



Shire of Victoria Plains

Minutes

FOR AN ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 17th FEBRUARY 2004
AT COUNCIL CHAMBERS CALINGIRI COMMENCING AT 12.30PM.

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 12.30pm.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

President:	Cr M Anspach	West Ward
Councillors:	Cr J Kelly	West Ward
	Cr S Kelly	West Ward
	Cr J Young	East Ward
	Cr N Smith	East Ward
	Cr D Holmes	South Ward
	Cr G Erickson	South Ward
	Cr S Woods	Central Ward
	Cr R Thorpe	Central Ward
Chief Executive Officer:	Mr P Anning	
Finance and Administration Manager:	Mr H Hawkins	
Works Manager:	Mr A Kent	
Community Services Manager:	Mr T Walker	
Apologies:	Nil	

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE AND DECLARATIONS OF INTEREST

Nil

6 PETITIONS/DEPUTATION'S/PRESENTATIONS

Nil

7 CONFIRMATION OF MINUTES

7.1 Confirmation

Resolution 43/04

Moved Cr Woods seconded Cr J Kelly that the Minutes of the Ordinary Meeting held 20th January 2004 with the following *Amendments* to Item A607 be confirmed:-

1. That resolution 29/04 be changed to resolution 28/04; and
2. That resolution 28/04 be changed to resolution 29/04 and that paragraph 2 be changed to read that:
"The Committee be chaired by Cr M Anspach, 3 senior staff members, 2 other Councillors and 3 community members appointed by Council with Council Executive Assistant Fiona Watson as Minute Secretary/Recorder.

MOTION PUT & CARRIED 9/0

7.2 Business Arising

Nil

8 ANNOUNCEMENT BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

9 PRESIDENT AND COUNCILLORS REPORTS

President

Cr Anspach reported on the Chittering Fire, the New Norcia fire truck rollover and the injuries to brigade members.

Cr Erickson

Cr Erickson attended the NACC Meeting on Tuesday 10th February 2004.

Cr Woods

Cr Woods attended the Wheatbelt Development Commission Meeting in Lancelin.

Cr J Kelly

Cr Kelly attended the Management Committee Meeting for Gillingarra-Koojan CDI Project.

Cr Smith

Cr Smith attended a Sport and Recreation Meeting.

10 BUSINESS PAPER

- 10.1 Finance
- 10.2 Community Services
- 10.3 Town Planning
- 10.4 Administration
- 10.5 Works
- 10.6 Landcare

10.1 FINANCE

F250 Accounts for Payment

A list of accounts for payment is attached to the Minutes. Outstanding creditors at the date of this report were \$59875.41.

Resolution 44/04

Moved Cr J Kelly seconded Cr Holmes that Municipal and Trust cheques numbered 1460-1525 and direct payments totalling \$268,145.18 be passed for payment.

MOTION PUT & CARRIED 9/0

F251 Sundry Debtors

A list of sundry debtors is attached to the Minutes.

Resolution 45/04

Moved Cr S Kelly seconded Cr Woods that the sundry debtors report be received.

MOTION PUT & CARRIED 9/0

F252 Monthly Financial Statement

The Monthly Financial Report for the period ending 31st January 2004 is attached to the Minutes.

Resolution 46/04

Moved Cr Woods seconded Cr S Kelly that the Monthly Financial Report for the period ending 31st January 2004 be received.

MOTION PUT & CARRIED 9/0

F253 Quarterly Financial Statement

Location	Shire of Victoria Plains
Name of Applicant	none
File Reference	F1.3.2
Attachment/s	Quarterly Financial Report/Budget Review
Date	9 th February 2004
Author	Harry Hawkins – Manager Finance and Administration

Background

Each quarter a financial report is required to be presented to Council that gives them a more detailed update on the variations to budget and financial position of the Shire than is contained in the normal monthly report.

This report was not presented to the January 2004 meeting as due to the Christmas break there was insufficient time, the Local Government Financial Management Regulations allow for the quarterly report to be presented to council at any time within two months of the end of the quarter being reported on.

Comment

The quarterly financial report for the quarter ended 31st December 2003 is attached to the agenda in the usual format, however as a part of this second quarter report I have prepared a full half yearly budget review on a cash basis as per the document budget adopted by Council in July 2003.

Statutory Environment	Local Government Financial Management Regulations
Policy Implications	Nil
Financial Implications	Nil
Strategic Implications	Nil

Resolution 47/04

Moved Cr Smith seconded Cr J Woods that the quarterly financial report for the quarter ended 31st December 2003 including the half yearly budget review be accepted.

MOTION PUT & CARRIED 9/0

F254 Annual Financial Report

Location	Shire of Victoria Plains
Name of Applicant	n/a
File Reference	F1.3.1
Attachment/s	Annual Financial Report
Date	12 February 2004
Author	Harry Hawkins – Finance & Administration Manager

Background

The annual financial report has now been completed and audited and is presented to Council for acceptance.

A part of the attachment is the management letter sent to the Shire President as a part of the audit process, this report also addresses the points raised by the auditors in that management letter.

Comment

There is nothing of an extraordinary nature in the financial report for the year ended 30 June 2003 and Council is asked to accept the report as presented. There were however four points raised by the auditors in their management report to Council and the following explanations are given in response to the report.

1. Financial Position – While the current ratio on the face of it looks to have deteriorated to an alarming position this can be addressed by adding back over expenditure of road projects which will be funded in this current year. That is, in 2003 we ran over budget by approximately \$34,000 on the roads to recovery project and \$91,000 on the AgLime route 2 all of this money can be recouped from 2004 funding which could have been used to increase debtors and reduce the restricted cash held to lift the ratio to 1.09.
2. Road Infrastructure – Depreciation. Council has the Roman road maintenance package, the preferred system for calculating road values and depreciation, however due to problems with data being validated by main roads it was not able to be used. This is a regular point raised by the auditors annually and will be addressed when we can get the roman system working correctly.
3. Payroll Summary – The payroll summary has always been checked to ensure the accuracy of the payroll process however the summaries were not being signed by the Finance and Administration Manager to show that it had been authorised. This has now been addressed and the summaries are being signed.
4. Payroll Deduction Authorities – Signed authorities are required before deductions can be made from staff wages, some deductions mainly for employee contributions to superannuation were being made without a signed authority. This has been addressed

and no deductions are being made from any employee payroll without a written signed authority.

Statutory Environment	Local Government Act
Policy Implications	Nil
Financial Implications	Nil
Strategic Implications	Nil

Resolution 48/04

Moved Cr S Kelly seconded Cr Woods that the Annual Financial Report for the period ending 30th June 2003 be received.

MOTION PUT & CARRIED 9/0

F255 Municipal and Trust Fund

The Municipal and Trust Fund was tabled at the Ordinary Meeting.

Resolution 49/04

Moved Cr Smith seconded Cr J Kelly that the Municipal and Trust Fund on hand as at the 17th February 2004 be received.

MOTION PUT & CARRIED 9/0

F256 Investments

Location	Shire of Victoria Plains
Name of Applicant	n/a
File Reference	F1.1.2
Attachment/s	None
Date	6 th February 2004
Author	Harry Hawkins – Finance and Administration Manager

Background

Council has invested surplus funds to the value of \$456,869.89 in two term deposits after the collection of rates money. The funds in one \$153,048.10 and one \$303,821.79 account including accrued interest, have been invested with the Bendigo Bank for 30 days at 5.20% and 60 days at 5.40% with approximate yields of \$654.12 maturing on the 5th March 2004 and \$2,696.94 maturing on the 14th March 2004.

Comment

The investments with Bendigo Bank are within policy guidelines and although slightly higher rates may be obtained elsewhere the additional commission earned at Bendigo Bank negates any lost interest revenue.

Interest income has increased over the last two months with the term deposits and is expected to come up to budget figures within the next three months.

	Budget Interest	Budget YTD Interest	Actual YTD Interest
Municipal A/C	25,000	14,583	13,100
Reserve A/C	6,000	3,500	4,128
Totals	31,000	18,083	17,228
		3212	

Statutory Environment	Local Government Act Sections 6.15
Policy Implications	Nil
Financial Implications	Maximum interest earned.
Strategic Implications	Nil

Resolution 50/04

Moved Cr Smith seconded Cr J Kelly that Council endorse the investment with Bendigo Bank.

MOTION PUT & CARRIED 9/0

F257 Community Resource Centre Financial Assistance Agreement

Location	Shire of Victoria Plains
Name of Applicant	none
File Reference	F1.11.2
Attachment/s	Community Resource Centre Draft Financial Assistance Agreement
Date	6 th February 2004
Author	Harry Hawkins – Manager Finance and Administration

Background

In December 2003 advice was received from the Department of Local Government and Regional Development that funding of \$90,000 had been approved for the Calingiri Community Resource Centre through the Regional Collocation Scheme.

Comment

The Department of Local Government and Regional Development approved funding of \$90,000 from the Regional Collocation Scheme for the community resource centre in Calingiri and as a part of the approval process Council is required to sign a Financial Assistance Agreement. A copy of the draft agreement is attached, and an extract of Council Minutes authorising the signing of the FAA is required so that a final agreement can be drawn up and the first instalment paid. The agreement, although onerous in the reporting requirements, appears workable and Council is recommended to authorise its signing.

Statutory Environment	Local Government act 1995
Policy Implications	Nil
Financial Implications	Nil
Strategic Implications	Council will be required to adhere to the terms of the Financial Assistance Agreement.

Resolution 51/04

Moved Cr Smith seconded Cr S Kelly that Council agree to the conditions in the Regional Collocation Scheme Financial Assistance Agreement and authorise the Shire President and Chief Executive Officer to sign the final agreement under seal.

MOTION PUT & CARRIED 9/0

F258 Bendigo Bank Agency Agreement

Location	Shire of Victoria Plains
Name of Applicant	n/a
File Reference	F1.1.1
Attachment/s	None
Date	9 th February 2004
Author	Harry Hawkins – Finance and Administration Manager

Background

The agreement that the Shire of Victoria Plains signed with the Bendigo Bank Limited in July 2002 for the provision of agency services in Calingiri does not comply with the Financial Services Reform Act. Notice was given in December 2003 as per the existing agreement of the intention to terminate that agency agreement as of the 1st February 2004.

Comment

A new agreement that complies with the Financial Services Reform Act has been received from Bendigo Bank Limited and it is required to be signed under seal. The agreement is more comprehensive than the original agreement and it does not contain the commission rates, however there does not appear to be any more onus put on us in this new agreement and Bendigo Bank Limited have assured us that the commission rates are the same and have been left out of the agreement for privacy reasons.

Statutory Environment	Financial services Reform Act
Policy Implications	Nil
Financial Implications	Nil
Strategic Implications	Nil

Resolution 52/04

Moved Cr Young seconded Cr S Kelly that Council authorise the CEO and Shire President to sign the new agreement under seal.

MOTION PUT & CARRIED 9/0

F259 Outstanding Rates Report

The Outstanding Rates Report is attached to the Agenda.

Resolution 53/04

Moved Cr Smith seconded Cr J Kelly that the Outstanding Rates Report for the period ending 6th February 2004 be received.

MOTION PUT & CARRIED 9/0

Trevor Walker - Community Services Manager entered the meeting at 1.43pm

10.2 COMMUNITY SERVICES

(Incorporating Health, Building and Community Services)

CS218 Community Services Manager's Report

Location	Shire of Victoria Plains
Name of Applicant	Trevor Walker - Community Services Manager
File Reference	A1.2.1
Attachment/s	Community Services Manager's Report
Date	9 th February 2004
Author	Trevor Walker - Community Services Manager

Background

See attached report.

Comment

See attached report.

Statutory Environment	Nil
Policy Implications	Nil
Financial Implications	Nil
Strategic Implications	Nil

Resolution 54/03

Moved Cr Smith seconded Cr Woods that the Community Services Manager's report be received.

MOTION PUT & CARRIED 9/0

CS219 Industrial Area Landscape

Location	Industrial Area Calingiri
Name of Applicant	N/A
File Reference	D6.1
Attachment/s	Nil
Date	9 th February 2004
Author	Karen Oborn – Finance Officer

Background

A number of industrial blocks are unsightly and detract from the general amenity of the area, and are in breach of TPS 4.

The blocks concerned have large amount of industrial rubbish strewn about clearly visible to the public.

Comment

The owners have been approached and asked verbally to take the steps needed to correct the situation. This has had no effect, therefore a written request from council is needed.

Statutory Environment

Town Planning act 1928 (10.7)

Town Planning and Development Act 1928:

10. Power to direct cessation or removal of unlawful development, or restoration or execution of work.

(7) A person who-

(b).....commits an offence.

Penalty: \$ 50 000 and a daily penalty of \$ 5000

Policy Implications

Town Planning Scheme 4. (District Scheme)(5.11, 5.13, 5.19, 5.20, 8.2)

Town Planning Scheme Number 4 (District Planning Scheme)

5.11 OUTDOOR STORAGE AREAS - Any outdoor areas used for the storage of motor vehicle bodies, timber, steel products or any other products or wastes in connection with a commercial or industrial use shall be screened from view from any public street by a closed wall or fence no less than 1.8 metres in height, or screen landscaping approved by the Council.

5.13 USE OF SETBACKS - The setback areas within any zone shall not be used for any purpose other than one or more of the following:

- (a) a means of access;
- (b) landscaping;
- (c) trade display, provided no more than 10 percent of the area is used, and is not located within three metres of the street;
- (d) the loading and unloading of goods;
- (e) the parking of vehicles for staff, clients or customers of the development.

5.19 LANDSCAPING - Unless otherwise approved by the Council, all developments shall be provided with an area of landscaping equal to ten percent of the site area.
Landscaping shall be provided and maintained in accordance with a landscape plan approved by the Council.

Landscaping will be provided by the owner of the development within 30 days of completion of the development and shall be maintained by the occupier.

5.20 TREE PLANTING - In considering an application for planning approval involving the clearing of trees or vegetation from a lot, the Council may;

- (a) implement clearing controls/restrictions;
- (b) seek the advice and take into account the requirements of agriculture WA in order to comply with the responsibilities of that department under the soil and land conservation act 1945 (as amended); a and
- (c) require the environs of wetlands including streamlines, and the crests of ridgelines or other elevated areas remain uncleared. Where a lot, the subject of a development application is considered to be deficient in vegetation cover to support the proposal without additional environmental degradation, the council may require the applicant to plant additional vegetation, trees and may promote replanting with appropriate native species.

8.2 OFFENCES

- (2) Any person who fails to comply with any of the provisions of the Scheme is guilty of an offence and without prejudice to any other remedy given herein is liable to the penalties prescribed by the Act.

Financial Implications	Act allows for \$50,000 fine and \$5,000 a day thereafter. Failure to comply also devalues property surrounding the area.
Strategic Implications	Nil

Resolution 55/04

Moved Cr Young seconded Cr J Kelly that council write to the appropriate land owners concerned, and request that all motor vehicle bodies, vehicle parts, timber, steel products or any other products or wastes associated with commercial or industrial use be removed from or be screened from view from any public street by a closed wall or fence of no less than 1.8metres within sixty days, and in the interim submit a proposed landscaping plan using native vegetation and adopting water wise principals, which is to be implemented within 6 months. Further, landowners should be made aware in the same notice of the nature of the fines they may incur if they fail to meet Council's request.

MOTION PUT & CARRIED 8/1

CS220 Request – Bolgart Primary School

Location	Bolgart Recreation Ground - Change rooms
Name of Applicant	Bolgart Primary School
File Reference	p-emm
Attachment/s	Copy of letter of request
Date	9 th February 2004
Author	Trevor Walker - Community Services Manager

Background

The Bolgart Primary school has requested the use of the unused portion of the Bolgart Recreation Ground Clubrooms/Change room (Copy of letter attached)

The Clubroom section of the building has been renovated and is being used by the Bolgart Playgroup. The Change room area of the building is currently unused. It is proposed that the Change rooms be renovated and altered to suit wet area activities such as students painting, artwork, technology etc. The school also requests Council assistance for a mural to be painted on the outside of the building at a total of \$800.

Comment

The Change room section of the building will need upgrading and renovation before it could be used for any purpose. It is suggested that Council authorise estimates to be obtained in order that the renovation and upgrading of the building can be considered when the 2004/2005 budget is formulated.

With respect to assisting with the painting of a mural on the external wall of the Clubroom/Change room building Council should consider a donation.

Statutory Environment	Local Government Act 1995
Policy Implications	Assists a Primary School
Financial Implications	\$400
Strategic Implications	Nil

Resolution 56/04

Moved Cr Erickson seconded Cr Holmes that Council authorises estimates of cost to be prepared for the renovation and upgrading of the Bolgart Recreation Ground Change rooms/Clubrooms for consideration during the preparation of the 2004/2005 municipal budget; and that Council donates \$800 toward the painting of a mural on the west wall of the Bolgart Recreation Ground Change room/Clubroom building.

MOTION PUT & CARRIED 9/0

Trevor Walker - Community Services Manager left the meeting at 2.09pm.

Trevor Walker - Community Services Manager entered the meeting at 2.11pm.

10.3 TOWN PLANNING

There were no items for discussion under the town planning section for this meeting.

10.4 ADMINISTRATION

A608 Chief Executive Officer's Report

Location	Shire of Victoria Plains
Name of Applicant	Phil Anning - Chief Executive Officer
File Reference	A1.2.1
Attachment/s	CEO Report
Date	9 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

See attached report

Comment

See attached report

Statutory Environment	Nil
Policy Implications	Nil
Financial Implications	Nil
Strategic Implications	Nil

Resolution 57/04

Moved Cr Smith seconded Cr Thorpe that the Chief Executive Officer's report be received.

MOTION PUT & CARRIED 9/0

A609 Deferred Item from January 2004 Ordinary Meeting

Location	Shire of Victoria Plains
Name of Applicant	Mogumber/Gillingarra Bushfire Brigade
File Reference	L1.7
Attachment/s	Nil
Date	9 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

See reprinted item following.

Comment

See reprinted item following.

Statutory Environment	Bush Fires Act
Policy Implications	Nil
Financial Implications	Nil
Strategic Implications	Better placement of fire services

Recommendation

As per following deferred motion.

A591 *Truck Shelter Mogumber/Gillingarra Bushfire Brigade*

Location	<i>Mogumber</i>
Name of Applicant	<i>Mogumber/Gillingarra Bushfire Brigade</i>
File Reference	<i>L1.7</i>
Attachment/s	<i>Nil</i>
Date	<i>5th December 2003</i>
Author	<i>Phil Anning - Chief Executive Officer</i>

Background

The Brigade advised in September 2003 that the Shire be requested to locate the new shed for the fire truck near or adjacent to the library at Mogumber. This was voted on at the Mogumber/Gillingarra Bushfire Brigade meeting and is the preferred location.

Benefits are listed as security as it is away from the busy Bindoon Moora Road, is easily accessible in event of an emergency and has a sealed car park for convenience.

Comment

The area proposed is part of the Recreation Reserve at Mogumber and is vested in Council. We are anxious to complete the shed transaction after the Christmas break as it is a grant situation.

I am aware that some Councillors do not support the proposed location as it does not provide a central location. In addition the recent advice that a number of residents south of Mogumber are seeking to alter boundaries to be included in the Chittering Shire may make the location preferable elsewhere.

<i>Statutory Environment</i>	<i>Bush Fires Act</i>
<i>Policy Implications</i>	<i>Nil</i>
<i>Financial Implications</i>	<i>Nil</i>
<i>Strategic Implications</i>	<i>Nil</i>

Recommendation

That Council endorse/do not endorse the erection of the shed to house the Mogumber/Gillingarra Fire Truck at the recreation reserve in Mogumber.

Resolution 58/04

Moved Cr S Kelly seconded Cr Woods that this item be deferred to the March Ordinary meeting of Council following the Bushfire Advisory Committee Meeting.

MOTION PUT & CARRIED 9/0

A610 Road Naming Anomalies

Location	East Victoria Plains
Name of Applicant	DOLA
File Reference	D9.0
Attachment/s	copy of maps attached
Date	9 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

DOLA have sought assistance in correcting two anomalies in the Shire.

1. refers to that section of Benaring Road from the Calingiri Goomalling Road south to Behanging Road. It appears that this was changed to Edmonds Road in 1991 but it still shows as Benaring Road on the Road signs. The small section north of the Calingiri Goomalling Road which is basically the entrance to B G Edmonds property shows Edmonds Road on the map but is not signposted at all.
2. the Wyening East and Wyening West Road show the starting point as the Railway line not the Toodyay Bindi Bindi Road.

Comment

1. It appears obvious that as the Northern part of Benaring Road does not connect with the Southern portion that Edmonds Road would be a more logical choice to connect with that part of Edmonds Road that already exists.
2. That the starting point should be the Toodyay Bindi Bindi Road.

Statutory Environment	DOLA
Policy Implications	Nil
Financial Implications	Nil
Strategic Implications	Easier for rural numbering program

Resolution 59/04

Moved Cr Smith seconded Cr Erickson that signposting be altered to call that portion of Benaring Road south of Calingiri Goomalling Road to Behanging Road "Edmonds Road" and the name Wyening East and Wyening West commence from the Toodyay Bindi Bindi Road.

MOTION PUT & CARRIED 9/0

A611 Purchase of Land

Location	Mofflin Street - Calingiri
Name of Applicant	Chief Executive Officer
File Reference	p-moff
Attachment/s	Nil
Date	9 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

Advice has been received that FJ & P V King are interested in selling the lot at 17 Mofflin Street Calingiri for a nominal price.

Comment

The lot is a standard lot, vacant land and though not a priority to purchase may be beneficial to Council in the years to come, particularly if we are to continue with a housing provision policy.

It is my understanding that they will sell the block at minimum rate value.

Statutory Environment	Local Government Act
Policy Implications	Nil
Financial Implications	Unbudgetted expenditure
Strategic Implications	Available land

Resolution 60/04

Moved Cr J Kelly seconded Cr Young that the Chief Executive Officer be authorised to pursue the purchase of 17 Mofflin Street at a maximum cost of \$300 plus transfer costs.

MOTION PUT & CARRIED 9/0

A612 Trails Grants Program

Location	Shire of Victoria Plains
Name of Applicant	Shire of Victoria Plains
File Reference	RC5.1.2
Attachment/s	See CEO report
Date	9 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

See CEO Report

Comment

See CEO Report

Statutory Environment	Local Government
Policy Implications	Nil
Financial Implications	Budget allocation
Strategic Implications	Tourism development

Resolution 61/04

Moved Cr Thorpe seconded Cr Young that Council agree to support an application for funding under the 2004 Trails Grant Program for the development of trails as per the Trails Master Plan prepared in 2003 and that a maximum contribution of \$10,000 be committed subject to a satisfactory funding application for inclusion in the 2004/2005 budget.

MOTION PUT & CARRIED 9/0

A613 Strengthening Relationships between Local Government Department and Sectors

Location	State Wide
Name of Applicant	Dept of Local Government and Regional Development
File Reference	A1.8.1.1
Attachment/s	Nil
Date	9 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

The Department of Local Government and Regional Development is looking to strengthen its relationship with the Local Government Sector by establishing a series of job exchanges between officers of the Department and those working in the Local Government Sector.

Exchanges would be for up to 2 months duration and both would be paid by their respective employers.

Comment

I have recommended Harry Hawkins for possible participation in the scheme dependant on satisfactory arrangements in relation to timing, accommodation etc.

I do not see any point in nominating myself due to my expected period of service.

Statutory Environment	Department of Local Government and Regional Development
Policy Implications	Nil
Financial Implications	Nil
Strategic Implications	Better education for employees

Resolution 62/04

Moved Cr Young seconded Cr Woods that the Finance and Administration Manager be nominated for the proposed exchange program subject to satisfactory arrangements.

MOTION PUT & CARRIED 7/2

A614 Postal Elections

Location	Shire of Victoria Plains
Name of Applicant	Electoral Commission
File Reference	A1.7.1
Attachment/s	Nil
Date	9 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

The Electoral Commission has provided its report in respect to the Councils utilising the services of the Electoral Commission for the May 2003 elections and offered their services to run a postal election May 2005 for this Shire.

I have written and requested an estimate of costs to achieve this and am advised that the cost would be in the range of \$7,600 to \$8,800 including GST.

Comment

I am aware that some Shires in Rural areas had a major blow out in the costs quoted in 2003 and still believe that the benefits of holding Postal Elections is outweighed by the costs. We can run a full election on voting in person at approximately \$2,000 including advertising which is not included in the Count. Our response is usually reasonable and would not increase markedly by utilising Postal Ballots in my opinion.

Statutory Environment	Electoral Act/Local Government Act
Policy Implications	Nil
Financial Implications	Costs would be budgetted
Strategic Implications	Nil

Resolution 63/04

Moved Cr Woods seconded Cr S Kelly that Council retain in house voting in person elections for the 2005 elections.

MOTION PUT & CARRIED 9/0

Harry Hawkins - Finance and Administration Manager declared an interest in the following item.

A615 Annual Leave - Chief Executive Officer

Location	Shire of Victoria Plains
Name of Applicant	Chief Executive Officer
File Reference	ST1.2
Attachment/s	See CEO Report
Date	9 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

See CEO Report

Comment

See CEO Report

Statutory Environment	Local Government Act, Local Government Officers Award
Policy Implications	Nil
Financial Implications	Additional salary cost for Finance and Administration Manager
Strategic Implications	Nil

Resolution 64/04

Moved Cr J Kelly seconded Cr S Kelly that the Annual Leave for the Chief Executive Officer be approved and that Mr Harry Hawkins be appointed Acting Chief Executive Officer during the period 1st May 2004 to 13th June 2004 at a salary increase of \$200 per week to recognise additional responsibilities of the position.

MOTION PUT & CARRIED 9/0

A616 Resource Centre

Location	Shire of Victoria Plains
Name of Applicant	Resource Centre Advisory Committee
File Reference	CA5.7
Attachment/s	Copy of minutes of meeting
Date	9 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

This committee was appointed at the January Ordinary Meeting of Council and held its first meeting on the 28th January 2004.

Comment

The minutes as printed are presented to Council for confirmation as a report of their activities. Two decisions were made:-

1. to proceed under Plan F as presented to the public meetings and funding authorities;
2. that expressions of interest be advertised in the next available edition of the West Australian Newspaper.

Interest in item 2 has been encouraging and a list of Expressions will be available following the closure date.

Statutory Environment	Local Government Act
Policy Implications	Nil
Financial Implications	Nil
Strategic Implications	Nil

Recommendation

Moved Cr Woods seconded Cr Smith that the minutes of the Resource Centre Advisory Committee be received and the Resolutions contained therein be adopted.

MOTION PUT & LOST 5/4

Resolution 66/04

Moved Cr Anspach seconded Cr S Kelly that Council employ an Architect to re-visit the concept of a Resource Centre to explore other options for the location of the building.

MOTION PUT & CARRIED 5/4

Resolution 67/04

Moved Cr Woods seconded Cr Erickson that the meeting adjourn for afternoon tea.

MOTION PUT & CARRIED 9/0

The meeting was adjourned at 2.54pm.

The meeting resumed at 3.14pm. All those present on adjournment were present at resumption.

Trevor Walker - Community Services Manager left the meeting at 3.19pm.

A617 Rambo the Ambo Rally

Location	Shire of Victoria Plains
Name of Applicant	WALGA
File Reference	A1.8.1.2/CS1.14
Attachment/s	Copy of letter attached
Date	9 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

As a way of projecting a positive image for Local Government and to support better health services in WA particularly in rural areas the Association has instituted an awareness and charity event. At this time member councils are being asked to commit to the event.

A commitment means hosting "Rambo" in the area and invoking the community in some activity to raise funds and the fuel the ambulance.

Comment

The decision to support or not support is up to Council.

Statutory Environment	Nil
Policy Implications	Nil
Financial Implications	Minor costs may be applicable
Strategic Implications	Nil

Resolution 68/04

Moved Cr S Kelly seconded Cr Woods that Council commit to the WALGA "Rambo the Ambo" Rally proposal.

MOTION PUT & CARRIED 8/1

A618 New Urban and Rural Addressing Standard

Location	Australia and New Zealand
Name of Applicant	DOLA
File Reference	D9.0
Attachment/s	Nil
Date	9 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

In 1999 a review of existing standards and guidelines relating to addressing was undertaken by the Inter-governmental Committee on Surveying and Mapping (ICSM). A decision was taken to develop a comprehensive addressing standard to meet current and future needs of Australian users. In most cases Local Government is the responsible authority for allocating new addresses.

Comment

Councils are asked to adopt the standard which basically is the same as the rural numbering scheme which we agreed to support in 2001 and have budgeted to implement with DOLA since that time.

I have contacted Julie Goodgame who is the Chair of ICSM who has confirmed that we are on the list and she will pursue the matter.

Statutory Environment	DOLA
Policy Implications	Nil
Financial Implications	Costs of implementing the Scheme are budgeted
Strategic Implications	Better numbering system for users

Resolution 69/04

Moved Cr Woods seconded Cr Smith that this Council adopt the new Urban and Rural Addressing Standard and proceed towards implementing the scheme in rural areas.

MOTION PUT & CARRIED 9/0

A619 Sport and Recreation Plans

Location	Shire of Victoria Plains
Name of Applicant	Chief Executive Officer
File Reference	RC5.1
Attachment/s	Copy of draft plans provided under separate cover
Date	9 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

The draft plans for both the Shire and the Region are now nearing completion and both drafts are provided for Councillor perusal and comments as considered relevant. The District Committee have met and considered the District Plan and it has been revealed for public comment until the 18th February 2004 via the newsletter. Public input was extremely

disappointing with only 26 of the 600 plus questionnaires returned despite our pleas for assistance however the documents produced reflect the intentions of relevant committees.

Comment

Any comments should be provided in writing prior to the 18th February if possible.

Statutory Environment	Nil
Policy Implications	Future Policy
Financial Implications	Costs budgeted for in 2003/2004
Strategic Implications	Future Planning

Resolution 70/04

Moved Cr Young seconded Cr S Kelly that the information be received.

MOTION PUT & CARRIED 9/0

Phil Anning - Chief Executive Officer left the meeting at 3.44pm

Phil Anning - Chief Executive Officer entered the meeting at 3.46pm.

Allen Kent - Works Manager entered the meeting at 3.47pm

10.5 WORKS

Allen Kent - Works Manager addressed the meeting on Old Plains Road and the effect Atlas Farms Composting operations is having on this road.

Resolution 71/04

Moved Cr Smith seconded Cr Holmes that Resolution 36/04 and 37/04 from the Plant and Works Committee Meeting held 17th February 2004 be adopted en bloc.

MOTION PUT & CARRIED 9/0

10.6 LANDCARE

L10 Landcare Officer's Report

Location	Shire of Victoria Plains
Name of Applicant	Elizabeth Tierney - Landcare Officer
File Reference	A1.2.1
Attachment/s	Landcare Officer's report
Date	9 th February 2004
Author	Elizabeth Tierney - Landcare Officer

Background

See report

Comment

See report

Statutory Environment	Nil
Policy Implications	Nil
Financial Implications	Nil
Strategic Implications	Nil

Resolution 72/04

Moved Cr Smith seconded Cr Woods that the Landcare Officer's report be received.

MOTION PUT & CARRIED 9/0

11 NOTICE OF MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 CONFIDENTIAL ITEMS

Nil

13 NEW BUSINESS OF AN URGENT NATURE APPROVED BY COUNCIL RESOLUTION

Resolution 73/04

Moved Cr J Kelly seconded Cr S Kelly that late items of business be introduced to Council.

MOTION PUT & CARRIED 9/0

13.1 A620 State Budget Submission

Location	Western Australia
Name of Applicant	WALGA
File Reference	F1.2
Attachment/s	Copy of information attached
Date	13 th February 2004
Author	Phil Anning - Chief Executive Officer

Background

As Council is aware the current State Government has continually downgraded services to the rural areas of WA and WALGA has put forward a comprehensive budget submission to attempt to restore some of the services applicable to Local Government and to restore such issues as funding cuts for roads, libraries, Local Government Development Program, sustainability funding assistance and others.

Comment

Shire are asked to assist by:-

- Media releases on major issues (see attached template for media release)
- Meetings with Local MP's to highlight budget imperatives
- Briefings for community groups
- Newspaper articles to promote the issues
- Petitions seeking improved funding for Local Government.

Statutory Environment

State Government

Policy Implications

Nil

Financial Implications

Funding for future projects

Strategic Implications

Shire development

Resolution 74/04

Moved Cr J Kelly seconded Cr G Erickson that this Council support WALGA in its campaign to improve funding for Local Government from the State Government.

MOTION PUT & CARRIED 9/0

13.2 A621 Ward Boundary Adjustments

Location

Shire of Victoria Plains

Name of Applicant

Phil Anning - Chief Executive Officer

File Reference

A1.22.2

Attachment/s

Separate report

Date

13th February 2004

Author

Phil Anning - Chief Executive Officer

Background

As Council is aware we are required to adjust our elector numbers to make numbers equal to Councillors. Following community consultation it was decided to maintain the Ward structures and adjust the boundaries to meet the numbers requirements.

My report outlines the proposal for this and I will speak on it and show map adjustments at the meeting.

Comment

See report.

Statutory Environment

Local Government Act

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Resolution 75/04

Moved Cr J Kelly seconded Cr Woods that the proposal as put forward by the Chief Executive Officer be approved in principle and put out for community comment when refined.

MOTION PUT & CARRIED 9/0

13.3 Piawaning Progress Association

Resolution 76/04

Moved Cr J Kelly seconded Cr Thorpe that Council approve the Piawaning Progress Association cropping the old football and polo cross ground.

MOTION PUT & CARRIED 9/0

13.4 Bendigo Bank

Resolution 77/04

Moved Cr J Kelly seconded Cr Erickson that Council write to the Bendigo Bank requesting a sign similar to the one at Bindoon branch to be placed on the verge at the Shire of Victoria Plains Administration Centre.

MOTION PUT & CARRIED 9/0

14 DECLARATION OF CLOSURE

There being no further business the Presiding Member declared the meeting closed at 4.15pm.

Signed this day of 2004

Presiding Member