

# SHIRE OF WAGIN



## MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY 19<sup>th</sup> JULY 2005

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**Shire of Wagin**

Minutes of the Ordinary Council Meeting of the Council in the Council Chambers on Tuesday 19<sup>th</sup> July 2005.

**2. Declaration of Opening**

The Shire President Cr Brockway declared the meeting open at 7.04pm.

**2. Attendance, Apologies and Leave of Absence (previously Approved)**

<b>Present:</b>	Cr M J Brockway	President
	Cr R P Johnson	Member
	Cr K M Draper	Member
	Cr A P Scanlon	Member
	Cr D K Morgan	Member
	Cr A C Dohle	Member
	Cr E N Pugh	Member
	Cr P J Blight	Member
<b>Staff:</b>	Mr I B Fitzgerald	Chief Executive Officer
	Mr B K Fisher	Deputy Chief Executive Officer
	Mr D A Archer	Principal Environmental Health Officer/Building Surveyor
	Mr A D Hicks	Manager of Works
<b>Visitors:</b>	Mr Terrance Jacobson	
<b>Apologies:</b>	Cr J L C Ballantyne	
	Cr I C Cumming	

**Leave of Absence**

Cr H D Rowell

**3. Response to Previous Public Questions Taken on notice.**

Nil

**4. Public Question Time**

Nil

**5. Application for Leave of Absence**

Nil

**6. Public Forum (Petition/Deputations/Presentation)**

Mr Jacobson addressed Council on the letter that was received on 12<sup>th</sup> July 2005 in regard to Tagasaste plants. Mr Jacobson is requesting that Council declare this as a pest plant which will then require it to be controlled by any landowner who has it on their property.

**7. Confirmation of Previous Meeting Minutes****Council Resolution****1 Cr KM DRAPER/Cr RP JOHNSON**

That the Minutes of the Ordinary Council Meeting held on 21<sup>st</sup> June 2005 and the Special Council Meeting held on 7<sup>th</sup> July 2005 be confirmed as a true and correct record.

**CARRIED**

Vote 8/0

**8. Disclosures of Financial and other interests**

Cr Brockway declared a proximity interest in item WRK 7.

**9. Reports of Committees and Officers****9.1 Health, Building and Planning**

<b>9.1.1</b>	<b>Armstrong Road – Re- naming</b>
<b>Proponent:</b>	<b>G &amp; W Abbott</b>
<b>Reporting Officer:</b>	<b>Chief Executive Officer</b>
<b>File:</b>	<b>WRK 12/2</b>

**Summary**

The Abbott family have requested Council give consideration to renaming Armstrong Road to Carmoning Road.

**Comment**

It is presumed Armstrong Road was named after Mr J W (Jos) Armstrong who lived on the east side of Warup Road in the 1940's-1950's. Mr Armstrong served on the Wagin Road Board from 1947-61 and then on the Shire of Wagin from 1961-1967 a total of 21 years.

The Abbott family took over the farm on Armstrong Road in 1898 and the family have owned the farm continuously since that time. The farm was named "Carmoning" and the Abbott family suggest this name must have some significance in the area.

Armstrong Road runs west from Warup South Road and is a no through road that leads directly to the Abbott family home.

In order to change the road name a resolution of Council is necessary and then it would be necessary to advertise any proposed change. The Geographic Names Committee, who would have the final say on any change, usually ask what public advice has been made of the proposed change and what comment if any was received by Council.

**Statutory Environment:** Local Government Act 1995  
Land Administration Act

**Budget Implications:** Nil

**Policy Implications:** Nil

**Officer's Recommendation**

That Council give consideration to change the name of Armstrong Road to Carmoning Road

**Council Resolution****2 Cr AP SCANLON/Cr RP JOHNSON**

That Council agree to change the name of Armstrong Road to Carmoning Road subject to the proposal being advertised and approval being granted from the Geographic Names Committee.

**CARRIED**  
Vote 8/0

*Note: Reason for difference is Council felt it appropriate the road name be changed subject to public advertising of the proposal.*

<b>9.1.2</b>	<b>Trotting Track Running Rail</b>
<b>Proponent:</b>	<b>Wagin Trotting Club Inc</b>
<b>Reporting Officer:</b>	<b>Chief Executive Officer</b>
<b>File:</b>	<b>PRO 14</b>

### **Summary**

A section of the running rail at the Wagin Trotting track has collapsed and the Wagin Trotting Club has suggested working together with the Shire of Wagin to repair the rail.

### **Background**

The replacement of the running rail around the track had been listed for consideration in the 2005/06 budget but due to the high cost was deleted by the Health, Building and Town Planning Committee. At this stage the anticipated cost was in the order of \$20,000.

### **Comment**

The Wagin Trotting Club have proposed 3 options to work in partnership with the shire to replace the damaged section of running rail with the Wagin Trotting Club supplying the labour to erect the fence and the shire supplying the materials. The material options are:-

- Option 1 - erect 63m x 900mm new steel posts, original rail, new weldmesh  
\$845
- Option 2 - erect 63m x 900mm new steel posts, New steel rail, new weldmesh  
\$1,445.
- Options 3 - erect 63m x 900mm 1 rail of bull rail, new weldmesh  
\$2,459.

Other sections of the existing running rail are of the steel post, steel rail and weldmesh construction.

**Statutory Environment:** Local Government Act 1995

**Budget Implications:** Material costs could be met from the maintenance area of the 2005/06 Budget.

**Policy Implications:** Nil

### **Officer's Recommendation**

That Council supply new steel posts, new steel rail and new weldmesh to the approximate cost of \$1,445 and work with the Wagin Trotting Club to repair the damaged running rail.

### **Council Resolution**

#### **3 Cr EN PUGH/ Cr PJ BLIGHT**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 8/0

<b>9.1.3</b>	<b>Proposed Vehicle (truck) repairs business</b>
<b>Proponent:</b>	<b>M Guira</b>
<b>Location:</b>	<b>Lot 74, corner Tudor/Umbra/Union Street Wagin – zoned Service Commercial</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/ Building Surveyor</b>
<b>File:</b>	<b>259</b>

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### **Summary**

The proposed business would primarily repair trucks, retail parts, store scrap metal (short term) and advertise vehicles.

### **Background**

The business intends utilising the existing 288m<sup>2</sup> shed as the workshop while the open portions of the site will be used for vehicle parking and metal storage.

The house on site is being used by the proponent as his residence.

### **Comment**

The nearest residence to this site is approximately 80m with others a further 30m therefore it would be reasonable to assume they are unlikely to be disadvantaged by this proposal.

The proposed use is an “AA” use in the Service Commercial zone which means Council may:-

- 1) Advise persons likely to be affected.
- 2) Give public notice.
- 3) Place a sign displaying notice of the proposed development, inviting comment prior to making a decision.

I consider provided the scrap metal is screened by suitable fencing that the proposed use would not detract from the amenity of the area and being consistent with the objectives of the Town Planning Scheme it would be reasonable for Council to make a decision without further reference.

The owner of Lot 74 Tudor Street Wagin has provided written consent to the proposal.

**Statutory Environment:** Town Planning Scheme No 2.

**Policy Implications:** Nil

**Budget Implications:** Nil

### **Officer's Recommendation**

That Council grant approval to allow the operation of a vehicle (truck) repair business from Lot 74 Tudor Street Wagin subject to:-

- 1) Development consistent with the submission received 11<sup>th</sup> July 2005.

- 2) Storage of scrap metal to be screened to the satisfaction of the local authority.
- 3) Approval will lapse if not substantially established within 2 years from the date of Council planning approval.

**Council Resolution**

**4 Cr EN PUGH/Cr RP JOHNSON**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 8/0



## 9.2 Finance and Administration

<b>9.2.1</b>	<b>Rate Incentive Prizes</b>
<b>Proponent:</b>	<b>Staff</b>
<b>Reporting Officer:</b>	<b>Chief Executive Officer</b>
<b>File:</b>	<b>CNL 11</b>

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### Summary

Council offer prizes that have been donated as rate early payment incentive prizes.

### Comment

Council has previously offered prizes for early payment of annual shire rates but none have been offered for the past few years. This year we have been offered prizes by the National Australia Bank, Aspen Parks and we have two bicycles received when recent mobile phone purchases were made.

As an added incentive for property owners to pay their 2005/06 rates early it is recommended that the above items be offered as prizes for early payment. At present payment of rates by the 9<sup>th</sup> September attracts a 5% discount. It is suggested the prize draw to be conducted for rate payments made by Wednesday 31<sup>st</sup> August.

The suggested order of prizes is

- Drizabone Jacket valued at \$200 donated by the National Bank
- Bicycle valued at approximately \$100.
- Bicycle valued at approximately \$100.
- One night's accommodation at a Aspen Park (Caravan Park) valued at approximately \$100.

**Statutory Environment:** *Local Government Act 1995*

**Budget Implications:** Nil

**Policy Implications:** Nil

### Officer Recommendation

That Council offer incentive prizes for payment of 2005/06 rates paid in full by Wednesday 31<sup>st</sup> August 2005 with the prize draw to be held at the September Council Meeting.

### Council Resolution

#### 5 Cr DK MORGAN/Cr KM DRAPER

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 8/0

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<b>9.2.2</b>	<b>Leave of Absence</b>
<b>Proponent:</b>	<b>Cr H D Rowell</b>
<b>Reporting Officer:</b>	<b>Chief Executive Officer</b>
<b>File:</b>	<b>CNL 6/1</b>

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### **Summary**

Cr Rowell has applied for Leave of Absence up to and including the November 2005 Council Meeting due to the recent family tragedy.

### **Comment**

Council has the authority to grant Leave of Absence to a member for up to 6 consecutive ordinary meetings of the Council. Any leave request beyond this period requires the approval of the Minister for Local Government and Regional Development. Councillor Rowell was absent from the June Council Meeting and this application would involve an absence from a further 5 Council Meetings. If circumstances allow Councillor Rowell has indicated she will return prior to the end of the requested leave period.

**Statutory Environment:** Local Government Act 1995 section 2.25 (1), (2), (3)

**Budget Implications:** Nil

**Policy Implications:** Nil

### **Officer's Recommendation**

That Council grant Leave of Absence to Councillor H D Rowell for the July, August, September, October and November ordinary meetings of Council.

### **Council Resolution**

**6 Cr RP JOHNSON/Cr KM DRAPER**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 8/0

**9.2.3 Adoption of 2005/2006 Budget and Setting of Rate Levels****Reporting Officer:** Deputy Chief Executive Officer

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**Summary**

The 2005/2006 Budget is presented to Council for Adoption and setting of rating levels.

**Background**

The 2005/2006 Budget has been prepared following on from a Special Council meeting held on 7<sup>th</sup> July 2005 where the first draft was considered.

**Comment**

No further changes have been made to the budget since the special Council meeting.

**Statutory Requirement:** Local Government Act 1995 and Local Government (Financial Management) Regulations 34(1)(a).

**Budget Implications:** Nil

**Officer's Recommendation****1. 2005/2006 Rate Levels**

- a) That Council set the Gross Rental Valuation rate in the dollar at 10.3346 cents for the 2005/2006 budget.
- b) That Council set the Unimproved Valuation rate in the dollar at 1.3491 cents for the 2005/2006 budget.
- c) That Council set the minimum rate at \$205.00 per Gross Rental Valuation and Unimproved Valuation assessments for the 2005/2006 budget.
- d) That Council make provision in the 2005/2006 budget for rating concessions relating to Council Policy "Finance 25 – Rates Concession Incentives Commercial Properties", and a concession on the CWA Hall rates and refuse and Waratah Lodge refuse charges.
- e) That Council offer a discount of 5% applicable to current year rates only to ratepayers upon full payment of all current rates and refuse charges including any arrears if applicable by no later than 4.15pm Friday 9<sup>th</sup> September 2005.
- f) That Council adopt the following charges and interest rates in relation to rate debtors in its 2005/2006 budget.
  - i) Interest on overdue rates and general debtors 11%
  - ii) Interest on instalment payments 5.5%
  - iii) Instalment administration fee (per instalment) \$5  
applies to second, third and fourth instalment notices.
  - iv) Penalty interest will be calculated on all outstanding rates after 9<sup>th</sup> September 2005.

- v) That Council offer both two instalment and four instalment options and that Council set the instalment payment dates as:
- 9<sup>th</sup> September 2005 – both options
  - 9<sup>th</sup> November 2005 – four instalment option only
  - 9<sup>th</sup> January 2006 – both options; and
  - 9<sup>th</sup> March 2006 – four instalment option only
- vi) That Council set rubbish service charges for both domestic and commercial services at \$150.00 per service for the 2005/2006 year.

2. Schedule of Fees and Charges

That Council adopt the Schedule of Fees and Charges as presented in the 2005/2006 Budget.

3. Councillor's Sitting Fees

That Councillors sitting fees be set at \$50 per Council meeting and \$25 per Committee meeting (ie minimum fees) as presented in the draft budget.

4. Budget Adoption

That Council adopt the 2005/2006 budget as presented.

**Council Resolution**

**7 Cr EM PUGH/Cr KM DRAPER**

That the Officer's Recommendation be adopted.

**CARRIED BY AN  
ABSOLUTE MAJORITY**  
Vote 8/0

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**9.2.4** **List of Payment – July 2005**  
**Reporting Officer:** **Deputy Chief Executive Officer**

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**Summary**

In accordance with the Local Government (Financial Management) Regulations 1996, regulation 34 stipulates that a local authority is to prepare monthly financial reports in such a form as the local authority considers appropriate.

**Background**

Due to the completion of a Annual Financial Statement for the year ended 30<sup>th</sup> June 2005, Council is supplied only with a list of payments for consideration.

**Comment**

A copy of the list of payments made from each of Councils bank accounts is attached to this item.

**Statutory Requirement:** Local Government (Financial Management) Regulation 34(1)(a).

**Budget Implications:** Nil

**Officer's Recommendation**

That Council;

1. Approve for payment the list of Creditors paid from the Municipal fund totalling \$401,673.93.
2. Approve for payment the list of Creditors paid from the Trust fund totalling \$450.00.

**Council Resolution**

**8 Cr PJ BLIGHT/Cr RP JOHNSON**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 8/0

4:05 PM  
14/07/05

**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
**June 16 through July 13, 2005**

	Type	Date	Num	Memo	Amount
**A & F Retallack Electrical Services	Bill Pmt -Cheque	04/07/2005	Debit	Installation of Auto Switch to Pump at Moore St Dam	-2,508.44
**Asb Marketing	Bill Pmt -Cheque	04/07/2005	Debit	Shire of Wagin Pens	-962.50
**Australian Fine China	Bill Pmt -Cheque	04/07/2005	Debit	Shire of Wagin Mugs	-400.84
**Australian Services Union	Bill Pmt -Cheque	29/06/2005	Debit	Union Deductions	-190.80
**Barefoot Clothing Manufacturer	Bill Pmt -Cheque	04/07/2005	Debit	HACC Uniforms	-1,118.35
**Benara Nurseries	Bill Pmt -Cheque	04/07/2005	Debit	30 Trays of Mixed Seedlings	-514.57
**Courier Australia	Bill Pmt -Cheque	04/07/2005	Debit	Freight Expenses for June	-59.28
**Cr Ian Cumming	Bill Pmt -Cheque	04/07/2005	Debit	Sitting Fee Claimed	-200.00
**Cr Keith Draper	Bill Pmt -Cheque	04/07/2005	Debit	Sitting Fee Claimed	-200.00
**Cr Marilyn Brockway	Bill Pmt -Cheque	04/07/2005	Debit	Sitting Fee and Travel Claimed, Presidents Allowance	-5,812.28
**Cr Phillip Blight	Bill Pmt -Cheque	04/07/2005	Debit	Sitting Fee and Travel Claimed	-297.20
**Cr Ray Johnson	Bill Pmt -Cheque	04/07/2005	Debit	Deputy President Allowance	-1,250.00
**DI Blake	Bill Pmt -Cheque	04/07/2005	Debit	Dig Grave at Cemetery	-88.00
**Doms Delicatessen of Wagin	Bill Pmt -Cheque	04/07/2005	Debit	Morning Tea and Lunch for Works Training Course	-104.40
**Down To Earth Training & Assessing	Bill Pmt -Cheque	04/07/2005	Debit	Training & Assessing for Grader, Loader, Backhoe, Dozer & Excavator	-1,547.70
**Fiona Kirk	Bill Pmt -Cheque	04/07/2005	Debit	Telephone Reimbursement	-239.05
**Hammersley Refrigeration	Bill Pmt -Cheque	04/07/2005	Debit	Adjust Thermostat and Test in Town Hall Kitchen Fridge	-66.00
**Narrogin Computers	Bill Pmt -Cheque	04/07/2005	Debit	Modem, Line Splitter and Wireless PCI Card	-714.85

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**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
**June 16 through July 13, 2005**

	Type	Date	Nu	Memo	Amount
<b>**Narrogin Packaging</b>	Bill Pmt -Cheque	04/07/2005	Debit	Talc Air Freshner	-203.04
<b>**Payroll Rates in Advance</b>	Bill Pmt -Cheque	16/06/2005	Debit	Payroll Rates Paid in Advance	-20.00
	Bill Pmt -Cheque	29/06/2005	Debit	Payroll Rates Paid in Advance	-20.00
<b>**Pioneer Road Services Pty Ltd</b>	Bill Pmt -Cheque	22/06/2005	Debit	Supply and Lay Asphalt on Ballagin Rd	-85,823.33
<b>**Quality Publishing Australia</b>	Bill Pmt -Cheque	04/07/2005	Debit	Map WA - Roads & Tracks	-29.95
<b>**Quindanning Tavern</b>	Bill Pmt -Cheque	06/07/2005	Debit	HACC Christmas in June Expenses	-367.50
<b>**Recharge-It</b>	Bill Pmt -Cheque	04/07/2005	Debit	Clean, Refill and Test Canon Laser Toner Cartridge	-79.20
<b>**RNR Contracting PTY LTD</b>	Bill Pmt -Cheque	04/07/2005	Debit	Emulsion for Jaloran & Stewart Road	-8,404.55
<b>**S. Gibbins</b>	Bill Pmt -Cheque	28/06/2005	Debit	For work at Shire Tip with Traxcarvator	-920.00
<b>**Shire of Katanning</b>	Bill Pmt -Cheque	04/07/2005	Debit	Pre-mix	-668.36
<b>**Shire of Wagin Footy Tipping</b>	Bill Pmt -Cheque	29/06/2005	Debit	Payroll Deductions June 2005	-216.00
<b>**Shire of Wagin Payroll Creditors</b>	Bill Pmt -Cheque	16/06/2005	Debit	Payroll Rates Deductions	-50.00
	Bill Pmt -Cheque	29/06/2005	Debit	Payroll Rates Deductions	-50.00
<b>**Shire of Wagin Staff Social Fund</b>	Bill Pmt -Cheque	29/06/2005	Debit	Payroll Deductions June 2005	-730.00
<b>**Snap Printing</b>	Bill Pmt -Cheque	04/07/2005	Debit	Rate Notices	-600.00
<b>**The Blyth Family Trust</b>	Bill Pmt -Cheque	23/06/2005	Debit	Final Payment on Seedling Order	-15,504.00
<b>**Trevor Parsons Building</b>	Bill Pmt -Cheque	04/07/2005	Debit	Final Payment for Alterations and Additions for Wagin Rec Centre	-31,170.00
<b>**Wagin Earthmoving</b>	Bill Pmt -Cheque	04/07/2005	Debit	Dig Grave at Cemetery	-214.50
<b>**Wagin Motel</b>	Bill Pmt -Cheque	04/07/2005	Debit	Accommodation for Training & Assessing Tutor	-196.00

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**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
**June 16 through July 13, 2005**

	Type	Date	Num	Memo	Amount
<b>**Wagin Panel and Paint</b>	Bill Pmt -Cheque	06/07/2005	498	Repairs to CEO Vehicle	-374.09
<b>**Wagin Pharmacy</b>	Bill Pmt -Cheque	04/07/2005	Debit	Medical Supplies for Community Bus	-50.10
<b>**Wagin Spreading Service Pty Ltd</b>	Bill Pmt -Cheque	04/07/2005	Debit	Spread Special Turf on Oval	-55.00
<b>**Wagin Telecentre</b>	Bill Pmt -Cheque	04/07/2005	Debit	Colour Printing, Photocopies, Laminating and Cardboard	-26.30
<b>**WALGSP</b>	Bill Pmt -Cheque	29/06/2005	472	Superannuation June 2005	-25,384.98
<b>**Western Australian Treasury Corporation</b>	Bill Pmt -Cheque	20/06/2005	Debit	Loan 126 Repayment - June 2005	-500.00
<b>**Westrac Equipment</b>	Bill Pmt -Cheque	04/07/2005	Debit	Replace Tie-Rod End on Grader	-688.10
<b>**Wilson Machinery</b>	Bill Pmt -Cheque	04/07/2005	Debit	Slasher	-6,613.00
<b>Ag Brookes Excavations</b>	Bill Pmt -Cheque	21/06/2005	467	Clean up Trees Town Site & Relocate Drain Ballaying South Bridge	-2,186.00
<b>Bremer Bay Earthmoving Contractors</b>	Bill Pmt -Cheque	21/06/2005	468	Roadside Mulching	-13,563.00
	Bill Pmt -Cheque	04/07/2005	496	Roadside Mulching	-23,760.00
<b>Busseleton Mower World</b>	Bill Pmt -Cheque	04/07/2005	497	Blades and Blade Stiffeners	-171.55
<b>Child Support Agency</b>	Bill Pmt -Cheque	29/06/2005	473	Payroll Deductions June 2005	-50.13
<b>Cr Helen Rowell</b>	Bill Pmt -Cheque	04/07/2005	479	Sitting Fee and Travel Claimed	-305.18
<b>Cr Lachlan Ballantyne</b>	Bill Pmt -Cheque	04/07/2005	480	Sitting Fee Claimed	-150.00



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**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
 June 16 through July 13, 2005

	Type	Date	Num	Memo	Amount
Department of Planning & Infrastructure	Bill Pmt -Cheque	16/06/2005	Debit	Debit of Licensing Takings 14th June 2005	-4,438.05
	Bill Pmt -Cheque	17/06/2005	Debit	Debit of Licensing Takings 15th June 2005	-3,236.70
	Bill Pmt -Cheque	20/06/2005	Debit	Debit of Licensing Takings 16th June 2005	-9,083.35
	Bill Pmt -Cheque	21/06/2005	Debit	Debit of Licensing Takings 17th June 2005	-13,842.45
	Bill Pmt -Cheque	22/06/2005	Debit	Debit of Licensing Takings 20th June 2005	-9,084.65
	Bill Pmt -Cheque	23/06/2005	Debit	Debit of Licensing Takings 21st June 2005	-7,115.10
	Bill Pmt -Cheque	24/06/2005	Debit	Debit of Licensing Takings 22nd June 2005	-8,431.40
	Bill Pmt -Cheque	27/06/2005	Debit	Debit of Licensing Takings 23rd June 2005	-15,740.70
	Bill Pmt -Cheque	28/06/2005	Debit	Debit of Licensing Takings 24th June 2005	-2,715.40
	Bill Pmt -Cheque	29/06/2005	Debit	Debit of Licensing Takings 27th June 2005	-7,658.50
	Bill Pmt -Cheque	30/06/2005	Debit	Debit of Licensing Takings 28th June 2005	-7,851.15
	Bill Pmt -Cheque	01/07/2005	Debit	Debit of Licensing Takings 29th June 2005	-9,249.65
	Bill Pmt -Cheque	04/07/2005	Debit	Debit of Licensing Takings 30th June 2005	-8,167.20
	Bill Pmt -Cheque	05/07/2005	Debit	Debit of Licensing Takings 1st July 2005	-12,315.55
	Bill Pmt -Cheque	06/07/2005	Debit	Debit of Licensing Takings 4th July 2005	-3,877.80
	Bill Pmt -Cheque	07/07/2005	Debit	Debit of Licensing Takings 5th July 2005	-3,986.25
	Bill Pmt -Cheque	04/07/2005	481	Honda Pressure Cleaner	-1,300.00
	Bill Pmt -Cheque	04/07/2005	482	Advertising in NRMjobs - Natural Resources/Community Support Officer	-165.00
	Bill Pmt -Cheque	04/07/2005	483	Refuse Removal June 2005	-5,095.16
	Bill Pmt -Cheque	04/07/2005	484	Reimbursement for Bee Sting Medication	-45.55
Kestrel Painting & Decorating	Bill Pmt -Cheque	23/06/2005	469	Repaint of Older Section of Rec Centre	-6,440.50
	Bill Pmt -Cheque	29/06/2005	474	Union Deductions June 2005	-42.90
	Bill Pmt -Cheque	04/07/2005	485	Weld Bollard and Solder New Elbow Rec. Ground Standpipe	-500.00
	Bill Pmt -Cheque	20/06/2005	Debit	Credit Card Purchases	-2,366.80
	Bill Pmt -Cheque	01/07/2005	Debit	Bank Fees and Charges	-480.73
	Bill Pmt -Cheque	01/07/2005	Debit	Bank Fees and Charges	-95.23
	Bill Pmt -Cheque	30/06/2005	Debit	Bank Fees and Charges	-167.00
	Bill Pmt -Cheque	30/06/2005	Debit	Repayment of Loan 131	-6,472.30
E & MJ Rosher Pty Ltd					
Email Media					
EN & B Pugh					
John Johansson					
LGRCEU					
Locko's Workshop					
National Bank					

4:05 PM  
14/07/05

**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
June 16 through July 13, 2005

	Type	Date	Num	Memo	Amount
Peerless Jal Pty Ltd	Bill Pmt -Cheque	04/07/2005	486	Dual Coat for the Town Hall Floor	-1,026.84
Quadrio Resources PTY LTD	Bill Pmt -Cheque	27/06/2005	470	Rates Refund due to Mining Tenement Death	-49.68
Shire of Wagin.	Bill Pmt -Cheque	30/06/2005	475	HACC Petty Cash Recoup	-163.55
	Bill Pmt -Cheque	30/06/2005	476	Shire of Wagin Petty Cash Recoup	-18.60
Southern Sandling	Bill Pmt -Cheque	04/07/2005	487	Sand Town & Lesser Hall Floor and Stage	-5,060.00
Sue Cuthbert	Bill Pmt -Cheque	04/07/2005	488	Reimbursement for Purchase of Uniform	-209.90
Swann Lodge	Bill Pmt -Cheque	04/07/2005	489	9 HACC Meals and Accommodation	-540.00
Telstra	Bill Pmt -Cheque	04/07/2005	490	Telephone Expenses	-1,402.26
Terrance Muir	Bill Pmt -Cheque	27/06/2005	471	Refund of Rates due to Contiguous Rating of Town Blocks	-113.26
Wagin Football Club Inc	Bill Pmt -Cheque	04/07/2005	491	40 Tonne of Wood - HACC	-4,000.00
Wagin Fresh Food Market	Bill Pmt -Cheque	04/07/2005	492	Catering for 17th May Council Meeting	-87.60
Wagin Medical Centre.	Bill Pmt -Cheque	04/07/2005	493	Doctor Visit for Stuart Johansson 10/6/2005	-69.70
Water Corporation	Bill Pmt -Cheque	04/07/2005	494	Water Usage	-1,277.90
Western Power	Bill Pmt -Cheque	04/07/2005	495	Streetlight Account	-2,291.45
				Total	-401,673.93

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14/07/05

**Shire of Wagin Trust Account**  
**List of Creditor Paid from the Trust Fund Account**  
June 16 through July 13, 2005

	Type	Date	Num	Memo	Amount
Eziway Foodstores.	Bill Pmt -Cheque	24/06/2005	1533	Refund of Deposit Paid on Animal Trap	-50.00
Landcare Australia	Bill Pmt -Cheque	28/06/2005	1537	Refund of Bond on Function Centre	-50.00
Moran's Hotel Wagin	Bill Pmt -Cheque	24/06/2005	1534	Refund of Deposit on Chairs	-50.00
Shire of Wagin.	Bill Pmt -Cheque	28/06/2005	1538	Kathleen Berryman Bond on Rec Centre Not Refundable	-200.00
Wagin Dart Association.	Bill Pmt -Cheque	06/07/2005	1539	Refund of Deposit on Community Bus	-100.00
				Total	-450.00

**9.2.5****Wagin Medical Centre Financial Reports – June 2005****Reporting Officer:****Deputy Chief Executive Officer****Summary**

In accordance with the Local Government (Financial Management) Regulations 1996, regulation 34 stipulates that a local authority is to prepare monthly financial reports in such a form as the local authority considers appropriate.

**Background**

The Wagin Medical Centre has been running under the control of Council since 1<sup>st</sup> March 2003. Like the monthly financial reports Council already receives relating to the Municipal fund and list of payments made from the Municipal, Trust and Reserve accounts, Council is required to disclose the same information regarding the Wagin Medical Centre.

**Comment**

A Statement of Financial Position and a Profit and Loss statement have been prepared for the period ending 30<sup>th</sup> June 2005, and a list of payments made from the cheque account are attached to this item.

**Statutory Requirement:** Local Government (Financial Management) Regulation 34(1)(a).

**Budget Implications:** Nil

**Officer's Recommendation**

That Council;

1. Receive the Statement of Financial Position and the Profit and Loss Statement for the period ending 30<sup>th</sup> June 2005.
2. Approve for payment the list of Creditors paid from the cheque account totalling \$56,717.46.

**Council Resolution**

**9 Cr RP JOHNSON/Cr DK MORGAN**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 8/0

1:13 PM  
15/07/05

**Wagin Medical Centre**  
**Statement of Financial Position**  
As of June 30, 2005

	<u>Jun 30, 2005</u>
<b>ASSETS</b>	
Current Assets	
Current/Savings	
Cheque Account	69,494.91
Total Current/Savings	<u>69,494.91</u>
Accounts Receivable	
1200 - Accounts Receivable	33,856.06
Total Accounts Receivable	<u>33,856.06</u>
Other Current Assets	
Cash on Hand	100.00
Total Other Current Assets	<u>100.00</u>
Total Current Assets	103,450.97
Fixed Assets	
A0153 - Furniture & Equipment	5,630.09
Total Fixed Assets	<u>5,630.09</u>
<b>TOTAL ASSETS</b>	<u><b>109,081.06</b></u>
<b>LIABILITIES</b>	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	50,389.74
Total Accounts Payable	<u>50,389.74</u>
Other Current Liabilities	
2200 - Tax Payable	-837.89
Total Other Current Liabilities	<u>-837.89</u>
Total Current Liabilities	<u>49,551.85</u>
<b>TOTAL LIABILITIES</b>	<u><b>49,551.85</b></u>
<b>NET ASSETS</b>	<u><b>59,529.21</b></u>
<b>EQUITY</b>	
1110 - Retained Earnings	37,419.34
Net Income	<u>22,109.87</u>
<b>TOTAL EQUITY</b>	<u><b>59,529.21</b></u>

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**Wagin Medical Centre**  
**Profit & Loss Budget vs. Actual**  
 July 2004 through June 2005

	Jul '2004 - Jun 2005	Budget	% of Budget
Ordinary Income/Expense			
Income			
I100 · Operating Income			
I100010 · Surgery Visits	287,760.43	285,000.00	100.97%
I100020 · Hospital Visits	113,254.33	85,000.00	133.24%
I100030 · WACRRM Practice Support	1,000.00	5,000.00	20.0%
I100040 · Practice Incentive Payments	48,087.59	42,000.00	114.49%
I100050 · Agency Fee Reimbursement	0.00	1,500.00	0.0%
I100060 · Interest	718.08	500.00	143.62%
I100070 · Reimbursements	3,461.31	1,000.00	346.13%
Total I100 · Operating Income	454,281.74	420,000.00	108.16%
Total Income	454,281.74	420,000.00	108.16%
Expense			
E200 · Operating Expenditure			
E200010 · Doctors Wages	213,031.53	208,000.00	102.42%
E200020 · Administration Wages	59,650.08	60,000.00	99.42%
E200030 · Practice Nurse Wages	39,825.32	30,000.00	132.75%
E200040 · Cleaners Wages	11,802.74	12,000.00	98.36%
E200050 · Superannuation	34,721.37	27,900.00	124.45%
E200060 · Locum Doctor Expenses	363.64	3,000.00	12.12%
E200070 · Workers Comp Insurance	15,482.50	9,509.00	162.82%
E200072 · Fringe Benefits Tax	2,888.98		
E200075 · Professional Indemnity Ins	2,212.36		
E200080 · Professional Promotion	379.09	1,000.00	37.91%
E200090 · Staff Training	1,048.18	5,000.00	20.96%
E200095 · Staff Uniforms	344.91		
E200100 · Telephone & Mobile	7,544.01	10,000.00	75.44%
E200110 · Electricity & Gas	3,600.95	5,000.00	72.02%
E200120 · Water	683.19	300.00	227.73%
E200130 · Office Supplies & Maintenance	2,780.88	7,000.00	39.73%
E200140 · Printing & Stationery	1,924.74	2,000.00	96.24%
E200150 · Repairs	249.00	500.00	49.8%
E200160 · Office Cleaning Supply & Serv	1,576.54	750.00	210.21%
E200170 · Vehicle Running Costs W.1479	1,977.20	2,000.00	98.86%
E200180 · Gardening Service - Nenke St	2,019.62	2,000.00	100.98%
E200190 · Internet Access	563.06	600.00	93.84%
E200200 · Medical Supplies	10,225.94	7,000.00	146.09%
E200210 · Computer Systems	2,206.82	4,000.00	55.17%
E200220 · Postage and Freight	3,407.66	3,500.00	97.36%
E200230 · X-Ray Service	319.37	1,500.00	21.29%
E200240 · Subscriptions	772.44	250.00	308.98%
E200250 · Administration	0.00	13,691.00	0.0%
E200260 · Bank Fees & Charges	2,354.96	3,500.00	67.29%
E200270 · Write Offs	7,309.88		
E200280 · Refund Consultation Fees	705.75		
E200290 · Travelling	199.16		
Total E200 · Operating Expenditure	432,171.87	420,000.00	102.9%
Total Expense	432,171.87	420,000.00	102.9%
Net Ordinary Income	22,109.87	0.00	100.0%
Net Income	22,109.87	0.00	100.0%

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**Wagin Medical Centre**  
**List of Creditors Paid from the Operating Cheque Account**  
**June 16 through July 13, 2005**

	Type	Date	Num	Memo	Amount
**AMA Services	Bill Pmt -Cheque	30/06/2005	Debit	Medical Supplies	-294.96
**Times Print	Bill Pmt -Cheque	30/06/2005	Debit	Appointment Cards	-194.00
**Wagin Newsagency	Bill Pmt -Cheque	30/06/2005	Debit	Papers and Stationery	-41.44
Great Southern Health Region	Bill Pmt -Cheque	30/06/2005	286	Training for Di Piesse and Linda West	-110.00
MDA National Insurance	Bill Pmt -Cheque	01/07/2005	289	Professional Indemnity Insurance 2005/2006	-6,256.02
Medi-Collect	Bill Pmt -Cheque	30/06/2005	287	240L Clinical Waste Bins x 2	-199.10
National Bank	Bill Pmt -Cheque	30/06/2005	Debit	Bank Fees and Charges	-105.20
	Bill Pmt -Cheque	01/07/2005	Debit	Bank Fees and Charges	-74.16
Shire of Wagin	Bill Pmt -Cheque	30/06/2005	288	May kms in Infant Health Vehicle	-4.75
	Bill Pmt -Cheque	11/07/2005	290	Operating Expenses for June 2005	-48,840.04
Telstra	Bill Pmt -Cheque	06/07/2005	Debit	Telephone Expenses	-547.84
Westnet	Bill Pmt -Cheque	05/07/2005	Debit	Internet Access	-49.95
				Total	-56,717.46

## **9.4 Other Committees and Reports**

### **9.4.1 HOME AND COMMUNITY CARE REPORT FROM 1<sup>st</sup> April 2004 to 30<sup>th</sup> June 2005.**

#### **Clients**

Client numbers Wagin	96
Client numbers Darkan/Duranillin	30

Darkan have had several clients relocating to a new retirement village in Eaton.

Wagin clients enjoyed a number of outings with 24 people joining a mystery tour – picnic lunch at the lawn area of Boddington's Hotham River.

A small group of men attended a men's morning tea and guest speaker at "Karinya" Hostel.

18 clients journeyed to Wickiepin for a senior's old time music hall.

7 clients travelled to Quindanning Inn for Christmas in June lunch.

Boddington HACC clients joined Darkan clients for a morning or bingo followed by lunch.

Bingo each month in Darkan has been steadily growing in numbers with between 15 – 19 clients regularly attending.

Client from Darkan and Wagin have been travelling to Narrogin Recreation Centre heated pool to join the water aerobics for people with disabilities. Staff attended a swim ability training session to qualify them to assist clients. Clients who are unable to join the aerobics are assisted by staff to be in the water or spa.

#### **Staff**

Carol O'Sullivan (assistant home maintenance Darkan) will be leaving in 2 weeks to relocate to Bunbury. Helen Severn has had a change in job description following an injury to her back which has prevented her being able to undertake physical duties. Helen now provides social support, light housekeeping jobs, some administration and client reviews.

Having completed Certificate IV in Aged Care (Administration) Helen is able to assist in client reviews.

Staff will attend Personal and Professional Boundaries Workshop in August.

Medication Training will also be provided in the near future.

#### **Minimum Data Set Statistics**

Attached Statistics v's Funding Contract stats for the part 12 months.

Of the 8230 estimated service hours we supplied 8105 hours.

Meals on Wheels stats 6125 estimated Meals - actual 4941 meals delivered.

Community Consultations Report attached.

S J CUTHBERT  
HOME AND COMMUNITY CARE COORDINATOR



**Community Consultations report**

Two workshops were held in the Great Southern Region. One hundred and thirty three invitations were sent out to sponsoring bodies, Regional Directors, coordinators, Directors of Nursing, clients and agencies that provide a service to the aged and younger people with disabilities.

Some of the issues of providing HACC services in these regions are:

- ♦ the distance required to travel to provide a service to a HACC client;
- ♦ recruiting staff and volunteers in the smaller rural towns;
- ♦ increase in HACC services as the elderly are now retiring in their local community as they are now able to obtain services;
- ♦ increase in HACC services also due to the younger population relocating to regional centres due to the economic decline in the farming communities.

The HACC target population for the Great Southern Region is 7,498 persons this figure represents 4.1% of Western Australia's total HACC target group population of 182,910 persons.

Rural towns in the Great Southern are having an increase of population as city people are relocating to the smaller towns due to the low housing costs and access to services. The majority of these people are receiving pensions either aged or disability and require HACC services. This is placing a demand on the local HACC agencies.

All areas within the Great Southern have had a marked increase in clients diagnosed with dementia. There is very limited accommodation and services to cater for this special needs client. The Home and Community Care program has expanded in some rural and regional areas for Dementia Specific Centre Based Day Care and Social Support to provide activities for the clients, which also provides respite for the person caring for the client.

There has been an increase and awareness of elderly parents caring for adult sons and daughters with disabilities. There are limited opportunities for the younger person with disabilities to socialise or participate in recreational activities that are appropriate to meet their needs.

With the introduction and success of the Neurological Nurse Specialist, Allied Health Speech Therapy has been identified as a gap in services. The HACC eligible clients in the Great Southern are unable to access basic speech therapy.

Following the Regional Community Consultations, regional needs and priorities were collated according to each region. These priorities will be included in the development of the State Program Plan and will assist the Department of Health in the 2005 / 2006 planning process for the Home and Community Care Program.

The Statewide Community Consultation will be held in Perth on the 30<sup>th</sup> May 2005.

**Council Resolution****10 Cr DK MORGAN/Cr AP SCANLON**

That the Home and Community Report be received

**CARRIED**  
Vote 8/0

**9.4.2 Minutes of a Works and Services Committee Meeting held on 20 June 2005.****Council Resolution****11 Cr RPJOHNSON/Cr AC DOHLE**

That the Minutes of the Works and Services Committee Meeting held on Thursday 20<sup>th</sup> June 2005 be received.

**CARRIED**

Vote 8/0

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**Minutes of a Works and Services Committee Meeting held in Council's  
Committee Room on Monday 20<sup>th</sup> June 2005**

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**Opening:** Meeting opened at 7.02pm

**Attendance:** Cr I C Cumming Chairperson  
Cr R P Johnson  
Cr E N Pugh  
Cr D K Morgan  
Cr A C Dohle  
Cr J L C Ballantyne  
Cr K M Draper

**Staff:** Mr I B Fitzgerald Chief Executive Officer  
Mr A D Hicks Manager of Works

**Apologies:**

Nil

**Election of Chairperson**

In the absence of a chairperson the Chief Executive Officer took the Chair and called for nominations for the position.

Cr Pugh nominated Cr Cumming who accepted the nomination.

There being no further nominations Cr Cumming was declared elected.

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**Public Question Time**

Nil

**Declaration of Interest**

Nil

**Confirmation of Previous Meeting Minutes****WRK265 JOHNSON/DRAPER**

That the minutes of the Works and Services Committee Meeting held on 8<sup>th</sup> February 2005 be confirmed as a true and accurate record of proceedings.

**CARRIED**

Vote 7/0

**CORRESPONDENCE AND REPORTS****2005/06 Draft Works Program**

The Committee discussed the draft 2005/06 Works Program that was presented by the Works Manager and Chief Executive Officer.

**Committees Recommendation****WRK266 PUGH/DRAPER**

That the Committee recommend to Council the Draft Works Program including provision for roadside spraying as presented be listed for consideration in the 2005/06 Draft Budget.

**CARRIED**

Vote 7/0

**2005/06 Plant Replacement Program**

A number of plant items are listed for changeover in 2005/06 and were presented to the Committee for consideration.

**Committee's Recommendation****WRK267 MORGAN/PUGH**

That the Committee recommend to Council that the plant items listed for changeover be included in the 2005/06 Draft Budget for consideration.

**CARRIED**

Vote 7/0

**GENERAL BUSINESS****Footpaths**

The Committee discussed the need for the footpaths around the Wagin townsite to be repaired and upgraded as resources permit.

**Plant Replacement Schedule**

The Committee discussed the need to revise the 10 year Plant Replacement Program and to ensure an amount of plant items are changed over each year. The Works Manager and Chief Executive Officer to attend to and bring back to the Committee.

**Closure**

There being no further business to discuss the Chairperson thanked these in attendance and closed the meeting at 8.43pm.

**These Minutes were confirmed at a meeting held on**

\_\_\_\_\_

**Signed** \_\_\_\_\_

**Presiding Member at the meeting at which the Minutes were confirmed.**

**Dated** \_\_\_\_\_

**9.4.3 Minutes of the Health Building and Planning Committee Meeting held on Monday 27<sup>th</sup> June 2005.****Council Resolution****12 Cr PJ BLIGHT/Cr AP SCANLON**

That the Minutes of the Health, Building and Planning Committee Meeting held on Monday 27<sup>th</sup> June 2005 be received.

**CARRIED**

Vote 8/0

**Minutes of the Health, Building and Planning Committee Meeting held in Council's Committee room on Monday 27<sup>th</sup> June 2005.**

As no Chairperson has been elected the Chief Executive Officer called for nominations for Chairperson. Councillor Brockway nominated Councillor Draper who accepted.

**H127 BROCKWAY/BALLANTYNE**

There being no further nominations for Chairperson Cr Draper was duly declared elected as Chairperson.

**CARRIED**

Vote 4/0

**OPENING:** Meeting opened at 7.04pm.

**ATTENDANCE:** Cr K M Draper Chairperson  
Cr M J Brockway  
Cr J L C Ballantyne  
Cr A P Scanlon

**STAFF:** Mr I B Fitzgerald Chief Executive Officer  
Mr B K Fisher Deputy Chief Executive Officer  
Mr D A Archer Principal Environmental Health Officer/Building Surveyor

**APOLOGIES:** Cr H D Rowell

**PUBLIC QUESTION TIME**

Nil

**DECLARATION OF INTEREST**

Nil

**CONFIRMATION OF PREVIOUS MINUTES****H128 DRAPER/BALLANTYNE**

That the minutes of the Health, Building and Planning Committee meeting held on 28<sup>th</sup> April be confirmed as a true and correct record.

**CARRIED**

Vote 4/0

**BUSINESS ARISING**

<b>7.1</b>	<b>Proposed 10 year Building Program</b>
<b>Location:</b>	<b>Shire of Wagin</b>
<b>Proponent:</b>	<b>Staff</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/Building Surveyor</b>
<b>File:</b>	<b>FNC 2/1</b>

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**Summary**

To enable forward planning a 10 year building program is presented.

**Background**

Council, aware that several large projects are under consideration endorsed staff's suggestion that a ten year program be presented bearing in mind those projects.

**Comment**

In compiling a suggested program apart from anticipated routine maintenance of existing buildings the following were incorporated in chronological order.

05/06	Construction of dwelling on Lot 55 Khedive Street
06/07	Renovation of Administration Building
07/08	Hydrotherapy pool (site yet to be established)
07/08	Construction of Swimming Pool Managers house on north/west corner of Reserve 10251 (Swimming Pool site suggested)
09/10	Swimming Pool Upgrade
09/10	Construction on 21 Tarbet Street (existing swimming pool managers house site) of 1 x 4 bedroom house, (to replace house

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	at 2 Ballagin Street) and 1 x 3 bedroom house (suitable for locum doctor, visiting dentist or similar suggested)
10/11	Sell house at 2 Ballagin Street
11/12	Construct 1 x 3 bedroom house on 21 Tarbet Street (for Staff purposes as necessary)

Discussion has taken place and is being reviewed with regard to :-

- a) Lot 55 Khedive Street new dwelling
- b) Administration Centre renovations
- c) Hydrotherapy pool and/or aquatic centre upgrade.

The result of these reviews may substantially change this program. Recognising that our housing stocks are ageing and that demands may increase to provide housing the following assumptions were made.

- 1) Swimming pool managers' pool site is extremely large there would be sufficient area to enable a house to be placed on the same site. The Department of Planning and Infrastructure advise this is acceptable by noting the additional use in the purpose for the Reserve.
- 2) This would allow the current swimming pool managers house on 21 Tarbet Street to be removed/demolished and accepting 2 Ballagin Street is limited due to the lot dimensions, exposure and difficulty in accessing safely by vehicle the thought is to construct a replacement house on 21 Tarbet Street, then sell 2 Ballagin Street.
- 3) With increasing demands on medical and allied services, likely to be provided on a part time basis, accommodation may be a prerequisite to attract such services and to cover this situation another house could be constructed on 21 Tarbet Street.
- 4) 21 Tarbet Street has sufficient area to accommodate three separate residences. At present Council is fortunate to have several key positions filled by persons with their own houses however this may not always be the case.

The third house on 21 Tarbet Street could fill this need and when not required could be placed on the rental market.

- 5) Administration Renovations: Accepting the existing roof design and box gutters leave a lot to be desired replacement of the box gutters combined with more diligent maintenance of those gutters would give reasonable service.

Internally substantial improvement could be achieved by:-

- a) Redesigning the reception counter
- b) Upgrading workstations throughout
- c) Installing compactor files
- d) Providing archives storage (cover atrium)
- e) Providing disabled toilet, shower, cleaner store and HACC store.

- f) Improving access to Administration Centre, Chambers, Carparking and Landscaping.

At the time of writing costings were still being prepared but the above work could be staged.

Stage 1)	Reception counter Workstations Compactor files Roof over atrium Replace box gutters
Stage 2)	Disabled toilet Shower Cleaners Store HACC store Archive store
Stage 3)	Access to Administration Centre and Chambers Carparking Landscaping

A significant advantage in not reroofing is that the Administration Centre would remain operational throughout the various stages and this would similarly apply if the existing roof cladding is later replaced.

***Statutory Environment:*** Nil

***Policy Implications:*** Nil

***Budget Implications:*** This program would guide Council and assist in planning future budgets.

#### **Committee's Recommendation**

#### **H129 BROCKWAY/BALLANTYNE**

That the Committee recommend adoption of the ten (10) year building program as a basis for Councils forward planning.

**CARRIED**  
Vote 4/0

See Appendix 1,2



<b>7.2</b>	<b>Proposed Building Maintenance Program 2005/06</b>
<b>Location:</b>	<b>Shire of Wagin</b>
<b>Proponent:</b>	<b>Staff</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/ Building Surveyor</b>
<b>File:</b>	<b>FNC 2/1</b>

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### Summary

To enable building maintenance to continue throughout 05/06 a program is developed.

### Background

The Health, Building and Planning Committee undertook an inspection of Councils buildings on 28<sup>th</sup> April 2005 which forms the basis for this program under consideration.

### Comment

At the time of writing not all costings were available therefore I have estimated in some instances. You will also note additional items to those noted during the inspection have been included:-

### Town Hall

a)	Repaint internal toilets	5800
b)	Repaint rotary rooms	1200
c)	Picture rail – Rotary Room	450
d)	Remove existing under bench oven sand hot plates. Alter bench to allow installation of 2 x upright wall ovens/hot plates.	1845
e)	Remove skirting tiles in kitchen salvage if possible, Supply and fit new skirting tiles as or similar to existing Plain vanilla style.	
f)	Remove skirting tiles throughout ladies internal toilets As indicated and supply and fit similar.	
g)	Remove skirting tiles in gents internal toilets as indicated and supply and fit similar.	
(h)	Remove existing mirrors in toilets, supply and fit 1 x in gents and 3 x in ladies.	2165
(i)	2 x ovens/hotplates	3400
(j)	Install R C D 's	2750
		<b><u>\$17,610</u></b>

### Administration Centre

a)	Replace box gutters	4500 est
b)	Upgrade reception counter	11000 est
c)	Upgrade workstations (7 x 1200)	8400 est
d)	Install compactor files x 2	9000
e)	Roof over atrium	4500 est
		<b><u>\$37,400</u></b>

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**Toms Building/Function Centre**

a)	Chairs x 50	
b)	Trestles x 10	3000
c)	Air conditioning Function Centre	
		<u><b>\$ 3,000</b></u>

**Recreation Centre**

a)	Air condition Manager Officer	2500
b)	Repaint ceiling of bar/lounge/kitchen	3200
c)	Replace light globes	1500
d)	Storeroom shelving	9000
		<u><b>\$16200</b></u>

**Sportsground**

- a) Remove trotting track fence and retaining wall as indicated
- (b) Supply and install concrete modular retaining wall incorporating subsoil drainage on the northern side of the wall
- (c) replace removed section of trotting track fence (60m)
- (d) Fabricate steel framed colourbond clad movable ticket box as indicated
- (e) Replace remainder of trotting track fence (475m)

**Swimming Pool**

a)	Fence diving pool	
b)	Solar blankets	30000
		<u><b>\$30,000</b></u>

**Medical Centre**

a)	Repaint Doctors Surgery, treatment room, spare room	2000
b)	Notice Board	350
		<u><b>\$2,350</b></u>

**Caravan Park**

a)	Supply and erect gazebo (similar to those in Wetlands) In colours to match existing caravan park gazebo and Position over the existing brick paved area.	7500
(b)	Remove existing concrete slab paths, supply and lay paths with brick pavers to match those in gazebo.	4100
(c)	Repaint externally, including brickwork	
(d)	Remove existing lawn and concrete sullage/services bays	
		<u><b>\$11,600</b></u>

**Library**

- |    |   |                       |
|----|---|-----------------------|
| a) | Replace existing roof cladding gutters and downpipes and replace red custom orb colourbond with matching gutters and downpipes. | 4896                  |
| b) | Insulate roof sheeting with 50mm Anticon anti condensation insulation sarking laid over purlins or battens.                     | 420                   |
|    |   | <b><u>\$5,316</u></b> |

**Depot**

- |    |  |
|----|--|
| a) | Extend southern end of western shed as indicated.  |
| b) | Extend northern end of western shed as indicated.  |
| c) | Extend western side of northern shed as indicated.   |
| d) | Prepare, supply and lay 100mm concrete floor with F72 on chains, plastic under as indicated. |

**Wetlands**

- |    |  |                        |
|----|--|------------------------|
| a) | Extend paths and upgrade gardens         | 15000                  |
| b) | Upgrade playground (Relocated equipment) | 4000                   |
|    |  | <b><u>\$19,000</u></b> |

**5 Warwick Street**

- |                    |                      |
|--------------------|----------------------|
| Touch up paintwork | <b><u>\$ 250</u></b> |
|--------------------|----------------------|

**Landfill**

- |    |         |                        |
|----|---------|------------------------|
| a) | Fencing | 10000                  |
| b) | Shed/WC | 18000                  |
| c) | Loader  |                        |
|    |         | <b><u>\$28,000</u></b> |

**Airfield**

- |    |                     |                        |
|----|---------------------|------------------------|
| a) | Markers             | 1500                   |
| b) | Light Maintenance   | 1500                   |
| c) | Master key padlocks | 500                    |
| d) | Fencing             | 15000                  |
|    |                     | <b><u>\$18,500</u></b> |

**Cemetery**

- |               |                        |
|---------------|------------------------|
| Grave Markers | <b><u>\$ 3,300</u></b> |
|---------------|------------------------|

***Statutory Environment:*** Nil

***Policy Implications:*** Nil

***Budget Implications:*** This program helps form the overall budget for 05/06.

**Committee's Recommendation**

**H130 SCANLON/BALLANTYNE**

That the amended program be presented for budget consideration.

**CARRIED**

Vote 4/0

<b>7.3</b>	<b>Operation of Landfill</b>
<b>Location:</b>	<b>Lots 667 – 669 Brockman Road Wagin</b> <b>- zoned Public Purpose</b>
<b>Proponent:</b>	<b>Staff</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/Building</b> <b>Surveyor</b>
<b>File:</b>	<b>HLT 13/3</b>

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### Summary

Council operates a landfill utilising Lots 667 – 669 Brockman Road Wagin which is open 24 hours a day.

### Background

The DEP issues a license which we are required to comply. As from March 05 this site has been registered by the DEP which deletes the necessity for an annual license but brings in to play the Rural Landfill Regulations 2002.

These Regulations virtually mirror the conditions of our previous landfill license.

### Comment

Substantial penalties apply to non compliance with a condition of the Regulations so to improve our operation staff present an alternative method of operation for consideration. In preparing this concept some assumptions have been made but based on national figures to which I have found consistent with local authorities to our south so hopefully will prove similar in Wagin.

- 1) Waste receipt per week (less green waste) 53m<sup>3</sup>
- 2) Compacts to 27m<sup>3</sup>
- 3) An area 18m x 10m at a depth of 300mm (worked in 150mm layers) is sufficient for 2 weeks.
- 4) Cover once a fortnight with 100mm compacted soil.
- 5) Annually area required is 80m x 60m to a total height of 400mm.
- 6) Requires 480m<sup>3</sup> of soil annually.
- 7) A fenced compound 100m x 150m provides a working area of 80m x 130m and allowing the total waste and soil depth to 800mm then the above compound would be sufficient for 4 years.
- 8) Post closure of an area requires an additional 900mm of clean soil (total height increase 1700mm) which equates to 9360m<sup>3</sup> of soil.
- 9) Capital Outlay
 

a)	Fencing	10,000
b)	Machine (loader)	50,000
c)	Shed & WC	15,000

Control of the site is a requirement of the Regulations and is critical if we are to work the site efficiently. With this in mind and allowing for operation of the site it is suggested that the landfill be open.

Saturday	1.00pm – 5.00pm
Tuesday	1.00pm – 5.00pm
Thursday	1.00pm – 5.00pm

As operating expenses are likely to be:-

Machine @ \$60/hour for 1.5 hours/day	90
Labour @ \$30/hour for 4.0 hours/day	120
9m <sup>3</sup> soil/week (spread fortnightly) @ \$10m <sup>3</sup>	90
Total operating/week	720
Total operating/year	37,440

Initially there may be some adverse comment, due to the restricted hours, and possible illegal dumping may increase but with perseverance I am confident these issues can be overcome.

Without implementing the above system or something similar it may be difficult to convince the DEP we are endeavouring to comply with the Regulations.

With a manned site selective recycling and better use of green waste may present itself which are activities encouraged by the DEP.

***Statutory Environment:***

Environmental Protection Act 1986  
Environmental Protection (Rural Landfill)  
Regulation 2002

***Policy Implication:***

Nil

***Budget Implications:***

To implement a change such as this requires capital outlay. Actual operating costs may not be significantly more than our current operations.

**Committee's Recommendation**

**H131 BROCKWAY/SCANLON**

- 1) That the Wagin landfill site be regulated for the receipt of waste.
- 2) That consideration be given to provide finance to
  - a) Fence portion of the landfill
  - b) Provide a shed and WC at the site.

In the annual 2005/06 budget.

**CARRIED**  
Vote 4/0

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Environmental Protection Act 1986

**Environmental Protection (Rural Landfill)  
Regulations 2002**

Made by the Governor in Executive Council on the recommendation of the Environmental Protection Authority.

**1. Citation**

These regulations may be cited as the *Environmental Protection (Rural Landfill) Regulations 2002*.

**2. Commencement**

These regulations come into operation on 1 July 2002.

**3. Interpretation**

In these regulations —

“**approved**” means approved in writing by the Chief Executive Officer;

“**clinical waste**” has the same meaning as in the *Environmental Protection (Controlled Waste) Regulations 2001*;

“**Fire Control Officer**”, in relation to a landfill site, means a person who has such qualifications in fire fighting or fire control as are approved, appointed to that position by the occupier of the landfill site;

“**landfill site**” means a landfill site to which these regulations apply, in accordance with regulation 4;

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*Environmental Protection (Rural Landfill) Regulations 2002*

r. 4

**“Landfill Waste Classification and Waste Definitions 1996”**  
means the document entitled “Landfill Waste Classification and Waste Definitions 1996” published by the Chief Executive Officer, as amended from time to time;

**“material containing asbestos”** has the same meaning as in regulation 41 of the *Environmental Protection (Controlled Waste) Regulations 2001*;

**“putrescible waste”** means putrescible waste as defined in the *Landfill Waste Classification and Waste Definitions 1996*;

**“surface water body”** means a watercourse or wetland (as those terms are defined in the *Rights in Water and Irrigation Act 1914*) and any other surface water, whether artificial or natural;

**“tipping area”** means the area of a landfill site where waste currently being brought to the site is being deposited.

**4. Landfill sites to which these regulations apply**

These regulations apply to and in respect of premises specified in Schedule 1 Part 2 of the *Environmental Protection Regulations 1987* as category 89 premises and registered under regulation 5B of those regulations.

**5. Tipping area**

The occupier of the landfill site must ensure that the tipping area of the site is not greater than —

- (a) 30 metres in length; and
- (b) 2 metres above ground level in height.

Penalty: \$5 000.



*Environmental Protection (Rural Landfill) Regulations 2002*

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**6. Covering of waste**

- (1) The occupier of a landfill site must ensure that waste in the tipping area of the site is covered —
- (a) at least as often as is specified in the Table to this regulation; and
  - (b) in accordance with subregulation (2).
- Penalty: \$5 000.
- (2) Waste is to be —
- (a) covered with a dense, inert and incombustible material, or such other material as is approved in respect of a particular landfill site; and
  - (b) totally covered, so that no waste is left exposed.
- (3) The occupier of a landfill site must ensure that there is enough cover material at any time stored and readily available on the site for the tipping area of the site to be covered, in accordance with this regulation, at least twice.
- Penalty: \$5 000.

**Table**

<b>Tonnes of waste received per year</b>	<b>Frequency waste is to be covered</b>
Less than 500 tonnes	Monthly
Between 500 and 2 000 tonnes	Fortnightly
Between 2 000 and 5 000 tonnes	Weekly

**7. Fencing of landfill site**

The occupier of a landfill site must ensure that there is a fence around the boundary of the site which is an effective barrier to cattle, horses and other stock.

Penalty: \$5 000.

page 3

*Environmental Protection (Rural Landfill) Regulations 2002*

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**r. 8****8. Waste to be contained on landfill site**

The occupier of a landfill site must ensure that —

- (a) waste does not get washed, or blown, outside the site; and
- (b) waste that has been washed, or blown, away from the tipping area of the site is returned to the tipping area at least once in each month.

Penalty: \$5 000.

**9. Separation of waste from water and site boundary**

Unless otherwise approved in writing, the occupier of a landfill site must ensure that there is no waste within —

- (a) 35 metres from the fence surrounding the site;
- (b) 100 metres of any surface water body at the site; or
- (c) 3 metres of the highest level of the water table aquifer at the site.

Penalty: \$5 000.

**10. Stormwater management**

The occupier of a landfill site must ensure that stormwater on the site is adequately managed so that —

- (a) it is diverted from areas of the site where there is waste; and
- (b) water that has come into contact with waste is to be diverted into a sump on the site, or otherwise retained on the site.

Penalty: \$5 000.

**11. Dust suppression**

The occupier of a landfill site must ensure that no visible dust escapes from the landfill site.

Penalty: \$5 000.

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*Environmental Protection (Rural Landfill) Regulations 2002*

r. 12

**12. Firebreaks**

The occupier of a landfill site must ensure that there is a firebreak of at least 3 metres around the boundary of the site.

Penalty: \$5 000.

**13. Burning of greenwaste only**

- (1) The occupier of a landfill site must ensure that waste is not burnt at the site, other than greenwaste burnt in accordance with this regulation.

Penalty: \$5 000.

- (2) Greenwaste may be burnt if—

- (a) it is dry and seasoned for at least 2 months before it is burnt;
- (b) it is burnt in a designated burning area of the landfill site;
- (c) it is burnt in trenches or windrows;
- (d) it is burnt quickly and in such a way that the generation of smoke is minimised;
- (e) burning does not commence before 8 a.m. and the Fire Control Officer for the landfill site declares the area safe by 12 noon on the same day; and
- (f) there is present in the area from the time burning commences until the Fire Control Officer for the landfill site declares the area safe—
  - (i) a fire fighting vehicle carrying at least 500 litres of water, fitted with at least 30 metres of 19 mm diameter rubber hose and with a pump capacity capable of delivering a minimum of 250 litres of water per minute at a minimum of 700 kPa through a nozzle capable of projecting water by spray or by jet; and

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*Environmental Protection (Rural Landfill) Regulations 2002***r. 14**

- (ii) 2 persons, who have such qualifications in fire fighting as are approved.

(3) In this regulation —

**“designated burning area”** means an area of a landfill site that has been designated by the occupier of the site as a designated burning area and which —

- (a) is at least 50 metres from the boundary of the site;
- (b) has no inflammable material on it, other than the greenwaste and live trees, for a radius of 50 metres;
- (c) is positioned on an area of the site where waste (other than the greenwaste to be burnt) has not been deposited; and
- (d) is at least 500 metres from any person’s residence or place of employment (other than the landfill site) or an educational institution, hospital or other public place;

**“greenwaste”** means waste that originates from flora.

**14. Outbreak of fire**

- (1) The occupier of a landfill site must ensure that there are appropriate procedures in force at the site so that —
  - (a) any unauthorised fire on the site is promptly extinguished; and
  - (b) appropriate alarm and evacuation procedures are in place.
- (2) The occupier of a landfill site must ensure that an unauthorised fire on the site is extinguished as soon as possible.
- (3) Within 14 days of an unauthorised fire at a landfill site, the occupier of the site must give to the Chief Executive Officer a report on the fire containing —
  - (a) details of the date, time and location of the fire;

*Environmental Protection (Rural Landfill) Regulations 2002*

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- (b) the time the location of the fire was declared safe by the Fire Control Officer for the site; and
- (c) the cause, or suspected cause, of the fire.

Penalty: \$5 000.

**15. Approval for disposal at landfill site of clinical waste or material containing asbestos**

- (1) The occupier of a landfill site must ensure that clinical waste or material containing asbestos is not disposed of at the site unless the site is approved for the disposal of that waste or material, as is relevant.
- (2) The occupier of a landfill site must ensure that clinical waste and material containing asbestos is disposed of in accordance with the relevant approval.  
Penalty: \$5 000.
- (3) Where there is a conflict between a requirement of regulation 16 and a requirement of an approval, the requirement of regulation 16 prevails.

**16. Disposal of clinical waste and material containing asbestos**

- (1) The occupier of a landfill site is to ensure that clinical waste and material containing asbestos disposed of at the site is disposed of under the occupier's personal supervision or the personal supervision of a person nominated by the occupier.
- (2) The person supervising the disposal of clinical waste or material containing asbestos at a landfill site is to ensure that it is covered as soon as is practicable after its disposal —
  - (a) with a dense, inert and incombustible material; and
  - (b) to a depth of at least one metre.

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*Environmental Protection (Rural Landfill) Regulations 2002***r. 17**

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- (3) The occupier of a landfill site is to ensure that there is kept at the landfill site an accurate and up to date —
- (a) register of clinical waste and material containing asbestos disposed of at the landfill site; and
  - (b) a plan of the landfill site showing the position of clinical waste and material containing asbestos disposed of at the landfill site.
- (4) The person supervising the disposal of clinical waste or material containing asbestos at a landfill site is to make an entry in the register within 2 hours of supervising the covering of waste under subregulation (2), stating —
- (a) the date;
  - (b) the person's name;
  - (c) that the waste has been covered in accordance with that subregulation; and
  - (d) where more than one square metre of waste was covered, grid coordinates with reference to the plan of the landfill site so that the position of the waste can be easily and accurately ascertained.
- (5) The occupier of a landfill site is to ensure that the grid references entered in the register are marked on the plan of the landfill site.
- Penalty: \$5 000.

**17. Post-closure plan**

- (1) The occupier of a landfill site must prepare and submit to the Chief Executive Officer for approval a post-closure rehabilitation plan, in accordance with subregulation (2), for the site within 18 months of the site being registered under regulation 5B of the *Environmental Protection Regulations 1987*.
- Penalty: \$5 000.

*Environmental Protection (Rural Landfill) Regulations 2002*

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r. 17

- (2) A post-closure rehabilitation plan is to set out a plan for the rehabilitation of the site after it has ceased to be a landfill site and, in particular, is to specify —
- (a) options for the use of the site after it has ceased to be a landfill site, and is to specify the preferred option;
  - (b) a conceptual design of the infrastructure needed for the preferred option for the use of the site after it has ceased to be a landfill site;
  - (c) the estimated final contours of the site, after allowing for settlement, and specifying to what extent settlement has been allowed for;
  - (d) the capping materials proposed to be used on the site;
  - (e) a proposed system of drainage of the site;
  - (f) measures proposed for the protection of the environment and the monitoring of the site; and
  - (g) the estimated period for which the site will require protection and monitoring.

Recommended by the Environmental Protection Authority.

BERNARD BOWEN, Chairman.

By Command of the Governor,

M. C. WAUCHOPE, Clerk of the Executive Council.

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By Authority: JOHN A. STRIJK, Government Printer.

WESTERN AUSTRALIA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

*Environmental Protection Act 1986*

**LICENCE**

**LICENCE NUMBER: 7129/7**

**FILE NUMBER: L329/97**

**NAME OF OCCUPIER:**

Shire of Wagin

**ADDRESS OF OCCUPIER:**

PO Box 200  
Wagin WA 6315

**NAME AND LOCATION OF PREMISES:**

Wagin Waste Management Facility  
Great Southern Hwy  
Wagin WA 6315

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*Environmental Protection Regulations 1987*

**CLASSIFICATION(S) OF PREMISES:**

Category 64 - Putrescible Landfill Site  
Category 61 - Liquid Waste Facility

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**COMMENCEMENT DATE OF LICENCE: Saturday 6 March 2004**

**EXPIRY DATE OF LICENCE: Tuesday 1 March 2005**

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**CONDITIONS OF LICENCE:**

As described and attached:

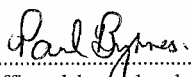
DEFINITIONS

GENERAL CONDITION(S) (8)

AIR POLLUTION CONTROL CONDITION(S) (2)

WATER POLLUTION CONTROL CONDITION(S) (2)

ATTACHMENTS (4)

  
.....  
Officer delegated under Section 20  
of the *Environmental Protection Act 1986*

Date of Issue: Tuesday 2 March 2004



## WESTERN AUSTRALIA

## DEPARTMENT OF ENVIRONMENTAL PROTECTION

*Environmental Protection Act 1986*

LICENCE NUMBER: 7129/7

FILE NUMBER: L329/97

## PREAMBLE

*The following statements in this Preamble either reflect important sections of the Environmental Protection Act 1986 or provide relevant background information for the licensee. They should not be regarded as conditions of licence.*

*Lots 667-669  
Brockman Rd*

**Applicability**

This licence relates to the Wagin Landfill site, located on reserve ~~24160~~, Great Southern Highway, Wagin and includes, but is not necessarily limited to, the following operations:

- Disposal of refuse to landfill;
- Recyclables storage; and
- Storage of greenwaste.

This facility is prescribed within Schedule 1 of the *Environmental Protection Regulations 1987* as outlined in Table 1;

**Table 1: Categories under which Wagin Landfill is prescribed.**

<i>Category number</i>	<i>Category name</i>	<i>Description</i>
61	Liquid Waste Facility	Premises on which liquid waste produced on other premises (other than sewerage waste) is stored, reprocessed, treated or irrigated.
64	Class II putrescible landfill site	Premises on which waste (as determined by reference to the waste type set out in the document entitled "Landfill Waste Classification and Waste Definitions 1996" published by the Chief Executive Officer and as amended from time to time) is accepted for burial.

**Nominal Rated Throughput**

The nominal rated throughput of the premises covered by this licence is in accordance with the following:

- Quantity of waste accepted: Less than 5 000 tonnes per year
- Quantity of liquid waste accepted: Less than 250 tonnes per year

Any significant increase (greater than 10% per cent) above the nominal rated throughput listed shall not occur unless the licensee has been granted prior approval in writing from the Director under the provisions of the *Environmental Protection Act 1986*.

**Annual Reporting**

The licensee is reminded of the need to provide an annual monitoring report. The report requirements are outlined in the annual reporting condition. A proforma report is available upon request from the Department of Environmental Protection.

**Emergency, Accident or Malfunction**

The licensee should inform the Director as soon as practicable of the identification of any discharge of waste which has occurred as a result of an emergency, accident or malfunction, or extreme weather conditions, otherwise than in accordance with any condition of this licence and has caused or is likely to cause pollution.

## WESTERN AUSTRALIA

## DEPARTMENT OF ENVIRONMENTAL PROTECTION

*Environmental Protection Act 1986***LICENCE NUMBER: 7129/7****FILE NUMBER: L329/97****Alteration to Premises**

Prior to making any significant alterations to the premises which may affect the air, water or noise emissions from the premises the licensee must submit a proposal to the Director accompanied by supporting information and plans, which allow the environmental impact of the change to be assessed.

**General Requirements**

The following statements reflect important sections of the *Environmental Protection Act 1986* and are included for the information of the licensee:

- The licensee should take all reasonable and practicable measures to prevent pollution of the environment.
- Noise emissions from operations on site are required to comply with the *Environmental Protection (Noise) Regulations 1997*.
- The licensee should take all reasonable and practicable measures to prevent or minimise the discharge of waste and the emission of noise, odours or electromagnetic radiation from the premises.
- The licensee should inform the Director at least 24 hours prior to the commencement of any planned non-standard operations, which may have the potential to cause pollution

**Storage and Disposal of Used Tyres**

The storage and disposal of used tyres is controlled under the *Environmental Protection Regulations 1987*. Where more than 100 used tyres are to be stored at a landfill site or transfer station, a licence is required. The licensee is encouraged to make used tyres available for reuse and/or recycling.

**Disposal of Asbestos**

Waste containing asbestos must be separated from all other waste materials where separation is reasonably practicable. All material containing asbestos must be wrapped in plastic to prevent the release asbestos fibres into the environment during transportation to the disposal site. Asbestos should be offloaded at the foot of the excavation at the landfill site in such a manner as to avoid the generation of dust and the release of asbestos fibres. Asbestos material should be buried as soon as possible following its arrival at the disposal site, with any load to be recorded on a register, defined by grid references on the site plan.

**Compliance with other Acts, Regulations and Policy**

The licensee should be aware that these conditions do not exempt them from other statutory obligations under the *Bush Fires Act 1954*, *Environmental Protection Act 1986* or *Health Act 1911*. Where there is conflict between the conditions set in this licence and any Act or Regulation, the latter takes precedence.

Where appropriate, the licensee should be aware of and endeavour to comply with the following policy documents issued by the Department of Environmental Protection (and advise the Director where the licensee is unable to comply with any of the documents):

- Landfill Waste Classification and Waste Definitions 1996 (as amended), January 2001;
- Guidelines for Acceptance of Solid Waste to Landfills, January 2001;
- Code of Practice 'Rural Landfill Management', November 2000;
- Code of Practice 'Management of Clinical and Related Wastes', November 1997; and

Licence issue date: Tuesday 2 March 2004

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## WESTERN AUSTRALIA

## DEPARTMENT OF ENVIRONMENTAL PROTECTION

*Environmental Protection Act 1986***LICENCE NUMBER: 7129/7****FILE NUMBER: L329/97**

- Guideline 'Groundwater Monitoring at Municipal Landfill Sites' issued by the Department of Minerals and Energy (Geological Survey of WA).

**Greenwaste**

The licensee should be aware that the Fire and Emergency Services Authority of Western Australia (FESA) authorise burning of greenwaste during Prohibited and Restricted Burning Times under the *Bush Fires Act 1954*. The licensee should also be aware that one of the State's objectives is to divert segregated greenwaste from landfills. The licensee should endeavour to implement strategies that will meet this objective.

**Buffers**

In the past, landfills have caused significant offsite impacts to adjacent land, which have resulted in restrictions being placed on the landfill's operations. To minimise these impacts, a 35 metre internal buffer zone has been set in this licence, however this may not be adequate and the buffer distance set in the code of practice for 'Rural Landfill Management' management should be followed where possible. Where appropriate buffer distances cannot be maintained and protected in the local authority's town planning scheme it can be expected that the internal buffer distance will be increased to compensate for the loss of buffer distance.

**CONDITIONS OF LICENCE****DEFINITIONS**

In these conditions of licence, unless inconsistent with the text or subject matter:

'approved' and 'approval' means approved and approval in writing respectively;

'clean fill' means

- (a) material that will have no harmful effects on the environment and which consists of rocks or soil arising from the excavation of undisturbed material; and
- (b) includes materials specified under the heading 'Examples' in Table 2, which is Attachment 1 to these conditions;

'contaminant concentrations less than Class II landfill acceptance criteria' means that the concentrations of the contaminants in the material is less than the concentration listed in either:

- (a) Table 3, which is Attachment 2 to these licence conditions, in the column headed 'CT 2 (mg/kg)'; or
- (b) Table 4, which is Attachment 3 to these licence conditions, in both columns headed 'leachable concentration ASLP 2 (mg/L)' and in 'Concentration Limit CL 2 (mg/kg)';

'cover material' means subsoil or other approved inert waste used for covering of waste;

'Director' means the Director of the Environmental Management Division of the Department of Environmental Protection for and on behalf of the Chief Executive Officer as delegated under Section 20 of the *Environmental Protection Act 1986*;

## WESTERN AUSTRALIA

## DEPARTMENT OF ENVIRONMENTAL PROTECTION

*Environmental Protection Act 1986***LICENCE NUMBER: 7129/7****FILE NUMBER: L329/97**

'Director' or 'Department of Environmental Protection' for the purposes of correspondence means:

Department of Environment  
South West Regional Office  
PO Box 261  
BUNBURY WA 6231

Telephone: 9726 4111  
Facsimile: 9726 4100

'DEP' means the Department of Environmental Protection;

'designated burning area' means an area of a the premises that has been designated by the occupier of the premises as a designated burning area and which:

- (a) is at least 50 metres from the boundary of the premises;
- (b) has no flammable material on it, other than the greenwaste and live trees, for a radius of 50 metres;
- (c) is positioned in the area of the site where waste (other than the greenwaste to be burnt) has not been deposited; and
- (d) is at least 500 metres from any person's residence or place of employment (other than the landfill site) or an educational institution, hospital or other public place.

'FESA' means the Fire and Emergency Services Authority of Western Australia;

'Fire Control Officer', in relation to the premises, means a person who has such qualifications in fire fighting or fire control as are approved, appointed to that position by the occupier of the premises;

'greenwaste' means waste that originates from flora;

'Inert Waste Type 1' means:

- (a) non-hazardous, non-biodegradable (half-life greater than 2 years) wastes containing contaminant concentrations less than Class II landfill acceptance criteria but excluding paper and cardboard; and
- (b) includes materials specified under the heading 'Examples of Type 1 inert wastes' in Table 2, which is Attachment 1 to these conditions;

'Inert Waste Type 2' means:

- (c) non-hazardous, non-biodegradable (half-life greater than 2 years) wastes containing contaminant concentrations less than Class II landfill acceptance criteria but excluding paper and cardboard; and
- (d) includes materials specified under the heading 'Examples of Type 2 inert wastes' in Table 2, which is Attachment 1 to these conditions;

'Landfill Waste Classification and Waste Definitions' 1996 (as amended)', refers to the document issued by the Chief Executive Officer of the Department of Environmental Protection, dated January 2001;

'licensee' means the occupier of the premises;

'mm' and 'mg/L' means millimetre and milligrams per litre, respectively;

'putrescible waste' means;

Licence issue date: Tuesday 2 March 2004

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## WESTERN AUSTRALIA

## DEPARTMENT OF ENVIRONMENTAL PROTECTION

*Environmental Protection Act 1986***LICENCE NUMBER: 7129/7****FILE NUMBER: L329/97**

(a) the component of the waste stream likely to become putrid – including wastes that contain organic materials such as food wastes or wastes of animal or vegetable origin, which readily bio-degrade within the environment of a landfill;

(b) includes materials specified under the heading 'Examples' in Table 2, which is Attachment 1 to these conditions;

'premises' for the purpose of this licence means Reserve 24160, Great Southern Highway, Wagin which is Attachment 4 to these conditions;

'surface water body' means a water course or wetland (as those terms are defined in the *Rights in Water and Irrigation Act 1914*) and any other surface water, whether artificial or natural;

'SWL' and 'AHD' means Standing Water Level in metres AHD (prior to sampling), and Australian Height Datum, respectively;

'type 1 Special Waste' means

(a) asbestos wastes; and

(b) includes materials specified under the heading 'Examples of Type 1 Special Waste' in Table 2, which is Attachment 1 to these conditions;

'type 2 Special Waste' means

(c) biomedical wastes; and

(d) includes materials specified under the heading 'Examples of Type 2 Special Waste' in Table 2, which is Attachment 1 to these conditions; and

'tipping area' means the area of the premises where waste currently being brought to the premises is being deposited.

**GENERAL CONDITIONS****PERSONS IN CHARGE TO HAVE ACCESS TO CONDITIONS**

G1(a) The licensee shall ensure that any person left in charge of the premises is aware of these conditions of licence and has access at all times to this licence or copies thereof.

G1(b) The licensee shall ensure that any person who performs tasks on the premises is informed of all of the conditions in this licence that relate to the tasks which that person is performing.

**WASTE ACCEPTANCE AND MANAGEMENT**

G2 The licensee shall accept and bury only the following types of waste at the premises:

(i) clean fill;

(ii) type 1 inert wastes;

(iii) type 2 inert wastes;

(iv) putrescible wastes;

(v) type 1 special wastes;

(vi) type 2 special wastes; and

(vii) other wastes that comply with Class II criteria in the document titled Landfill Waste Classification and Waste Definitions 1996 (as amended).

## WESTERN AUSTRALIA

## DEPARTMENT OF ENVIRONMENTAL PROTECTION

*Environmental Protection Act 1986***LICENCE NUMBER: 7129/7****FILE NUMBER: L329/97****DISPOSAL OF BIOMEDICAL (CLINICAL) AND ASBESTOS WASTE**

- G3(a) The licensee shall ensure that material containing asbestos is covered as soon as practicable, after its disposal, with a minimum depth of one metre of cover material.
- G3(b) The licensee shall ensure that material containing biomedical waste is covered as soon as practicable, after its disposal, with a minimum depth of one metre of cover material.
- G3(c) The licensee shall ensure that material containing asbestos waste and/or biomedical waste is disposed of under the personal supervision of the licensee, or the personal supervision of a person nominated by the licensee.
- G3(d) The licensee shall ensure that an accurate and up to date register is kept of material containing asbestos waste and/or biomedical waste disposed of at the premises and include the following information in the register within 2 hours of supervising the covering of waste;
- (i) the date;
  - (ii) the person's name that disposed of the waste;
  - (iii) that the waste has been covered in accordance with condition G2(b).
- G3(e) The licensee shall maintain a plan showing the current position of material containing asbestos waste and/or biomedical waste disposed of at the premises.

**MANAGEMENT OF LANDFILL ACTIVITIES**

- G4 The licensee shall ensure that:
- (i) no waste is placed closer than 35 metres to the premises boundary;
  - (ii) waste is placed in a defined trench or within an area enclosed by earthen bunds;
  - (iii) the tipping area is restricted to a maximum linear length of 30 metres;
  - (iv) waste in the tipping area is covered in accordance with Table 1;
  - (v) there is enough cover material to cover waste in accordance with condition G3(iv), at least twice;
  - (vi) waste is covered with cover material;
  - (vii) waste is totally covered so that no waste is left exposed; and
  - (viii) the tipping area is no greater than two metres in height.

Table 1	
Tonnes of waste received per year	Frequency waste is to be covered
Less than 500 tonnes	Monthly
Between 500 and 2 000 tonnes	Fortnightly
Between 2 000 and 5 000 tonnes	Weekly

**WIND-BLOWN WASTE**

- G5 The licensee shall maintain a fence, at least 1.8 metres high along the Great Southern Highway, boundary and a wire stock fence around the remaining perimeter of the premises. The licensee shall ensure that any entrance to the premises is securely locked when the premises is unattended.
- G6(a) The licensee shall ensure that wind-blown waste is contained within the boundaries of the premises.

## WESTERN AUSTRALIA

## DEPARTMENT OF ENVIRONMENTAL PROTECTION

*Environmental Protection Act 1986***LICENCE NUMBER: 7129/7****FILE NUMBER: L329/97**

- G6(b) The licensee shall ensure that any waste that has been washed or blown away from the tipping area is collected and returned to the tipping area on a monthly basis.

**SIGNAGE**

- G7 The licensee shall install and maintain a sign at the entrance to the premises which clearly displays the following:
- (i) contact telephone number for information and complaints or notification of fires;
  - (ii) a list of materials that are accepted;
  - (iii) the types of waste that must not be deposited on the premises and a contact telephone number for alternative disposal options; and
  - (iv) a warning, indicating penalties for people lighting fires.

**MONITORING AND REPORTING**

- G8(a) The licensee shall provide to the Director a copy of the annual monitoring report containing the monitoring data required by any condition of this licence. The report shall contain data collected from 1 January to 31 December and shall be provided by **31 March**.

- G8(b) The licensee shall provide details of:
- (i) the number and severity of any fires on site;
  - (ii) the measures taken to suppress dust;
  - (iii) the measures taken to control windblown waste; and
  - (iv) the number and type of complaints received including complainants name, address, nature of complaint (where appropriate cross referenced with prevailing wind directions) and action taken.

*The annual monitoring report should also include any changes to site boundaries, internal buffer zones, asbestos and biomedical waste disposal areas, location of groundwater monitoring bores, surface drainage channels.*

*Any issues raised by the DEP (e.g. arising from inspections) during the reporting period should also be summarised together with details on how these have been addressed/rectified or, if the required work has yet to be completed, how and when they will be rectified/completed.*

**AIR POLLUTION CONTROL CONDITIONS****DUST – GENERAL REQUIREMENT**

- A1 The licensee shall ensure that no visible dust crosses the boundary of the premises.

**BURNING OF WASTE**

- A2(a) The licensee shall not burn or allow the burning of non-greenwaste on the premises.

- A2(b) If greenwaste is burnt on the premises, the licensee, or a person nominated by the licensee, shall:

- (i) ensure the greenwaste is dry and seasoned for at least two months before being burnt;
- (ii) ensure the greenwaste is burnt in a designated burning area;
- (iii) provide an adequate water supply and distribution system to prevent fires from escaping beyond the greenwaste area;

Licence issue date: Tuesday 2 March 2004

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## WESTERN AUSTRALIA

## DEPARTMENT OF ENVIRONMENTAL PROTECTION

*Environmental Protection Act 1986***LICENCE NUMBER: 7129/7****FILE NUMBER: L329/97**

- (iv) burn greenwaste in a manner to minimise the generation of smoke;
  - (v) burn greenwaste in windrows or trenches;
  - (vi) burning does not commence before 8 a.m. and the Fire Control Officer for the landfill site declares the area safe by 12 noon on the same day;
  - (vii) ensure that, from the time burning commences until the Fire Control Officer for the premises declares the area safe;
    - (a) a fire fighting vehicle carrying at least 500 litres of water, fitted with at least 30 metres of 19 mm diameter rubber hose and with a pump capacity capable of delivering a minimum of 250 litres of water per minute at a minimum of 700 kPa through a nozzle capable of projecting water by spray or by jet; and
    - (b) 2 persons, who have such qualifications in fire fighting as are approved.
- A2(c) The licensee shall ensure that there are appropriate procedures in place at the premises so that any unauthorised fire is promptly extinguished;
- A2(d) The licensee shall ensure that an unauthorised fire on the premises is extinguished as soon as possible.
- A2(e) The licensee shall provide the Director with a report on an unauthorised fire within 14 days of the fire and include:
- (i) details of the date, time and location of the fire;
  - (ii) the time the fire was declared safe by the Fire Control Officer for the premises; and
  - (iii) the cause, or suspected cause, of the fire.

**WATER POLLUTION CONTROL CONDITIONS****UNCONTAMINATED STORMWATER MANAGEMENT**

- W1(a) The licensee shall direct stormwater away from the tipping area.
- W1(b) The licensee shall ensure stormwater drains on the premises are kept clear to allow for drainage.
- W1(c) The licensee shall ensure that water that has come into contact with waste is diverted into a sump on the premises or otherwise retained on the premises.

**PROTECTION OF GROUND AND SURFACE WATERS**

- W2(a) The licensee shall maintain an undisturbed separation distance of at least three metres between the waste and the highest level of the water table aquifer at the premises.
- W2(b) The licensee shall maintain a minimum distance of at least 100 metres between the previously filled areas of the premises and the tipping area and any surface water body.



WESTERN AUSTRALIA

DEPARTMENT OF ENVIRONMENTAL PROTECTION

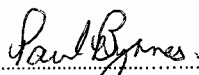
*Environmental Protection Act 1986*

LICENCE NUMBER: 7129/7

FILE NUMBER: L329/97

SEVERANCE

It is the intent of these licence conditions that they shall operate so that, if a condition or a part of a condition is beyond my power to impose, or is otherwise *ultra vires* or invalid, that condition or part of a condition shall be severed and the remainder of these conditions shall nevertheless be valid to the extent that they are within my power to impose and are not otherwise *ultra vires* or invalid.



.....  
Officer delegated under Section 20  
of the *Environmental Protection Act 1986*

Date of Issue: Tuesday 2 March 2004

**9.4.4 Minutes of a Works and Services Committee Meeting held on Tuesday 12<sup>th</sup> July 2005.****Council Resolution****13 Cr EN PUGH/Cr KM DRAPER**

That the Minutes of the Works and Services Committee Meeting held on Tuesday 12<sup>th</sup> July 2005 be received.

**CARRIED**  
Vote 8/0

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**Minutes of a Work and Services Committee Meeting held in Council's Committee Room on Tuesday 12<sup>th</sup> July 2005.**

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**OPENING:** Meeting opened at 2.03pm.

**ATTENDANCE:** Cr I C Cumming Chairperson  
Cr R P Johnson  
Cr D K Morgan  
Cr K M Draper  
Cr E N Pugh

**STAFF:** Mr I B Fitzgerald Chief Executive Officer  
Mr A D Hicks Manager of Works

**OBSERVER:** Cr M J Brockway (until 4.22pm)

**APOLOGIES:** Cr A C Dohle  
Cr J L C Ballantyne

**PUBLIC QUESTION TIME**

Nil

**DECLARATION OF PREVIOUS MEETING MINUTES****WRK 1 Cr KM DRAPER/Cr DK MORGAN**

That the Minutes of the Works and Services Committee Meeting held on 20<sup>th</sup> June 2005 be confirmed as a true and accurate record of proceedings.

**CARRIED**  
Vote 5/0

**Adjournment** - the meeting adjourned from 2.05pm until 4.22pm to conduct on-site inspections.

*Cr Brockway did not rejoin the meeting after the inspections.*

## **CORRESPONDENCE AND REPORTS**

### **6.1 DRAFT 5 YEAR ROAD PROGRAM**

The Committee discussed the Draft 5 Year Road Program drawn up by the Works Manager and Chief Executive Officer. The program would be reviewed annually.

#### **Committee's Recommendation**

##### **WRK 2 Cr EN PUGH/Cr RP JOHNSON**

That the Committee recommend to Council that the 5 Year Road Program be adopted and reviewed annually.

**CARRIED**

Vote 5/0

#### **Council Resolution**

##### **14 Cr EN PUGH/Cr KM DRAPER**

That the Committee's Recommendation be adopted.

**CARRIED**

Vote 8/0

### **6.2 PLANT REPLACEMENT PROGRAM**

The Committee reviewed the Draft Plant Replacement Program for the 2005/06 – 2019/20 period which had previously been discussed during the Draft Budget Meeting. The Program is designed to give Council a planning tool and would be reviewed annually.

#### **Committee's Recommendation**

##### **WRK 3 Cr EN PUGH/Cr KM DRAPER**

That the Committee recommend to Council that the Plant Replacement Program for the period 2005/06 – 2019/20 be adopted and reviewed annually.

**CARRIED**

Vote 5/0

**Council Resolution****15 Cr KM DRAPER/Cr DK MORGAN**

That the Committee's Recommendation be adopted.

**CARRIED**  
Vote 8/0

**6.3 VEGETATION CLEARING PERMITS**

Under the amendments to the Environmental Protection Act (Clearing of Native Vegetation) Council is required to apply for a 5-year purpose permit to allow clearing of native vegetation for general roadworks and maintenance.

For work of a new nature such as construction of a new road Council would be required to apply for a Area Permit.

In order to apply for a 5-year Purpose Permit it is necessary to establish a set of criteria that Council will use on normal roadworks activities.

The Works Manager has developed a set of standards for the various classes of road within the Shire of Wagin and then listed roads under the appropriate category. Once these are adopted by Council a formal application will be submitted to the Department of Environment for our Purpose Permit. The road listings will be able to be adjusted as required as circumstances change.

**Committee's Recommendation****WRK 4 Cr DK MORGAN/Cr RP JOHNSON**

That the Committee recommend to Council that the road construction standards and road categories as attached be adopted and application be made for our 5-year Purpose Permit and further these standards be adopted as policy.

**CARRIED**  
Vote 5/0

**Council Resolution****16 Cr AC DOHLE/Cr RP JOHNSON**

That the Committee's Recommendation be adopted.

**CARRIED**  
Vote 8/0

### 6.4.1 POLICY REVIEW

The Chief Executive Officer went through with the Committee and suggested amendments to the Works Policies list in Council's Policy Manual.

Policies that were duplicated were recommended to be removed as were policies on roadside clearing due to the new Environmental Act requirements and minor wording changes were proposed.

**Committee's Recommendation****WRK 5      Cr KM DRAPER/Cr EN PUGH**

That the Committee recommend to Council that the amended Works Policies as attached be adopted.

**CARRIED**

Vote 5/0

**Council Resolution****17      Cr DK MORGAN/Cr KM DRAPER**

That the Committee's Recommendation be adopted.

**CARRIED**

Vote 8/0

**ON – SITE INSPECTIONS**

The Committee inspected Curley Road and the Lime Lake West and Katanning Road intersection with Mr P English.

Other sites inspected included the drainage at the rear of 19 Ventnor Street, drainage at the eastern end of Omdurman Street and the Trotting Track at the Wagin Recreation Ground.

**CURLEY ROAD**

Mr Peter English has requested Council give consideration to the closing of Curley Road as he now owns land on both sides of the road, the close proximity of a house to the road and that he is the main user of the road as it does not provide a direct link to other roads or areas.

**Committee's Recommendation****WRK 6      Cr EN PUGH/Cr DK MORGAN**

That the Committee recommend to Council that Curley Road be closed and the necessary administrative actions be initiated.

**CARRIED**

Vote 5/0

**Council Resolution****18 Cr AP SCANLON/Cr EN PUGH**

That the Committee's Recommendation be adopted.

**CARRIED**

Vote 8/0

**LIME LAKE WEST – KATANNING ROAD INTERSECTION**

The Committee met with Mr English on-site who explained problems with large vehicles entering Lime Lake West Road from the Katanning Road (Great Southern Highway) and also problems of vision. He proposed the road be re-aligned along his fenceline some 100 metres to the north.

**Committee's Recommendation****WRK 7 Cr KM DRAPER/Cr RP JOHNSON**

That the Committee recommend to Council that in the interim the existing intersection be tidied up and widened with staff to investigate other options including costings involved in re-aligning the road as suggested by Mr English

**CARRIED**

Vote 5/0

**Council Resolution****19 Cr EN PUGH/Cr KM DRAPER**

That the Committee's Recommendation be adopted.

**CARRIED**

Vote 8/0

**LIME LAKE WEST ROAD**

Mr English also discussed with the Committee the alignment of Lime Lake West Road further to the west and his desire to have the alignment adjusted prior to fencing being installed.

**Committee's Recommendation****WRK 8 Cr RP JOHNSON/Cr EN PUGH**

That the Committee Recommend to Council that staff be directed to further investigate the alignment of Lime Lake West Road and have discussions with Mr English.

**CARRIED**

Vote 5/0

**Council Resolution****20 Cr EN PUGH/Cr RP JOHNSON**

That the Committee's Recommendation be adopted.

**CARRIED**

Vote 8/0

**DRAINAGE VENTNOR AND OMDURMAN STREETS**

The Committee acknowledged the drain at the rear of 19 Ventnor Street needed maintenance work and the Works Manager will initiate these works as conditions and equipment allow.

The drainage in Omdurman Street did not appear to be coming from Council's roads or land. The Works Manager will apply a corrector seal in low sections to help stop water pooling on the road and allow it to follow the normal drainage lines. In relation to the step from the road to the crossover at Omdurman Street it is suggested the owners re-lay the paving to help remove the step.

**TROTting TRACK**

A request has been received from the Wagin Trotting Club for Council to consider the installation of a sprint lane on the home straight of the trotting track. This may involve relocation of reticulation, drainage and power services.

**Committee's Recommendation****WRK 9 Cr DK MORGAN/Cr RP JOHNSON**

That the Committee recommend to Council that staff be requested to carry out more research and have discussions with the Wagin Trotting Club and report back to the Committee as major works are not considered viable at this time.

**CARRIED**

Vote 5/0

**Council Resolution****21 Cr DK MORGAN/Cr AP SCANLON**

That the Committee's Recommendation be adopted.

**CARRIED**

Vote 8/0

**URGENT BUSINESS**

Councillor Morgan raised the growing amount of unused equipment at the Works Depot and suggested surplus items should be offered for sale.

**Committee's Recommendation****WRK 10      Cr DK MORGAN/Cr KD DRAPER**

That the Committee recommend to Council that all surplus equipment be offered for sale by way of tender.

**CARRIED**  
Vote 5/0

**Council Resolution****22      Cr KM DRAPER/Cr PJ BLIGHT**

That the Committee's Recommendation be adopted.

**CARRIED**  
Vote 8/0

**CLOSURE**

There being no further business to discuss the Chairperson thanked those in attendance and declared the meeting closed at 5.48pm.

**These Minutes were confirmed at a meeting held on**

\_\_\_\_\_

**Signed** \_\_\_\_\_

**Presiding Member at the meeting at which the Minutes were confirmed.**

**Dated** \_\_\_\_\_



# **SHIRE OF WAGIN**

## **GENERAL BENCHMARK STANDARDS**

### **ROAD CLEARING, FORMATION AND CONSTRUCTION**

#### **❖ STANDARDS**

##### **❖ PRIORITY 1 SEALED ROADS**

<b>CLEAR</b>	<b>15m</b>
<b>FORM</b>	<b>12m</b>
<b>PAVEMENT</b>	<b>6.2 – 7.8m</b>
<b>SHOULDERS</b>	<b>2m (x2)</b>
<b>WATER TABLE</b>	<b>2m (x2)</b>

##### **❖ PRIORITY 2 UNSEALED ROADS MAJOR**

<b>CLEAR</b>	<b>13m</b>
<b>FORM</b>	<b>11m</b>
<b>PAVEMENT</b>	<b>7.8m</b>
<b>SHOULDERS</b>	<b>1.2m (x2)</b>
<b>WATER TABLE</b>	<b>1.2m (x2)</b>

##### **❖ PRIORITY 3 UNSEALED ROADS**

<b>CLEAR</b>	<b>10m</b>
<b>FORM</b>	<b>8m</b>
<b>PAVEMENT</b>	<b>8m</b>
<b>WATER TABLE</b>	<b>1m (x2)</b>

##### **❖ PRIORITY 4 UNSEALED ROADS MINOR**

<b>CLEAR</b>	<b>10m</b>
<b>FORM</b>	<b>8m</b>
<b>PAVEMENT</b>	<b>8m</b>
<b>WATER TABLE</b>	<b>1m (x2)</b>

## **OTHER CLEARING**

Council has a policy of clearing back to the fenceline for safety, vision and drainage purposes at:

- intersections
- culverts
- bridges
- other corners

## **ANNUAL VEGETATION CLEARING**

The Shire of Wagin clears approximately 40ha of vegetation on local roads per annum to meet its set general benchmark standards for road construction and maintenance.

## **GRAVEL PITS**

The majority of gravel pits used by the Shire of Wagin are on cleared land. Topsoil is stockpiled during gravel extraction operations and then used to rehabilitate the pits once operations are completed.

**SHIRE OF WAGIN  
ROAD CATEGORIES  
SHIRE OF WAGIN  
APRIL 2005**

(To be read in conjunction with the General Benchmark Standards for clearing, formation and construction of the Shire roads).

**CATEGORY      1 SEALED ROADS**

- **BALLAGIN**
- **BEAUFORT**
- **BULLOCK HILLS**
- **BEN-ORD**
- **COLLANILING**
- **DONGOLOCKING**
- **JALORAN**
- **NORRING**
- **DELLAYANINE**
- **PIESSEVILLE – TARWONGA**
- **PIESSEVILLE**

**CATEGORY 2 UNSEALED ROADS – MAJOR**

- **BALLAYING**
- **BALLAYING – SOUTH**
- **BALL**
- **DELLYANINE – NORTH**
- **DWELYERDINE**
- **EDWARDS**
- **SPRIGG – FRASER**
- **GUNDARING – SOUTH**
- **GANZER**

- **WARUP WEST**
- **LUCAS**
- **NORRING – DELLYANING**
- **FARROW**
- **PIESSEVILLE – JALORAN**
- **SUTHERLAND**
- **QUEEREARRUP**
- **ROWELLS**
- **ROBINSON**
- **THOMSPON**
- **WARUP – SOUTH**
- **WARUP – NORTH**

### **CATEGORY 3 – UNSEALED ROADS**

- **ANGWINS**
- **BOYALLING**
- **BECKER**
- **BADARNING**
- **BOLTS**
- **BALLAYING**
- **CALES**
- **CAMERONS**
- **DRAYTON**
- **EVANS**
- **FULLERS**
- **GUNDARING – NORTH**
- **HEIGHT**
- **HALLS**
- **JEFFERIS**
- **JENSZ**
- **LIMELAKE – WEST**

- LIMELAKE – EAST
- MORGAN
- MORCOMBE
- NALLIAN
- PAINTERS
- RISEBOROUGH
- FLAGSTAFF
- SPRIGG
- SMITH
- TAYLORS
- TILLELLAN
- JESSUP
- WALKERS
- NOBLE
- PUNTAPING
- PIESSE
- CONDINING

#### **CATEGORY 4 UNSEALED ROADS – MINOR**

- ARMSTRONG
- ANDREWS
- APPLETON
- BLACKS
- BOSENBERG
- CHESTER
- CARMODY
- FARROW
- FAULKNERS
- FLEAY
- GILES
- HARRIS
- HUDSON

- **KERSHAW**
- **KENNETTS**
- **KOOBADONG**
- **KIRKS**
- **KERSLEY**
- **McNAUGHTONS**
- **McDOUGLAS**
- **NELSON**
- **PROSSER**
- **QUICKS**
- **REEVES**
- **SUTHERLIAND**
- **SOUTH**
- **SPOONER**
- **URQUHART**
- **WEBB**
- **WARDS**
- **HEIGHTS - TIE**

#### **CATEGORY 5 MAINTENANCE GRADE ONLY**

- **BAXTERS**
- **CARBERDINE – POOL**
- **HOLME**
- **MANGLAVITE**
- **VAGG**
- **WARNOCKS**

**WORKS POLICIES - INDEX**

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4. Roadside Clearing of Fencelines and Road Reserves	1
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14. Staff Use of Local Government Equipment	6
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**Works 1****School Bus Policy**

That upon request Council will install at its cost, school bus stops safety signs where the conditions meet the Main Roads WA guidelines for installation, ie: On approaches to school bus stops which have limited visibility. A bus stop is considered to have limited visibility when approaching drivers who have less than 200 m signs distance to any children waiting at the stop.

That safety signs will also be approved if in the opinion of the Principal Works Supervisor and the local Councillor a dangerous situation exists.

*(Minute # 7176, June 1995)*

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**Works 2****Plant Replacement**

To minimise down time and maximise trade in valuations, plant shall be replaced at regular intervals as outlined in the Plant Replacement Program which will be reviewed annually by the Works and Services Committee.

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**Works 3****Street Tree & Shrub Removal Within Wagin Townsite**

No street tree or shrub shall be removed from the street reserve without Council approval.

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**Works 4****Roadside Clearing of Fencelines and Road Reserves****Purpose**

The purpose of this Policy is to provide standard guidelines for landholders in the construction or replacement of rural fences along road reserves.

**Policy Objectives**

The objectives of this policy are to;

- Detail what is expected of landholders when replacing a fence.
  - Give due consideration to roadside conservation and community expectations with
-



- respect to road reserves.
- Enable cooperation of landholders and the Shire to undertake joint works where necessary and if possible.
- To enable the maintenance of road reserves with a view to preventing fire hazards from building up and managing the build up of debris/spoil which can become unsafe, unsightly and effect drainage.
- Prevent disputes arising from clearing activities.

## **The Policy**

### **Background**

Council acknowledges the need to manage fencelines clearing along road reserves in a manner that protects established trees where practical but which enables landholders to construct and maintain fencelines. Council therefore encourages landholders to erect fences inside paddocks in an endeavour to preserve vegetation. Landholders will be permitted to clear fencelines to a width of up to 1 metre onto the road reserve to facilitate the replacement or construction of a fence along the landholder's boundary. In so doing, trees such as white gums and other eucalyptus trees within this (1) metre that are healthy and not a threat to the fence are to be retained. It is recognised in this shire that sheok and jam trees generally cause the most consternation to landholders given their lifespan and propensity to fall, spilt etc. It is also acknowledged that their record of regeneration is strong. Therefore where such trees are cleared or dying or threaten to fall onto the fenceline or the roadway they may be removed.

Where it is considered necessary that more extensive maintenance of a road reserve is required Council may at its discretion agree to undertake work in conjunction with the landholder when a fence is being removed. This would mean that spoil and debris could be taken into a landholder's property off the road reserve at this time.

### **Conditions**

1. Prior to any fenceline clearing a Council inspection is required.
2. Landholders are permitted to clear up to a width of (1) metre into the road reserve so long as established white gums and eucalyptus trees are retained where they do not pose a immediate threat to a fence. Branches of these trees may be pruned back.
3. If agreed at inspection dying or decaying sheoak and jam trees that threaten the fenceline or roadway may be removed and other trees may be pruned.
4. Where considered appropriate by Council arrangements can be put in place for Council to undertake more extensive maintenance of a road reserve

such as the removal of spoil or debris in conjunction with the landholders clearing activity. This will be subject to budget constraints, availability of manpower, the assessment of necessity and where spoil can be placed on the landholder's property.

5. All old fencing materials and any debris or spoil created by the clearing of a fenceline is to be drawn off the road reserve and disposed of by the landholder on his/her land.
6. The burning, clearing or spraying of any road reserve under the care and control of Council outside of this policy will only be permitted upon written application to Council setting forth the full particulars of the proposal and in line with Council's Works Policy #24.

### **Delegation**

Authority to deal with requests to clear roadside vegetation along fencelines is delegated to the Chief Executive Officer in consultation with a Councillor (s). Authority to authorise Council maintenance works on a road reserve in consultation with fenceline clearing is delegated to the

Chief Executive Officer in consultation with a Councillor provided that this can be incorporated within Council's road maintenance budget. The Chief Executive Officer may refer any requests to Council for a decision if considered necessary.

*(Minute # 10295,*

*September 2002*

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### **Works 5**

#### **Road Trains/Pocket Road Trains and B Double Trucks on Local Roads**

That the Chief Executive Officer is delegated authority, in consultation with the Shire President and Principal Works Supervisor, to approve applications by heavy haulage operators to use local shire roads.

All applications are to be dealt with on an individual merit basis subject to the following policy guidelines.

1. Applications are for a twelve month period.
2. All applicants must have facsimile or e-mail facilities.
3. Roads are open subject to weather conditions.

*(Minute #9195 February 2000)*

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### **Works 6**

#### **Rural Driveway Policy**

The driveway is constructed in compliance with standards set down by the

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Shire of Wagin while satisfying the following conditions:

- a) Single access only - minimum width 5.5 metres
- b) Turn out curve radius of 6 metres on both sides at road shoulder
- c) Minimum pavement thickness of 150mm of gravel or similar suitable material
- d) The driveway is perpendicular to the road.
- e) A culvert is installed to maintain table drain run off where required
- f) Main Roads traffic safety requirements must be complied with while the work is being done.

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## **Works 7**

### **Farm Crossovers**

That Council provide one crossing to the main farm entrance free of charge and all other crossovers to be at the expense of the landowner.

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## **Works 8**

### **Gravel Pit Rehabilitation**

- \* Disused Pits - the sites shall be spread and levelled as much as possible, the site shall be deep ripped at 3 metre intervals where necessary.
  - \* New pits - top soil shall be stock piled. Following annual excavation the top soil shall be pushed over the excavation.
  - \* Timbered pits located in grazing paddocks rehabilitated pits shall be fenced until regenerated by planted native trees.
- 

## **Works 9**

### **Private Works**

1. That Council delegate under Section 157A of the Local Government Act to the Chief Executive Officer the authority to authorise private works up to a value of \$15000 provided that:
  - (a) the private works can be performed without detriment to Council's works program
  - (b) an estimate is provided and accepted for the proposed works
  - (c) funds are received from the client prior to the commencement of works.
2. Works valued over \$15000 are to be referred to Council for consideration
3. Council's Private Works rates are to be utilised in forming estimates.
4. For public authorities eg: Telecom, Main Roads etc a receipt of an order number authorising the work must be received (in lieu of payment) prior to commencement of works.

*(Minute # 7387 - January 1996)*

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**Works 10****Water Pipeline Policy**

1. The pipe be buried 600 mm beneath the roadway
2. White posts marked “Water Pipe” be placed at either end of the line where it crosses the road reserve.
3. The landowner is responsible for all reinstatement costs of the road surface under Council supervision.
4. Council accepts no responsibility for any damage that may occur to the pipe line.

*(Minute 6914 -December 1994*

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**Works 11****Firewood Collection on Road Reserves**

1. That Council adopt the Department of Conservation and Land Managements Firewood on Public Road Reserves as policy with the following additions:

“CALM will not enforce the requirement that persons collecting salvage wood for use as firewood from road reserves hold a flora license for that purpose provided:

1. the wood is for personal use only, and is not sold; and
2. the salvage wood taken is sourced only from wood that would, in any case be removed from the road reserve as part of legitimate road management operations by the road management authority or their agents and,
3. the person collecting salvage wood carries the written authorisation of the appropriate road reserve managing authority; and,
4. the salvage wood is removed in sections no longer than 45 cm.

Note that any other wood product taken for sale or other commercial purposes (for example wood kilns) from road reserves will still need to be taken under an appropriate licence issued by CALM”.

Council includes also the following conditions:

- i. That for the taking of firewood from road reserves no trees are to be felled at any time.
  - ii. Timber is only to be taken off the ground
  - iii. All sites are to be left in a safe, clean and tidy state prior to leaving a site.
  - iv. The wood collection activities are not to in any way cause a hindrance or hazard to road users.
  - v. Council may revoke its approval at any time by notification.
  - vi. Maximum licence period to be 12 months from date of issue.
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2. That Council delegate authority to the Chief Executive Officer to grant approval for firewood taking from road reserves subject to the above conditions and that all such approvals be made in writing.

*(Minute #7682 September 1996)*

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## **Works 12**

### **Gate Permit**

1. That gate permits are approved subject to the following:
  - i. Payment of \$2.00 fee for each gate
  - ii. Reflectors or suitable signs to be erected on the gates as warning to oncoming traffic.
  - iii. The permit is valid for 12 months from date of Council resolution and must be reviewed annually.
2. That a fee of \$2.00 per gate permit be set by Council.
3. That Council advertise requirements for gate permits in the Wagin Argus.
4. That a gate register be maintained as required by the Government Act and Regulations.
5. That delegated authority is given to the Chief Executive Officer to conduct the annual review required.

*(Council Minute # 7712 October 1996)*

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## **Works 13**

### **Urban Crossovers General**

1. One 4 metre wide gravel crossover flared at the road connection per block will be provided upon request at no cost to the landowner.
2. Anything more than a gravel crossover for example Bitumen, concrete or brickpaved crossover Council to subsidise 50% of the cost up to a maximum of \$150.00.
3. Landowners may claim the subsidy if they themselves or a contractor perform the work to Council's satisfaction and provide evidence of expenditure within three months of the work being performed.
4. Any more than one crossover will be treated as a private work job and fully paid for by the landowner.
5. The landowner will be responsible for maintenance of their crossovers.

*(Minute 7753, November 1996)*

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**Works 14****Staff Use of Local Government Equipment****PRIVATE USE OF COUNCIL PLANT****USE OF PLANT BY STAFF**

1. There is to be no private use of the depot, workshop or workshop based equipment without prior written approval.
2. Private use of plant and vehicles shall be at the Chief Executive Officers discretion having regard to the following;
  - i) appropriateness and duration of proposed use,
  - ii) that the proposed use is for, and by, the employee for personal and non-commercial use, (NOTE : generally on his/her residential property)
  - iii) the vehicle is to be operated by the regular plant operator being paid by the person requesting the use or else the person themselves if considered competent.
  - iv) any further conditions deemed appropriate by the Chief Executive Officer in the particular circumstance,
3. The cost of hiring shall be the equivalent of the running costs of the plant minus the labour component.
4. A Private Use Request Form shall be completed and retained for Council's records.

**USE OF PLANT FOR COUNCIL HOUSING**

Council plant may be used for the maintenance and upgrading of Council housing property with the consent of the Principal Works Supervisor and subject to conditions deemed necessary to ensure safety and good repair of the plant in question.

**USE OF PLANT FOR COMMUNITY / SPORTING GROUPS**

Council plant may be provided to community and sporting groups for major community projects at the discretion of the Chief Executive Officer subject to the following conditions;

1. Availability - use of plant fits in with Councils work program.
2. All fuel used is paid for by the group concerned.
3. The plant shall be used exclusively for the use approved by the Club /Organisation and not for any personal or commercial use.

4. The plant shall be operated by Council's regular operator or an approved Council employee who shall be paid by the Club or Organisation requesting the use.
5. A Private Use Request Form shall be completed and retained for Council's records.

*(Minute #8118 November 1997)*

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## **Works 15**

### **Road Making Materials Acquisition**

#### ***Purpose***

Council from time to time requires road making materials from private property to utilise for a variety of public purposes such as road maintenance and construction.

Locating a suitable quantity and quality of material is often difficult and Council attempts to find the most advantageous deposits to reduce lead times and the cost to the ratepayer of Council works.

#### ***Policy Objective***

The objectives of this policy are:

- to clearly outline a procedure for staff to follow in securing road making materials from landholders.
- to clearly outline approvals from landholders.
- to clearly outline any conditions relating to the taking of road making materials.
- to clearly outline compensation payable.
- to clearly outline rehabilitation requirements.
- to prevent disputes arising from removal of road making materials.

#### ***The Policy***

##### ***1. Acquisition***

The following procedure shall be Council's normal practice in securing road making materials from private property;

- a) Request permission to search for materials from the owner. Entry powers to be used as a last resort.
  - b) The approximate requirement for the project or yearly requirement of materials from the proposed pit shall be calculated as will the expected life of the pit.
  - c) If suitable material is located a written agreement (as attached) is to be reached with the owner as to compensation for materials removed.
-

- d) Priority must be given at all times to reasonable negotiation to reach an amicable agreement mutually acceptable to Council and the owner.
- e) Should agreement for the removal of the road making materials not be reached with the landholder, procedures to resume an area sufficient for immediate and future needs may be instigated.

2. ***Compensation***

Compensation for road making materials taken can take the form of cash paid at the rate of 10c per cubic metre removed or works in kind mutually agreed to a similar value. Such works may include works on the landholder's property such as grading, gravel sheeting, drainage works or works to enlarge on improve entrances or merely pushing gravel for the owner.

3. ***Pit Rehabilitation***

Works to rehabilitate the gravel pit once materials have been removed shall take place and will take the form of such works agreed upon before material extraction takes place.

These works may include:

- a) fencing
- b) tree planting
- c) deep ripping
- d) levelling
- e) stockpiling of original topsoil and spreading after extraction is completed.

4. ***Delegated Authority***

Negotiations and final approval for gravel agreements is delegated to the Chief Executive Officer.

***(Minute #8166 November 1997)***

***(Amended May 1999, Minute #8787)***

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**SHIRE OF WAGIN****AGREEMENT FOR THE EXTRACTION OF ROAD MAKING MATERIALS**

Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Materials required: \_\_\_\_\_  
Estimated volume \_\_\_\_\_  
From location/s \_\_\_\_\_  
Anticipated life of pit \_\_\_\_\_

**COMPENSATION**

**Required:** YES/NO

**Payment:** \_\_\_\_\_

**Works in kind:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Conditions and Rehabilitation***

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_

**CONSENT OF LANDOWNER/S**

I hereby give consent for the Shire of Wagin to remove road making materials, as detailed above and in accordance with the conditions outlined.

Signature: _____	Date: _____
Signature _____	Date: _____
Phone: _____	Fax: _____

**ACCEPTANCE BY SHIRE**

On behalf of the Shire of Wagin, I hereby undertake to ensure that the requirements as noted on this form are adhered to:

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER

\_\_\_\_\_  
DATE

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***(Minute #8166 November 1997)***

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## Works 16

### Rural Road Signs

**Purpose:** To standardise the type of road sign utilised throughout the Shire of Wagin.

#### **Policy**

**Objectives:**

- To systemically replace missing or old rural road signs with Council's standard Road Sign.
- To provide additional capacity in Council's Road Sign Maintenance Budget to erect rural road signs on roads which do not have road signage.

#### **The Policy**

1. That a Uniform road sign be utilised throughout the Shire and that the heritage red sign with ram icon (as installed in the townsite) become the standard.
2. To assist in the implementation of this Policy in rural areas, signs as they require replacement be replaced with the new standard sign on existing or new galvanised posts.
3. That Council make an extra allowance in its road sign maintenance budget to replace approximately 30 rural road signs per year.

**(Minute #10445 18/02/03)**

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## Works 17

### Road Closure

#### **Purpose**

The purpose of this Policy is to provide standard guidelines for Road Closure for Wagin Woolorama and Christmas Street Carnival.

#### **Policy Objectives**

The objective of this policy is to provide an ongoing approval to the Wagin Agricultural Society and Wagin Apex Club for the closure of appropriate roadways in conducting their annual event without needing to refer each request to Council.

#### **The Policy**

1. Council's approval shall be granted to the Wagin Agricultural Society to close the roadways running through the Wagin Sportsground precinct and the adjacent Reserve #6985 for the running of the Wagin Woolorama each year. Council's approval is also given to the Society to close the section of Rifle Street running south from Ballagin Road to Reserve 11339.
  2. Council's approval shall be granted to the Wagin Apex Club to close Tudhoe Street from Tudor Street to Ranford Street for the duration of the Wagin Apex Christmas Street Carnival.
-

The approvals are to be for the duration of the Wagin Woolorama and Wagin Apex Christmas Street Carnival and are subject to:

1. The necessary application for an order for a road closure being complete and approved in accordance with the Road Traffic Act.
2. The closure being advertised in the local paper prior to the event.

### **Delegation**

The Chief Executive Officer is delegated responsibility to provide approvals for such road closures in accordance with this policy.

# DRAFT 5 YEAR ROAD PROGRAM

2005 - 2006

ROAD	DESCRIPTION	SECTION	LENGTH	DAYS	COMMENT
<b>Road Project Grant</b>					
Ballagin Road	Wide, shoulder upgrade surface corrections	12.50 - 16.50	4.00	20	on - going
<b>Roads to Recovery</b>					
Various	Tree pruning - widen and form			10	on - going
<b>Construction</b>					
Beaufort Road	Widen and seal curve and failed section	20.70 - 21.60	0.900	6	corrective works
Jaloran Road	stabilise failed section	11.40 - 12.10	0.700	5	corrective works
Bullock Hills Road	clear, widen shoulders	2.00 - 5.00	3.00	10	on - going
Beaufort Road	clear, widen shoulders	2.00 - 4.50	2.50	10	on - going
Rowells Road	clear, form, gravel sheet	3.70 - 5.20	1.50	8	clay section
Jaloran Road	clear, widen, shoulders	3.40 - 5.90	2.50	10	on - going
Costelloe Street	widen, seal, kerb	south of Ware St	0.800	8	improve drainage
<b>Footpaths</b>					
Upland Street	new footpath - concrete/asphalt	west of Scadden St	0.780	5	on - going
Tudhoe Street	new footpath - concrete/asphalt	west of Tyre Service	0.200	3	replace slabs
<b>Reseals</b>					
Tudor Street		north of Tudhoe St	0.350	2	
Rifle Street		southern end	0.380	2	
Cowcher Street		all	0.230	2	
Khedive Street		south of Ware	0.220	2	

DRAFT 5 YEAR ROAD PROGRAM					
2005 - 2006					
ROAD	DESCRIPTION	SECTION	LENGTH	DAYS	COMMENT
<b>Maintenance</b>					
Warup West	clear, widen and form	0.00 - 4.00	4.00	8	
Sprigg Fraser Road	clear, widen and form	5.44 - 10.94	5.50	8	
Boylling Road	clear, widen and form	0.00 - 4.00	4.00	8	
Warup South Road	clear, widen and form	7.40 - 12.40	5.00	8	
Taylor's Road	clear, widen and form	0.00 - 4.90	4.90	8	
<b>Drainage and Bridge Maintenance</b>					
	various			8	
<b>Unscheduled Maintenance</b>					
	various			30	
<b>Maintenance Grading</b>					
	various				
<b>Woolorama Preparation</b>					
	as required			8	
<b>Recreation Complex</b>					
	drainage and surface repairs/reseal			15	
				204	

## DRAFT 5 YEAR ROAD PROGRAM

2006 - 2007

ROAD	DESCRIPTION	SECTION	LENGTH	DAYS	COMMENT
<b>Road Project Grant</b> Ballagin Road	Widen, shoulder upgrade, surface corrections	16.50 - 20.50	4.00	20	on - going
<b>Roads to Recovery</b> Various	tree pruning - widen and form			20	on - going
<b>Construction</b>					
Jaloran Road	re - align road at curve		1.50	20	possible Blackspot funding
Beaufort Road	clear, widen shoulders	4.50 - 7.00	2.50	7	on - going
Jaloran Road	clear, widen shoulders	5.90 - 8.40	2.50	7	on - going
Bullock Hills Road	clear, widen shoulders	5.00 - 7.50	2.50	7	on - going
Ben - Ord	correct and seal failed sections	1.20 - 2.50	0.60	8	salt affected
Bullock Hills Road	correct and seal failed sections	9.90 - 10.50	0.60	8	salt affected
Umbra Street	correct and seal			10	
<b>Footpaths</b>					
Tudhoe Street	new footpath - concrete/asphalt			5	complete
Upland Street	new footpath - concrete/asphalt			3	near office
<b>Reseals</b>					
Upland Street	reseal	west end	0.220	2	
Una Street	reseal	total	0.230	2	
Vernal Street	reseal	east end	0.220	2	
Vale Street	reseal	total	0.200	2	
Bank Street	reseal	total	0.130	1	

DRAFT 5 YEAR ROAD PROGRAM					
2006 - 2007					
ROAD	DESCRIPTION	SECTION	LENGTH	DAYS	COMMENT
<b>Maintenance</b>					
Warup West Road	clear, widen and form	4.00 - 8.85	4.88	8	complete
Sprigg - Fraser Road	clear, widen and form	0.00 - 5.44	5.44	8	complete
Boylling Road	clear, widen and form	4.00 - 7.90	3.90	8	complete
Warup South Road	clear, widen and form	12.40 - 16.22	3.82	7	complete
Taylor's Road	clear, widen and form	4.90 - 8.90	4.00	7	complete
<b>Drainage and Bridge Maintenance</b>					
	Various			8	
<b>Unscheduled Maintenance</b>					
	Various			28	
<b>Maintenance Grading</b>					
	Various				
<b>Woolorama Preparation</b>					
	as required			8	
				206	

## DRAFT 5 YEAR ROAD PROGRAM

2007 - 2008

ROAD	DESCRIPTION	SECTION	LENGTH	DAYS	COMMENT
<b>Road Project Grant</b>					
Ballagin Road	widen, shoulder upgrade surface corrections	20.50 - 24.50	4.00km	20	on - going
<b>Roads to Recovery</b>	tree pruning - widen and form			20	on - going
<b>Construction</b>					
Beaufort Road	clear and widen shoulders	7.00 - 10.00	3.00	7	on - going
Bullock Hills Road	clear and widen shoulders	7.50 - 10.50	3.00	7	on - going
Jalaran Road	clear and widen shoulders	8.40 - 11.40	3.00	7	on - going
Dongolocking Road	corrections to failed section	2.00 - 3.30	1.30	7	sheet formed sections
Warup West Road	gravel sheet	0.00 - 4.00	4.00	10	sheet formed sections
Warup South Road	gravel sheet	7.40 - 10.40	3.00	8	sheet formed sections
Sprigg - Fraser Road	gravel sheet	7.94 - 10.94	3.00	8	sheet formed sections
Taylor's Road	gravel sheet	0.00 - 3.00	3.00	8	sheet formed sections
Boyalting Road	gravel sheet	0.00 - 3.00	3.00	8	sheet formed sections
Jalaran Road	correct failed section	14.50 - 15.00	-500	7	
Town Street					
<b>Footpaths</b>					
Tudhoe Street	new footpath concrete/asphalt			3	on - going
Khedive Street	new footpath concrete/asphalt			3	from Cottage Homes
<b>Reseals</b>					
Kitchener Street	reseal	Total	-360	2	
Wetlands Carpark	reseal	Total	-100	2	Information Bay area
Nenke Street	reseal	Total	-350	2	



DRAFT 5 YEAR ROAD PROGRAM					
2007 - 2008					
ROAD	DESCRIPTION	SECTION	LENGTH	DAYS	COMMENT
<b>Maintenance</b>					
Jessup Road	clear, widen and form	0.00 - 6.79	6.79	12	
Harris Road	clear, widen and form	0.00 - 6.50	6.50	12	
Gundaring North Road	clear, widen and form	0.00 - 2.40	2.40	8	
Plesseville - Jaloran	Gravel sheet	11.97 - 14.97	3.00	8	
<b>Drainage and Bridge Maintenance</b>					
	various			8	
<b>Unscheduled Maintenance</b>					
	various			28	
<b>Maintenance Grading</b>					
	various			8	
<b>Woolorama Preparation</b>					
				205	

## DRAFT 5 YEAR ROAD PROGRAM

2008 - 2009

ROAD	DESCRIPTION	SECTION	LENGTH	DAYS	COMMENT
<b>Road Project Grant</b>					
Ballagin Road	widen, shoulder upgrade, surface corrections	24.50 - 28.50	4km	20	on - going
<b>Roads to Recovery</b>					
Various	tree pruning - widen and form			20	on - going
<b>Construction</b>					
Beaufort Road	clear, widen shoulders	10.00 - 13.00	3.00	7	on - going
Jaloran Road	clear, widen shoulders	11.40 - 14.60	3.20	7	finish
Bullock Hills Road	clear, widen shoulders	10.50 - 13.50	3.00	7	finish
Warup West Road	gravel sheet	10.00 - 14.88	4.88	10	finish
Warup South Road	gravel sheet	10.40 - 13.40	3.00	8	on - going
Sprigg Fraser Road	gravel sheet	4.94 - 7.94	3.00	8	on - going
Taylor's Road	gravel sheet	3.00 - 6.00	3.00	8	on - going
Boylling Road	gravel sheet	3.00 - 6.00	3.00	8	on - going
Nailian Road	gravel sheet	4.10 - 6.30	2.20	6	finish
Rifle Street	construct and seal		-180	8	to Moore Street
Unicorn Street	widen and Seal		-100	3	
<b>Foopath</b>					
Ventnor Street	cement		-120		South of Warwick Street
<b>Reseals</b>					
Unicorn Street	reseal		-480	2	Beaufort to Upland
Throssell Street	reseal		-180	2	Upland South

DRAFT 5 YEAR ROAD PROGRAM					
2008 - 2009					
ROADS	DESCRIPTION	SECTION	LENGTH	DAYS	COMMENT
<b>Kerbing</b>					
Unicorn Street			-100	2	both sides
Nenke Street			-190	2	both sides
<b>Maintenance</b>					
Piesseville - Jaloran Road	gravel sheet	7.10 - 10.40	3.30	10	Crest finish on - going finish
Beaufort Road	surface correction	12.60 - 12.75	0.15	2	
Heights Tie Road	clear, widen, form	0.00 - 1.70	1.70	7	
Painters Road	clear, widen, form	0.00 - 2.50	2.50	8	
Gundaring North Road	clear, widen, form	1.50 - 4.50	3.00	8	
<b>Drainage and Maintenance</b>					
	Various			8	
<b>Unscheduled Maintenance</b>					
	Various			25	
<b>Woolorama Preparation</b>				8	
<b>Maintenance Grading</b>				204	

# DRAFT 5 YEAR ROAD PROGRAM

2009 - 2010

ROAD	DESCRIPTION	SECTION	LENGTH	DAYS	COMMENT
<b>Construction</b>					
Beaufort Road	clear, widen shoulders	13.0 - 16.0	3.0		finish
Bockaring Road	clear, widen shoulders	0.0 - 3.0	3.0		on - going
Dongolocking Road	clear, widen shoulders	0.0 - 3.0	3.0		on - going
Behn Ord	clear, widen shoulders	0.0 - 3.0	3.0		on - going
Warup South Road	gravel sheet	13.5 - 16.22	27.2		finish
Sprigg Fraser Road	gravel sheet	7.94 - 10.94	3.0		finish
Taylor's Road	gravel sheet	6.0 - 8.91	2.91		finish
Boyalting Road	gravel sheet	6.0 - 7.90	1.9		finish
Cailles Road	gravel sheet	3.26 - 5.94	2.68		finish
Heights Road	gravel sheet	0.0 - 2.7	2.7		southern end boundary east of Behn Ord program
Rural tree pruning	clear, widen form				
<b>Reseals</b>					
Traverse Street	reseal		310 mts		north of Ware Street
Kitchener Street	reseal		200 mts		west of Ballagin Street
Victor Street	reseal		230mts		south of Warwick Street
Vesper Street	reseal		230 mts		south of Warwick Street
Stubbs Street	reseal		350 mts		east of Rifle Street
<b>Kerbing</b>					
Victor Street	kerb both sides		230 mts		south of Warwick Street
Ventrnor Street	cement		120 mts		Warwick to Ware Street

DRAFT 5 YEAR ROAD PROGRAM					
2009 - 2010					
ROADS	DESCRIPTION	SECTION	LENGTH	DAYS	COMMENT
<b>Maintenance</b> Painters Road Collanilling Road Noble Road Ballagin Road Wendell Street	clear, widen, form	2.5 - 5.9	2.4		finish south of Quickes Road western boundary on - going east of Beaufort Road
	clear, widen, form	14.29 - 18.27	3.98		
	clear, widen, form	13.60 - 15.98	2.38		
	reseal	0.0 - 4.0	4.0		
	construct and seal		650 mts		
	<b>Drainage and Bridge Maintenance</b>				
		various			
	<b>Unscheduled Maintenance</b>				
		various			
	<b>Maintenance Grading</b>				
		various			
	<b>Woolorama Preparation</b>				
		as required			

DRAFT PLANT REPLACEMENT PROGRAM																	
	Year Purchased	Replacement Period (Years)	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Caterpillar Grader	2000/2001	7			155 000							155 000					
Caterpillar Grader	2004/2005	7						155 000							155 000		
Backhoe	1997/1998	8	95 000	135 000					125 000					125 000			
Isuzu Truck 13 t	2003/2004	5				65 000					95 000						
Isuzu Truck 13 t	2001/2002	5		65 000						65 000 - E			45 000	65 000		65 000	
Mitsubishi 6 t	2000/2001	5	45 000				45 000 - L										
Mitsubishi Canter	2004/2005	5	30 000						30 000 - E				30 000				
Ferrari Mower	2002/2003	4	10 000				10 000			10 000					10 000		
Zetor Tractor	1995/1996	10	60 000														
Roller Multi-tyre	1998/1999	10				65 000							50 000			65 000	
Roller Case Vibromax	1999/2000	10					65 000										65 000
Mitsubishi Ute (P25)	2003/2004	4	8 000				8 000				8 000				8 000		
Mitsubishi Ute (P24)	2003/2004	4	8 000				8 000				8 000				8 000		
Mitsubishi Ute (P26)	2003/2004	4	8 000				8 000				8 000				8 000		
Holden Rodeo (P27)	2002/2003	4		9 000				9 000				9 000				9 000	
Toro Mower	2000/2001	4				15 000 - E				15 000			15 000 - L				15 000
Minor Plant			15 000	15 000	15 000	15 000	15 000	15 000	15 000	15 000	15 000	15 000	15 000	15 000	15 000	15 000	15 000
Admin Vehicles			20 000	20 000	20 000	20 000	20 000	20 000	20 000	20 000	20 000	20 000	20 000	20 000	20 000	20 000	20 000
Works Manager			10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000
Doctor's Vehicle			6 000	6 000	6 000	6 000	6 000	6 000	6 000	6 000	6 000	6 000	6 000	6 000	6 000	6 000	6 000
TOTAL			315 000	260 000	206 000	196 000	195 000	215 000	206 000	131 000	245 000	215 000	191 000	241 000	240 000	190 000	131 000

## RESERVE FUND

Opening Balance	68,000	18,000	3,000	8,000	23,000	38,000	38,000	38,000	33,000	38,000	117,000	82,000	77,000	97,000	67,000	37,000	57,000
Transfer In			5,000	15,000	15,000				5,000	79,000			20,000			20,000	80,000
Transfer Out	50,000	15,000						5,000			35,000	5,000		30,000	30,000		
Closing Balance	18,000	3,000	8,000	23,000	38,000	38,000	38,000	33,000	38,000	117,000	82,000	77,000	97,000	67,000	37,000	57,000	147,000
Municipal Contribution		265,000	245,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000

This is based on spending \$210,000 per year after year 2 of the program. If the money is not required for actual plant purchases the balance is placed in reserve for future years.  
There is no allowance made for interest which will help offset changes in valuations over the life of the plan.

The difficulty is in year 1 and 2 where the anticipated expenditure exceeds the proposed annual figure proposed of \$210,000

Note - Where there is the letter L, this indicates the proposed purchase would be late in that financial year and the letter E indicates it would be early in the year. This is done to try and spread the expenditure as best as possible.

The figures are all the estimated changeover figures based on available information.

**10. Announcement by the President and Councillors**

Cr Brockway advised that she had attended;

- 23/06/05 Tourism Meeting with DCEO IN Dumbleyung
- 27/06/05 Health, Building and Planning Meeting
- 29/06/05 Rural Towns Meeting
- 30/06/05 Telecentre Official Opening
- 6/07/05 Minister for Local Government and Regional Services
- 7/07/05 Draft Budget Meeting
- 12/07/05 Works Committee Meeting

Cr Draper advised that he had attended a Wagin Frail Aged Committee meeting on 12<sup>th</sup> July 2005 with the CEO.

Cr Johnson advised that he had attended the Rotary changeover dinner on behalf of the Shire President on 16<sup>th</sup> July 2005.

**11. Elected Members/Motions of which previous notice has been given**

Nil

**12.****Urgent Business introduced by decision of the meeting****a) Elected Members****Tagasaste Plants****Council Resolution****23 Cr PJ BLIGHT/Cr DK MORGAN**

That Council agree to discuss the issue of Tagasaste plants.

**CARRIED**  
Vote 8/0

**Council Resolution****24 Cr RP JOHNSON/Cr KM DRAPER**

Council agree to write a letter to the Agricultural Protection Board (APB) and seek their comment on the controlling of Tagasaste plants and also consult with Councils landcare officer upon her return from annual leave as to any known control measures available.

**CARRIED**  
Vote 8/0

**Refuse Site****Council Resolution****25 Cr DK MORGAN/Cr PJ BLIGHT**

That Council agree to discuss the refuse site.

**CARRIED**  
Vote 8/0

**b) Officers****13. Confidential Business as per Local Government Act's 5.23 (2)****Council Resolution****26 Cr RP JOHNSON/Cr K M DRAPER**

That the meeting be closed to the members of the public in accordance with section 5.23 (2) (a) of the Act to allow council to discuss a matter affecting an employee.

**CARRIED**  
Vote 8/0

*8.18pm Mr Jacobson, the Works Manager and Principal Environmental Health Officer /Building/Surveyor withdrew from the meeting.*

*8.48pm Cr Scanlon withdrew from the meeting and did not return.*

**Council Resolution****27 Cr RP JOHNSON/Cr PJ BLIGHT**

That Council fully endorse the action taken by the Chief Executive Officer in requesting that 5 Warwick Street be vacated by current tenant Mark Stubna as a result of his employment with the Shire ceasing on 29<sup>th</sup> June 2005.

**CARRIED**  
Vote 7/0



**Council Resolution****28 Cr EN PUGH/Cr DK MORGAN**

That the meeting again be open to the public.

**CARRIED**  
Vote 7/0

**14. Closure**

There being no further business the President thanked those in attendance and closed the meeting at 9.03pm.

**These Minutes were confirmed at a meeting held on**

\_\_\_\_\_

**Signed** \_\_\_\_\_

**Presiding Member at the meeting at which the Minutes were confirmed.**

**Dated** \_\_\_\_\_