Coordinators Report
File Reference:	1.3.4.1
Author:	John Bingham – Deputy Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	9 th October 2014

Purpose of Report

For Council information on what activities, planning and training the Community Resource Centre has under taken in the previous month.

Background

To advise what activities, planning and training the Community Resource Centre has under taken in the previous month.

Discussion



CO-ORDINATOR'S REPORT

Prepared by: Ronice Blair
01.09.2014 – 30.9.2014
Southern Cross Community Resource Centre

Monthly Statistics

Internet	\$83.00
Print/scan	\$734.05
Send/receive fax	\$60.00

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Advertising	\$1995.00
Crosswords sales	\$266.00
Secretarial	\$1785.90
Activities & Events	\$1088.70
Items for resale	\$138.70
Room Hire	\$140.00
Donation	\$100.00
Seniors	\$120.00

General Enquiries	345
Members	0
Computer usage	16
Library	67
Centrelink	40
Max Employment	56
Bookclub	6

DRD TARGETS

Workforce Development Visit	0
Business After Hours	13
State Government Information	2
Westlink	4

ACTIVITIES & EVENTS

Numbers at the Seniors Exercise sessions remain steady. A twilight carpet bowls session was held during the first week of September and was well received. Comments were made these evening events are relaxing and viewed more as a social opportunity than a competitive sports match. We will continue to schedule a twilight bowls night every 6 weeks or so while numbers remain strong.

I organised the Community Bus to travel to Coolgardie for Coolgardie Day. We started off with the bus fully booked but had several cancellations in the days immediately prior so only 16 people actually got on board.

The CRC sponsored entertainment at the Seniors Centre by Les Helfgott. Les played bush band music to an audience of about 20.

The CRC organised the BAH meeting for the last quarter - Monica Fairless presented a slide show and answered questions about creating low cost websites. The presentation was well received.

The CRC's inaugural Photography Competition was held over the weekend of 27th & 28th September. We had 42 exhibitors and 300 photographs entered. Clive Davies from Kalgoorlie, who acted in the capacity of judge was very impressed with both the quality and quantity of entries. Clive has indicated a willingness to travel back to Southern Cross and conduct photography courses if sufficient numbers are interested. I will be looking at this for early next year. I am looking at running the competition

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again next year however next time incorporating it with the Rose and Flower Show. I also have three people/groups wanting to have a stall at 2015's Rose and Flower Show which is encouraging.

Photographs entered into the competition will feature in this year's Shire of Yilgarn calendar which is being organised by the CRC and will be available for distribution in the first week of December. We have sent letters to businesses who usually advertise with Crosswords or our Community Directory offering advertising space in the calendar.

The CRC was responsible for some of the management of the Collections & Car Weekend – primarily the Collectors Group operations. Reports suggest the weekend was a success, and saw increased numbers to our main street. A full round-up of the Collections activities was included in our Crosswords October 9th edition.

Rosie Fleay from Workforce Development attended the CRC on the 17th September and was available for people to talk to regarding career choices. Despite advertising for 6 weeks prior nobody took advantage of the services being offered, however Rosie is expecting to be visiting Southern Cross on a more regular basis in 2015 and so we are currently looking at offering some workshops including Resume Writing and Your Rights at Work.

BUILDING RELATIONSHIPS

Bookclub held their monthly meeting in the library during September and Monica attended a Kidsport Hub meeting in Merredin. I attended the monthly Tourism meeting; a Hospital Auxiliary meeting and the Tidy Towns Regional Awards in Kellerberrin.

Ronice Blair
Coordinator
2014

Information Received

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Submission to:	Ordinary Meeting of Council – Friday 17 th October 2014
Agenda Reference:	8.4
Subject:	Risk Management Framework
File Reference:	8.4.3.2
Author:	John Bingham – Deputy Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	9 th October 2014

Background

It is now a requirement for Local Government Audit Committees to review a report given to it by the CEO under *Local Government (Audit) Regulations 1996* section 17 and (i) report to the Council the results of that report and (ii) give a copy of that report to the Council. The report must address the appropriateness and effectiveness of certain systems and procedures in relation to:

- a. Risk Management; and
- b. Internal Control; and
- c. Legislative Compliance.

The deadline for the first report is 31st December 2014.

To ensure strong corporate governance is practiced when reporting on Risk Management (including internal controls and legislative compliance) it is essential a Framework be developed, approved and implemented by Council. A Framework aims to balance a documented, structured and systematic process with the current size and complexity of the Shire along with existing time, resource and workload pressures. It also sets out the Shire's approach to the identification, assessment, management, reporting and monitoring of risks. Finally all components of the Framework are based on the international standard AS/NZS ISO 31000:2009 Risk Management.

Statutory Environment

Local Government (Audit) Regulations 1996 Regulation 17

Policy Implications

Risk Management Policy

Financial Implications

None

Strategic Implications

None

Voting Requirements

Simple majority required

Recommendation

That Council adopt the Risk Management Framework as presented.

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187/2014

Moved Cr W Della Bosca Seconded Cr Chrisp. That Council adopts the Risk Management Framework as presented.

CARRIED (5/0)

Submission to:	Ordinary Meeting of Council – Friday 17 th October 2014
Agenda Reference:	8.5
Subject:	Key Dates - Annual Report & Electors Meeting
File Reference:	8.5.3.2
Author:	John Bingham – Deputy Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	9 th October 2014

Background

The following key dates have been scheduled by the CEO and DCEO to ensure compliance with Annual Financial Reporting legislative requirements:

- 4th & 5th November, Tues. & Wed. – Auditor visit.
- 1st December, Mon. - completion of Audited Financial Statements
- 19th December, Fri. at 8.30am – Audit committee meeting to review financials with auditor
- 19th December, Fri. at 1.30pm – Ordinary Council meeting to adopt Annual Report.
- 4th February, Wed. at 7.30pm – Annual Electors meeting

Statutory Environment

None

Policy Implications

None

Financial Implications

None

Strategic Implications

None

Voting Requirements

None

Recommendation

For Council's information

Information Received

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Submission to:	Ordinary Meeting of Council October 18 th 2014
Agenda Reference:	Works 9:1
Subject:	WALGA Preferred Supply Contract – Plant Replacement Program 2014/2015 – Multi Tyred Roller
Location/Address:	N.A.
Name of Applicant:	N.A.
File reference:	6.4.1.5
Author:	Robert Bosenberg - Manager of Works
Disclosure of Interest:	N.A.
Date of Report:	9 th October 2014

Background

In accordance with Councils 2014/2015 Ten Year Plant Replacement Program quotations were invited through WALGA'S Preferred Supply Contract to supply and deliver one only multi tyre roller and to trade Councils current 2006 Ammann AP 240 Multi Tyred Roller.

Invitations to supply a quote were sent out to ATLAS COPCO GROUP, TUTT BRYANT GROUP, and Westrac Equipment.

A monetary allocation of \$185,000 for the outright purchase of a new roller and an income value of \$40,000 (*trade of the existing roller*) resulting in a changeover cost of \$145,000 has been allowed for in the 2014/2015 Financial Year Budget for this vehicle.

The trade vehicle (Ammann AP 240 Multi Tyred Roller) was purchased in the 2006 under Councils Plant Replacement Program. At the time of this report the Ammann AP 240 had completed 8,000 hours. This roller is now starting to record frequent downtime due to breakdowns which can be put down to the aging of the machine.

The proposed trade roller is one of two multi tyred rollers Council has with the their primary functions been to assist with achieving maximum compaction on bitumen sealing works, major road upgrades, gravel sheeting and maintenance works on council's road network.

Comment

Specifications to new Multi Tyred Roller being:

SPECIFICATION – MULTI TYRED ROLLER

Make & Model tendered _____
Date of Manufacture _____
(Preferred 2014 model)
Overall operating weight _____ Kg
(Min. 14,000kg un-ballast, max 24,000kg fully ballast)
Type of ballast (water and steel)

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Engine (must meet current emission control standards)

Net power output (min 70kw) _____ kW
Cylinders _____
Make _____
Capacity _____ litres

Transmission & Drive

Hydrostatic

Frame

Rigid

Ballast Compartment
compartments

Rust proof coating on all water ballast

Cab

Enclosed cab with Rollover Protection Structure

Air-conditioning/heater to suite cab size, reversing light and alarm, hour meter, horn, on the move central tyre inflation system, lockable anti vandal dashboard

Control Panel: Hour meter fitted, engine oil pressure gauge, engine temperature gauge, air filter vacuum gauge, charge control gauge, torque converter temperature gauge, brake pressure gauge

AM/FM radio, UHF-GME Electraphone TX 3500, fitted including aerial and microphone

VHF-TAIT 8200 fitted including aerial and microphone equipped with bush fire frequencies, channels 32, 45 and 59

Window tint to all windows, wiper and washers to front and rear windows, rear vision mirrors, scrapers to tyres,

One 2kg fire extinguisher fitted to inside of cab.

Canvas seat covers fitted

Tyres

min four front/four rear 11.00 – 20 x 16 ply rating smooth tyre, Spare Tyre and Rim not mounted.

Others

Tool box fitted to frame, equipped with basic tool kit, Tow hitch fitted (front and rear)

Tyre inflation kit, socket to suit wheel nuts, extension bar and power bar

Two x flashing amber beacon in protective cage, cab roof mounted, engine rail safety rails if required

Workshop Manual and Spare Parts Catalogue to be supplied

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Sign writing "SHIRE OF YILGARN", black lettering

Locks to doors, engine covers and tool box to match

The following tenders were received: (GST inclusive)

1 Westrac Equipment

Caterpillar CW34NN Roller – per quotation submitted	\$211,387.00
Less Trade-in Ammann AP - 240	\$ 22,000.00
Net changeover	<u>\$189,387.00</u>

Specification for Caterpillar CW34NN Roller

Date of Manufacture 2014

Engine – Caterpillar 4 cylinders, Cat C4.4 ACERT, water cooled turbo diesel engine

Net power output 98kw

Operating Weight (un-ballast) 10,000kg

Ballast (steel/water) 19,450kg

This vehicle can be ballast up to an operating weight of 26,480kg using wet sand/steel

Standard Warranty 12 months with extended warranty on the powertrain 36 month/6000 hours

2 TUTT BRYANT EQUIPMENT

Bomag BW24RH Roller – per quotation submitted	\$170,500.00
Less Trade-in Ammann AP 240	<u>\$ 41,800.00</u>
Net changeover	<u>\$128,700.00</u>

Date of Manufacture 2014

Specification for Bomag BW24RH Roller

Engine – Deutz BF4m, water cooled, turbo diesel engine

Net power output 75kw

Operating Weight un-ballast 13,530kg

Ballast (steel/water) 18,400kg

This vehicle can be ballast up to an operating weight of 26,480kg using wet sand/steel

Standard Warranty 12 months or 1000 hours with extended warranty on the powertrain 24 month/2000 hour

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4 ATLAS COPCO GROUP

Dynapac CP2100 - per quotation submitted	\$181,500.00
Less Trade-in Ammann AP 240	<u>\$ 41,250.00</u>
Net changeover	<u>\$140,250.00</u>

Date of Manufacture 2014

Specification for Dynapac CP2100

Engine – Cummins QSB-3.3 water cooled turbo diesel engine

Net power output 74kw

Operating Weight ballast with steel 15,500kg

Ballast (with steel/water) 19,000kg

This vehicle can be ballast up to an operating weight of 21,000kg using wet sand/steel

Standard Warranty 12 months or 1000 hours with extended warranty on the powertrain 24 month/2000 hour

SUMMARY OF TENDERS RECEIVED GST INCLUSIVE

Company	Make and Year Manufactured	Kilowatts	Operating weight steel/water only	Price	Less Trade	Change-over
Westrac	Caterpillar CW34NN	95kw	19,450 kg	\$211,387	\$22,000	\$189,387
AtlasCorpo Group	Dynapac CP2100	74kw	19,000kg	\$181,500	\$41,250	\$140,250
TuttBryant Equipment	Bomag BW24RH	75kw	18,400 kg	\$170,500	\$41,800	\$128,700

As it can be seen from the above summary the operating weight of the rollers quoted on, range from 18,400kg to 19,450kg ballast with water and steel. The two current

rollers that council is running have an operating weight of 18,000kg ballast with water and steel.

The changeover cost of \$189,387 submitted by Westrac for the Caterpillar CW34NN Roller is the dearest but has a superior warranty offer on the powertrain of 36 months/6000hrs in comparison to the rollers quoted on from Atlas Copco Group for the Dynapac CP2100 (\$140,250) and Tutt Bryant Equipment for the Bomag BW24RH (\$128,700), both have a warranty on the powertrain 24 months/2000 hours.

It's the opinion of the author of this report that even though the Caterpillar CW34NN Roller has superior warranty and a higher operating weight it is hard to justify the higher change over cost in comparison to the other two rollers been offered by the two other companies that have submitted quotations.

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Contact has been made with a shire that is running a Bomag BW24RH Roller and they have indicated they have had very little problems with this type of roller and have experienced good backup service when required.

Statutory Environment: In accordance to WALGA's Preferred Contract Supplies and Councils "Finance Policy 3.5 Purchasing and Tendering"

Financial Implications: A monetary allocation has been allowed in the 2014/2015 Plant Replacement Program for the changeover of this vehicle.

Strategic Implications: Ten Year, Plant Replacement Program
E3.4.2 annually review Shire roads and maintain and upgrade identified roads

Recommendation

Council accepts the quotation submitted by TUTTBRYANT to purchase the Bomag BW24RH for the purchase cost of \$170,500 (GST inclusive) and trade its current 2006 Ammann AP 240 Roller for the quoted trade price of \$41,800 (GST inclusive) resulting in a changeover cost of \$128,700 (GST inclusive)

Voting Requirements

Simple Majority

188/2014

Moved Cr Pasini Seconded Cr Chrisp. That Council accepts the quotation submitted by TUTTBRYANT to purchase the Bomag BW24RH for the purchase cost of \$170,500 (GST inclusive) and trade its current 2006 Ammann AP 240 Roller for the quoted trade price of \$41,800 (GST inclusive) resulting in a changeover cost of \$128,700 (GST inclusive).

CARRIED (5/0)

Note: Council adjourned at 3.12pm – re-convened 3.35pm

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Submission to:	Ordinary Meeting of Council – Friday 17 th October, 2014
Agenda Reference:	10.1
Subject:	Planning Application – Establish a Pet Meat Butchering Plant
Location/Address:	Lot 64 (H/No 33) Nicholls Street, Bullfinch
Name of Applicant:	Mr Andrew Parker
File Reference:	3.1.3.6 & 3.1.3.4
Author:	Manager Environmental Health & Building Services – W J Dallywater
Disclosure of Interest:	Not applicable
Date of Report:	8 th October 2014

Background

Further to Agenda Item 10.6 of the August 2014 Council Meeting, Mr Andrew Parker has visited the Shire Office and spoken to me outlaying his proposal to establish a pet meat butchering plant on Lot 64 Nicholls Street, Bullfinch.

It is proposed that Mr Andrew Parker and his son (early 20 years of age) would operate the butchering plant on a part-time basis, as follows:-

- Mr Parker has 3 main stations that he is allowed to shoot pest animals on, plus a few others;
- Mr Parker goes shooting 3 or 4 times per year to take a quota of 20 tonnes per year;
- He is mostly looking at shooting camels and donkeys, but will also shoot some kangaroos if required by the station owner;
- The animals are shot out on station country where they are gutted, quartered and hung in a mobile chiller pulled behind his vehicle, and possibly skinned once cold enough. Waste matter is left on the station property or buried on the station property depending on what the station owner wants.
- At his property in Bullfinch the meat is cut off the bone and vacuum packed as per his customer's requirements.
- From the butchering process there will be by-products of bones, some blood but not much, and possibly skins if the animal is not skinned out on the station.
 - Bones – Mr Parker believes the station owners will let him take the bones out there to bury them, or consider privately owned land;
 - Blood – the wastewater from the butchering process would drain into a fat trap/grease trap before going into a septic tank system installed near the processing room/building;
 - Skins – Mr Parker asked if he could take them to the Southern Cross Landfill Site for disposal.

Mr Parker has advised that while some of the meat will be used for wild dog baits, he will not be handling the poison as he is not licenced to do so, and this process will be carried out by the Department of Agriculture officers at their own facilities.

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After meeting the quota of meat for wild dog baits the remaining meat will be processed for the pet meat market and sold to outlets in Perth.

Mr Parker has advised that his son would be living on the site in Bullfinch full-time while he would be moving between Perth, Bullfinch, and the various stations.

Comment

Health Issues

A de-boning plant or butchering plant is different to my initial understanding of this proposal and can operate within a townsite.

The by-products of blood and wastewater can be adequately handled via a septic tank system, especially with a fat trap or grease trap installed prior to the septic tank to collect blood solids, fat, pieces of meat and other matter washed down the drain. Bones would be better sent to a blood and bone processor in Perth if possible, otherwise burying them is a suitable means of disposal. The issue of where the bones are to be buried is still a question to be determined. Skins should be left in the bush on the station country and not brought into Bullfinch on the carcasses. The Manager of Works agrees that skins and bones should not be disposed of at the Southern Cross Landfill Site, and they cannot be disposed of at the Bullfinch Landfill Site either.

In regards to being a processor of pet meat Mr Parker will need to apply to the Shire for registration, and will need to apply to the Department of Health for a pet meat processing establishment brand.

Town Planning Issues

Lot 64 currently has a dwelling on the site and as Mr Parker will be occupying the house while in Bullfinch, the property is therefore considered residential. The proposed pet meat processing plant should be established on land zoned "Industrial" or "Rural". All lots within the townsite of Bullfinch are zoned under the Shire of Yilgarn Town Planning Scheme No 2 as "Townsite" which means that all proposed development other than a single dwelling needs to be considered by Council.

Nicholls Street, as indeed all of Bullfinch, is not densely populated and Mr Parker only has 3 near neighbours. See attached aerial view of the lot.

I am in the process of contacting neighbours near Lot 64 to find out their opinion/thoughts regarding Mr Parker's proposal. At this time those that I have spoken with (Owners of Lots 16 & 15 Nicholls Street; Lot 49 Doolette Street; and Lot 5 Doolette Street) all have no objections or concerns in regards to Mr Parker's proposal and are happy for it to go ahead.

After speaking with Mr Parker again I am happier in my understanding of what his proposal involves and agree that a deboning or butchery premises is suitable within a townsite area.

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Statutory Environment

Compliance with the Shire of Yilgarn Town Planning Scheme No 2, the Health Act 1911 as amended, the Health (Pet Meat) Regulations 1990.

Strategic Implications

Community Business Plan – Theme –

Economic 3.6 Develop programs that assist and encourage businesses to survive, grow and thrive in the Shire.

Economic 3.7 Encourage and support local businesses to ‘think outside the square’ and to improve business opportunities in the region

Policy Implications

Nil

Financial Implications

Nil

Recommendation

That Council grants Mr Parker planning approval to establish a deboning or butchery premises on Lot 64 Nicholls Street, Bullfinch on the conditions that –

- carcasses are skinned out on the station country where the animals are shot and are disposed in an appropriate manner;
- the bones after the deboning process are taken to a processing plant in or near the Perth metropolitan area;
- Mr Parker must apply to the Department of Health for a pet meat branding stamp for this premises;
- Mr Parker must be licensed by the Department of Agriculture and Food for the taking of camels, donkeys and kangaroos for processing for pet food; and
- Mr Parker must meet all health requirements under the Health Act 1911 and associated regulations.

Voting Requirements

Simple Majority

189/2014

Moved Cr Pasini Seconded Cr W Della Bosca. That Council grants Mr Parker planning approval to establish a deboning or butchery premises on Lot 64 Nicholls Street, Bullfinch on the conditions that –

- *Carcasses are skinned out on the station country where the animals are shot and are disposed in an appropriate manner;*
 - *The bones after the deboning process are taken to a processing plant in or near the Perth metropolitan area;*
 - *Mr Parker must apply to the Department of Health for a pet meat branding stamp for these premises;*
 - *Mr Parker must be licensed by the Department of Agriculture and Food for the taking of camels, donkeys and kangaroos for processing for pet food; and*
 - *Mr Parker must meet all health requirements under the Health Act 1911 and associated regulations*
- CARRIED (3/2)**

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Submission to:	Ordinary Meeting of Council – Friday 17 th October, 2014
Agenda Reference:	10.2
Subject:	Planning Application – Setback Distance for Proposed Extension of Shed at Rear of Fire & Rescue Station
Location/Address:	Lots 446 & 763 (H/No 34) Cnr Altair & Canopus Streets, Southern Cross
Name of Applicant:	Messrs Ian Christie and Anthony Dal Busco on behalf of Southern Cross Volunteer Fire & Rescue Brigade
File Reference:	2.4.1.15 & 3.1.3.4
Author:	Manager Environmental Health & Building Services – W J Dallywater
Disclosure of Interest:	Not applicable
Date of Report:	8 th October, 2014

Background

Mr Ian Christie (builder) on behalf of the Southern Cross Volunteer Fire & Rescue Brigade has submitted an application to extend the existing metal storage shed located at the rear of the Southern Cross Fire Station location on Lots 446 & 763 corner Altair & Canopus Streets, Southern Cross. The proposal is extend the shed on the west side 3.920m up to the rear lot boundary and have the width of the extension 2m wider than the existing shed so that it is 8.0m wide. Thus the extension would be 3.920m x 8.0m (31.36m²). If this is approved then the total area of the shed will be 97.36m² in area. See attached proposed site plan for the shed extension.

Mr Anthony Dal Busco, Captain of the Southern Cross Volunteer Fire & Rescue Brigade has advised that the reason for the proposed extension is to provide a designated weights room where volunteers can exercise. It is also proposed to divide the existing shed into 2 sections – the east or front section would still be used for storage of items, plus would be used more for social activities where parents can watch their children playing on the grassed area; and the west or rear section is where the bar is currently located. As the Brigade has a number of junior members under 18 years of age they want them to access the weights and gym equipment but not have access to the bar.

The rear gate that opens onto the rear laneway is still required for fire trucks to exit and enter the rear of the property through this gate into/from the rear laneway. Under this proposal the gate would stay where it is but would butt up to the shed extension. This would make the opening wider and allow a greater turning arch for vehicles entering and exiting the property.

Mr Dal Busco does not want to have a setback from the rear fence as this would reduce the available space for the proposed weights room and would impact on widening the rear gate way.

Comment

Lots 446 & 763 corner Altair & Canopus Streets are currently zoned “Public Purposes – Fire Station” under the Shire of Yilgarn Town Planning Scheme No 2. Under the

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Town Planning Scheme Table 2 – Development Table a similar land use of “Vehicle Sales” states that the minimum setback to boundaries is to be determined by Council.

The existing storage shed is setback –

- 11.250 metres from the rear of the Fire Station building;
- 2.40 metres from the south side boundary;
- 3.920 metres from the west rear boundary.

Table 2 – Development Table in the Shire of Yilgarn Town Planning Scheme No 2 provides a guide to minimum boundary setbacks for different land uses. A “Fire Station” is not listed but a similar type of land use is a “Vehicle Sales” which has asterisks * for the front, rear, and side boundary setbacks, which means that the setbacks need to be determined by Council. See attached copy of Table 2.

If this was a residential lot the minimum required setback for a shed from the side or rear boundary is 750mm. This setback ensures that stormwater sheeting of the roof lands on its property not the neighbours, affords adequate space to clean up around the shed, and provides a small buffer between the shed on one property a shed on an adjoining property. The setback is small because residential sheds should not be storing volumes of chemicals that could explode or are highly flammable.

If this was a commercial lot the minimum required setback for a shed from the side or rear boundary could be nil if approved by Council. It could be argued that some land uses under “Public Purposes” are the same or similar to commercial land uses.

In this instance, the extension of the existing shed will be used as an exercise room for the volunteers. The existing shed is currently used for the storage of equipment that is surplus to normal requirements, plus their gym and weights equipment.

Between the rear of the Fire Station and the existing shed plus on the north side of the existing shed is a bitumen open courtyard area which is for social functions, sorting and rolling fire hoses, drying out equipment, washing vehicles, exercising, etc. If a fire vehicle needed to drive out the rear of the yard then the section of courtyard on the north side of the existing shed would need to remain clear.

An alternative location for the shed extension would be on the east side of the existing shed, with the extra width extending south towards the side fence which would be have a setback of between 1000mm to approximately 600mm. This would impact on

the functionality of the courtyard area and prevent fire vehicles from accessing the third or southern bay of the Fire Station.

I understand that the extension will be constructed of similar materials to the existing shed (steel frame and Colorbond roof and walls, and concrete floor), and the ridge line of the existing shed will continue for the proposed extension. Thus gutters will be installed on the north and south side of the proposed extension, with a gable end facing west. A doorway into the proposed extension will be on the east side.

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Statutory Environment

Compliance with the Shire of Yilgarn Town Planning Scheme No 2

Strategic Implications

Community Business Plan – Theme –

Economic 3.1 Maintain community infrastructure to ensure the long term viability and usability of all Council and community buildings and services

Policy Implications

Nil

Financial Implications

Nil

Recommendation

That Council grants permission to the Southern Cross Volunteer Fire & Rescue Brigade to construct a 3.920m x 8.0m extension onto the west side of the existing storage shed and for the extension to extend up to the rear fence line, for the purpose of providing a weights exercise room for the Brigade volunteers, on the condition that all stormwater off the extension is collected on the property and is not discharged into the laneway.

Voting Requirements

Simple Majority

190/2014

Moved Cr Pasini Seconded Cr W Della Bosca. That Council grants permission to the Southern Cross Volunteer Fire & Rescue Brigade to construct a 3.920m x 8.0m extension onto the west side of the existing storage shed and for the extension to extend up to the rear fence line, for the purpose of providing a weights exercise room for the Brigade volunteers, on the condition that all stormwater off the extension is collected on the property and is not discharged into the laneway.

CARRIED (5/0)

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Submission to:	Ordinary Meeting of Council – Friday 17 th October, 2014
Agenda Reference:	10.3
Subject:	Application to Conduct Exploration and Prospecting Activities on Mineral Deposits or Licenses
Location/Address:	Yilgarn Shire
Name of Applicant:	Peter Andrew Wiltshire, and M&M Walter Consulting
File Reference:	3.2.1.6
Author:	Manager Environmental Health & Building Services – W J Dallywater
Disclosure of Interest:	Not applicable
Date of Report:	9 th October, 2014

Background

- 1) Peter Andrew Wiltshire has submitted an application for Prospecting Licence P77/4275 which is located within Reserve 8849 “Common”, south of the Reserve 37892 Lots 994 & 300 “Gravel and Sanitary Landfill Site”, west of the Southern Cross South Road, and south-west of Southern Cross. There are no Council controlled roads within this Licence; however, it is noted because of close proximity to the Shire’s gravel pits and new Southern Cross Landfill Site.
- 2) M&M Walter Consulting has submitted an application on behalf of Bullseye Mining Ltd for Exploration Licence E77/2258 which is located south-west of Southern Cross, extending through half of Reserve 8849 “Common”, south of Great Eastern Highway, north of Unkovich Road, and extends both west and east of the Southern Cross South Road. This Licence includes sections of the following Council controlled roads - Southern Cross South Road and Garrett Road; plus most of the Shire access road it’s gravel pits and approximately half of the new Southern Cross Landfill Site.

Comment

Under the Mining Act any works within a gazetted townsite or within 2Kms of the boundary of a gazetted townsite requires comment from the Local Government. In these instances, the proposed drilling operations will be well outside any designated townsite, and there may be proposed drilling operations along the road reserves within the exploration licence areas. The abovementioned roads are all controlled by the Shire.

In line with similar applications previously received from other applicants, Council should grant approval to each applicant to carry out any roadside drilling based on the following general conditions:-

- 1) That dust suppression is carried out so that others are not adversely affected;
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company’s mining conditions;

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- 3) Any ground water that escapes onto the ground around the drill site is to be bunded so that it does not spread;
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner;
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner;
- 6) A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram;
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/ visitors;
- 9) All drill holes are to be capped as soon as possible/practical after drilling;
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, in particular when working between 7:00 p.m. and 7:00 a.m.;
- 11) That the proposed drilling work is advertised in the local newsletter “Crosswords” prior to any work commencing to notify the general public of this work; and
- 12) That the applicants are to discuss and obtain approval to access private property prior to the company or its contractors accessing this land.

The Manager of Works is aware of these applications and has raised no issues in regards to the possibility of any drilling along these Council roads, however, has advised that no activity is to occur within Council’s gravel pits or the Landfill Site or the access road to the gravel pits and Landfill Site.

Statutory Environment

Compliance with the Environmental Protection (Noise) Regulations 1997, and the Environmental Protection Act 1986

Strategic Implications

Community Business Plan – Theme –
Economic 3.6 Develop programs that assist and encourage businesses to survive, grow, and thrive in the Shire.

Policy Implications

Nil

Financial Implications

Nil

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Recommendation

That Council grants approval to M&M Walter Consulting on behalf of Bullseye Mining Ltd (E77/2258) to carry out drilling along sections of Council controlled road reserves within the Exploration Licence as shown on the attached map on the following conditions:-

- 1) That dust suppression is carried out so that others are not adversely affected;
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;
- 3) Any ground water that escapes onto the ground around the drill site is to be bunded so that it does not spread;
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner;
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner;
- 6) A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram;
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/ visitors;
- 9) All drill holes are to be capped as soon as possible/practical after drilling;
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, in particular when working between 7:00 p.m. and 7:00 a.m.;
- 11) That the proposed drilling work is advertised in the local newsletter "Crosswords" prior to any work commencing to notify the general public of this work; and
- 12) That the applicant is to discuss and obtain approval to access private property prior to the company or its contractors accessing this land;

Plus Bullseye Mining Ltd needs to acknowledge the Shire's rights to access and extract gravel from its existing and future gravel pits located within this Licence for the purpose of road building/maintenance purposes and for there to be no activity carried out within the existing gravel pits, the Shire Landfill Site, or along the gravel access road to these sites.

Voting Requirements

Simple Majority

MINUTES
ORDINARY COUNCIL MEETING
Friday, 17th October 2014

191/2014

Moved Cr W Della Bosca Seconded Cr J Della Bosca. That Council grants approval to M&M Walter Consulting on behalf of Bullseye Mining Ltd (E77/2258) to carry out drilling along sections of Council controlled road reserves within the Exploration Licence as shown on the attached map on the following conditions:-

- 1) That dust suppression is carried out so that others are not adversely affected;*
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;*
- 3) Any ground water that escapes onto the ground around the drill site is to be banded so that it does not spread;*
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner;*
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner;*
- 6) A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;*
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram;*
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn mining staff, contractors, and the public/ visitors;*
- 9) All drill holes are to be capped as soon as possible/practical after drilling;*
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, in particular when working between 7:00 p.m. and 7:00 a.m.;*
- 11) That the proposed drilling work is advertised in the local newsletter "Crosswords" prior to any work commencing to notify the general public of this work; and*
- 12) That the applicant is to discuss and obtain approval to access private property prior to the company or its contractors accessing this land;*

Plus Bullseye Mining Ltd needs to acknowledge the Shire's rights to access and extract gravel from it's existing and future gravel pits located within this Licence for the purpose of road building/maintenance purposes and for there to be no activity carried out within the existing gravel pits, the Shire Landfill Site, or along the gravel access road to these sites

CARRIED (5/0)

MINUTES
ORDINARY COUNCIL MEETING
Friday, 17th October 2014

Submission to:	Ordinary Meeting of Council – Friday 17 th October, 2014
Agenda Reference:	10.4
Subject:	Draft Council Policies – Sea Containers on Residential Land
Location/Address:	Shire of Yilgarn
Name of Applicant:	Manager Environmental Health & Building Services
File Reference:	2.3.3.2
Author:	Manager Environmental Health & Building Services – W J Dallywater
Disclosure of Interest:	Not applicable
Date of Report:	9 th October, 2014

Background

I refer to Agenda Item 10.1 of the June 2014 Council Meeting where Council was presented with two draft policies titled the Use of Sea Containers & Other Similar Storage Structures v1 and Use of Sea Containers and Other Similar Storage Structures v2. At this Meeting after discussing and reviewing the two draft policies Council decided not to adopt either draft policy, and requested that further work be carried out on the policies.

Comment

Attached are two draft policies which are slightly different from the original two draft policies presented in June, for Council's consideration.

Statutory Environment

Compliance with the WA Residential Design Codes and the Shire of Yilgarn Town Planning Scheme

Strategic Implications

Community Business Plan – Theme –
Civic Leadership 4.1 Complete and review all integrated planning strategies and organisational policies in a timely manner.

Policy Implications

For Council's consideration to include one of the draft policies in Council's Policy document.

Financial Implications

Nil

Recommendation

For Council's consideration

Voting Requirements

Simple Majority

The agenda item has been tabled until the December Meeting.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 17th October 2014

As there was no further business to discuss, the Shire President declared the meeting closed at **4 .40pm.**

I, Onida T Truran confirm the above Minutes of the Meeting held on Friday 17th October 2014, are confirmed on Friday 21st November 2014 as a true and correct record of the October Ordinary Meeting of Council.

Cr Onida Truran
SHIRE PRESIDENT