

SHIRE OF WAGIN



MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY 20th April 2004

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Shire of Wagin

Minutes of the Ordinary Council Meeting of the Council held in the Council Chambers on Tuesday 20th April 2004.

1. Declaration of Opening

In the absence of the Shire President, the Deputy Shire President Cr Johnson opened the meeting at 7.03pm.

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

Present:	Cr R P Johnson	Deputy Shire President
	Cr P I Piesse	Member
	Cr I C Cumming	Member
	Cr A C Hansen	Member
	Cr H D Rowell	Member
	Cr E N Pugh	Member
	Cr K M Draper	Member
	Cr P J Blight	Member
	Cr G J Riseborough	Member
	Cr D K Morgan	Member
Staff:	Mr I B Fitzgerald	Chief Executive Officer
	Mr B K Fisher	Deputy Chief Executive Officer
	Mr A D Hicks	Manager of Works
	Mr D A Archer	Principal Environmental Health Officer/ Building Surveyor
Apologies:	Nil	
Leave of Absence:	Cr Brockway	
Visitors:	Ms Jill Richardson	South West Catchments Council
	Ms Leigh Taylor	South West Catchments Council
	Mr Lance Mudgway	Wagin/ Woodanilling Zone Manager

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/Presentations)

Leigh Taylor together with Lance Mudgway addressed Council on the progress of the South West Catchments Council (SWCC) progress of developing a regional natural resource management strategy in consultation with its relevant communities. With the community consultation period due to commence on 19th May 2004, Council was encouraged to examine the strategy and provide feedback as desired.

**6.1 Guest Speaker - Leigh Taylor - South West Catchments Council
Regional Strategy and Investment Plan.**

Jill Richardson left the meeting at 7.37pm and Leigh Taylor and Lance Mudgway left the meeting at 739pm.

7. Confirmation of Previous Meeting Minutes

10811 BLIGHT/CUMMING

That the minutes of the Ordinary Council Meeting held on 16th March 2004 be confirmed as a true and correct record.

CARRIED

Vote 10/0

8. Disclosures of Financial and other Interests

Nil

9. Reports of Committees and Officers

9.1 Health, Building and Planning

9.1.1	Proposed Light Industrial Sub-division
Location:	Lot 1876 Tudhoe Street Wagin
Proponent:	Department for Planning and Infrastructure
Reporting Officer:	Chief Executive Officer
File:	DEP17

Summary

Council authorised staff to negotiate with the Department for Planning and Infrastructure for the purchase of Lot 1876 Tudhoe Street and an offer of purchase has now been received.

Background

At the February Council Meeting staff were authorised to negotiate for the purchase of Lot 1876 Tudhoe Street.

Comment

The Department for Planning and Infrastructure has now offered to sell Lot 1876 to the Shire of Wagin with the option of two purchase methods.

Option one would be for Council to purchase the Lot as a stand alone Lot for \$20,000 plus GST and fees with this offer valid to 1st May 2004. Council would then be able to develop the sub-division as required.

Option two would be for Council to purchase Lot 1876 under DPI: Super Lot Policy. Under this option the land would be reserved for the purpose of "Light Industrial Development Site" with a Management Order issued to the Shire of Wagin. As the site was developed DPI would transfer whole or part of the land to Council at the nominal consideration of \$1,000 plus GST per hectare. Again Council would be responsible for all survey, development and registration expenses.

At this time no source of financial assistance to develop the sub-division has been found. The state government did have a headworks assistance grant scheme available but we did not have the required supporting documentation available. The next round of funding is proposed for March/April 2005.

If Council were to proceed with the project and choose option two the land purchase price would be cheaper and headworks charges would only have to be paid as the land was developed. However it may be more economically viable to install the required water, power and sewerage infrastructure at the one time for the whole sub-division rather than in stages. The other advantage of developing the entire sub-division at the one time is that Council would then have land readily available should any business make enquiry.

At present there is a reserve, Reserve 41854 that runs between Lot 1876 and Tudhoe Street. This reserve would prevent any sub-division having direct frontage onto Tudhoe Street which would be most desirable for any business wishing to establish themselves in this area. It may

be possible for Council to negotiate for this reserve to be reduced or amalgamated into Lot 1876 to give better street frontage.

One option if the reserve was reduced would be to run an access road parallel to Tudhoe Street with a single access road off Tudhoe Street. This would not be the most desirable outcome but would give better street frontage than is currently proposed. A copy of the previously prefixed option for the sub-division and one showing a reduced Reserve 41854 is attached.

Statutory Environment:

Local Government Act 1995
Town Planning and Development Act

Policy Implications:

Nil

Budget Implications:

No provision in the 2003/04 Budget but the project is identified in Year 1 of the proposed Principal Activities Plan.

Officer's Recommendation

That Council

- 1) accept the offer to purchase Lot 1876 as a stand alone Lot for \$20,000 plus GST and fees
- 2) attempt to negotiate inclusion of Reserve 41854 into Lot 1876 or for it to be reduced in size
- 3) request deferment of any payment for the land to the 2004/05 financial year.

Council Resolution

10812 PUGH/MORGAN

That Council attempt to negotiate inclusion of Reserve 41854 into Lot 1876 or for it to be reduced in size.

CARRIED

Vote 10/0

Note: Reason for difference in Council Resolution was that it would like to utilise the buffer zone of Reserve 41854 into the proposed development.

9.1.2	Honour Board
Location:	Shire of Wagin
Proponent:	Staff
Reporting Officer:	Principal Environmental Health Officer/Building Surveyor
File:	CNL6/2

Summary

Council has authorised the creation of an Honour Board and has made provision in this financial year for the names to be attached to the board.

Background

Research has been exhaustive and the list completed has been advertised for public viewing and comment.

Comment

There has been no response to our published notices therefore, I believe the project can proceed without further amendment or correction.

I present for Council consideration the categories and headings which I think appropriate.

<i>Statutory Environment</i>	Nil
<i>Policy Implications:</i>	Nil
<i>Budget Implications:</i>	\$3,000 has been allocated in this years budget.

Officer's Recommendation

That Council authorise the Honour Board to be prepared based on the submitted design layout.

Council Resolution

10813 **PIESSE/HANSEN**

That Council authorise the Honour Board to be prepared based on the submitted design layout with the inclusion of the titles Wagin Municipal Council, Wagin Road Board and Wagin Shire Council.

CARRIED
Vote 10/0

Note: Reason for the difference in Council Resolution was that Council agreed to provide more descriptive headings.

9.1.3	Oversized Outbuildings
Location:	Lot 140 (No4) Strickland Street Wagin – zoned Residential
Proponent:	V Harasymuik
Reporting Officer:	Principal Environmental Health Officer/Building Surveyor
File:	A196

Summary

The proponent wishes to erect a zincalume fully enclosed gabled roofed workshop being 9m x 6m x 2.4m (wall height).

Background

Lot 140 Strickland Street contains a brick residence with a detached brick shed close to the rear of the dwelling.

The Lot extends through to Ranford Street on the western boundary.

Comment

Council has a policy on outbuildings within the residential zone which states;

- i) The erection of an outbuilding on any lot zoned “Residential” is not permitted unless a building licence has been issued for the erection of a house on the lot and construction of the house has substantially commenced.
- ii) A building licence application is not required for an outbuilding of less than 9 square metres (3m x 3m) in floor area and no greater than 2.1 metres in height providing it complies with the following:
 - a) It shall be constructed of new non-flammable material and be easily dismantled, and
 - b) It shall be adequately anchored.
- iii) A building licence application is required for any outbuilding having a total floor area in excess of 9 square metres.
- iv) The maximum floor area of an outbuilding constructed of reflective cladding (e.g. zincalume) shall be 45 square metres.
- v) The maximum floor area of an outbuilding constructed of non-reflective cladding (e.g. brick, colorbond or timber) shall be 80 square metres.
- vi) In all instances the open space requirements of the Residential Planning Codes (R-Codes) are to be complied with unless otherwise approved by Council.
- vii) An outbuilding shall be separated from the building to which it is appurtenant in accordance with the Building Code of Australia.

- viii) The wall height of any outbuilding shall not exceed 5 metres or 3.3 metres at the apex of a pitched roof unless otherwise approved by Council.
- * ix) An outbuilding shall not be sited within the building setback to the street frontage as prescribed by the Scheme nor within six (6) metres of any other street unless Council approves of a lesser distance.
- * x) The setback of all outbuildings from any side or rear boundary shall be required by the R-Codes unless otherwise approved by Council.
- xi) Notwithstanding any other provision of this policy, Council may approve of the siting of an outbuilding that is a carport (being an open-sided garage without doors) in a position other than that prescribed by other provisions of this policy.
- xii) Council will not permit the use of second-hand or used building materials for an outbuilding without its prior approval,
- xiii) Council will not grant approval to the use of second-hand or used building materials for an outbuilding unless it is satisfied that it will not have a detrimental impact on the visual appearance of the immediate locality.
- xiv) Where an application is received for the erection of an outbuilding which does not comply with any provision of this policy the applicant shall submit to Council in writing the reason(s) why such variation is required.

Older zincalume and asbestos sheds adjoin either side at the rear of Lot 140 and the fencing is hardiflex therefore the proposed zincalume workshop should blend in well.

Statutory Environment: Town Planning Scheme No2

Policy Implications: Health, Building and Planning No 18
“Development of Outbuildings on Residential Zoned Land”

Budget Implications: Nil

Officer’s Recommendation

That Council approve the erection of a zincalume fully enclosed gabled roofed workshop being 9m x 6m x 2.4m (wall height) on Lot 140 Strickland Street Wagin consistent with the submission dated 15th March subject to obtaining a building licence.

Council Resolution

10814 HANSEN/RISEBOROUGH

That the Officer’s Recommendation be adopted.

CARRIED
Vote 10/0

9.1.4	Public Building
Location:	Wool Pavilion (Elders Shed) – Wagin Sportsground
Proponent:	The Wagin Weekend – (Chairman I Menzies)
Reporting Officer:	Principal Environmental Health Officer/Building Surveyor
File:	PRO14

Summary

The proponent wishes to conduct a ball within the Wool Pavilion which will feature a 3 course meal, floor shows, band music and ballroom dancing for an estimated 200 persons.

Background

The event has been organised on a date that clashes with another booking in the Wagin Town Hall.

Comment

The Wool Pavilion does not have the necessary emergency lighting, appropriate exit doors or food handling facilities. In consultation with the proponent it was suggested that if;

- 1) A security guard (Chubbs) be stationed at one sliding door on the southern side and one sliding door on the northern side and each to carry a torch, then in the case of an emergency each guard will be responsible to fully open the door, and if necessary with the aid of the torch guide people out.
- 2) No portable gas room heaters to be within the building.
- 3) Install additional fire extinguishers, (available from Council being some of the additional units used during Woolorama.
- 4) All food handling in accordance with the Food Standards (Mobile catering firm has been engaged) then as a once only venue the event could be conducted.

The proponent seeks free use of the building, but Council does not hire out this building considering that to be the prerogative of Elders.

The proponent also seeks support financially from Council and suggests \$2,500 which would be used to provide accommodation and meals for the band, plus advertising of the event.

<i>Statutory Environment:</i>	Health Act 1911 Public Building Regulations 1992
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<i>Policy Implications:</i>	Nil
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<i>Budget Implications:</i>	No provision for such a donation in this financial year.
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Officer's Recommendation

That Council approve the use of the Wool Pavilion on the 5th & 6th June 2004 for the staging of a ball and concert subject to;

- 1) A minimum of two security guards to be stationed, one responsible for the southern sliding door and one responsible for the northern sliding door and each guard equipped with a torch
- 2) At least eight fire extinguishers to be located within the building
- 3) No portable gas heaters to be used
- 4) Foodhandling to comply with the Food Standards

and the proponent be advised that Council is unable to make a donation towards the event, having made no budget allowance.

Furthermore the proponent should seek approval from Elders to use the building.

Council Resolution

10815 BLIGHT/PUGH

That the Officer's Recommendation be adopted.

CARRIED

Vote 10/0

9.2 Administration and Finance

9.2.1 Wagin Land Conservation District Committee

Proponent: Department of Agriculture
Location: Wagin
Reporting Officer: Chief Executive Officer
File: DEP2/1

Summary

The Shire of Wagin currently has one gazetted member on the Wagin Land Conservation District Committee, Councillor Phillip Blight, with the appointment due to expire on 31st July 2004 and has been invited to submit a nomination for re-appointment to the Committee.

Comment

Council has currently two nominated delegates to the Wagin LCDC, Councillors Brockway and Blight. I have spoke to Councillor Blight and he is willing to accept Council's nomination to the Wagin LCDC if Council so resolves.

Statutory Environment: Local Government Act 1995
Soil and Land Conservation Act 1954

Policy Implications Nil

Budget Implications: Nil

Officer's Recommendation

That Council nominate Councillor Phillip Blight as their delegate to the Wagin Land Conservation District Committee for a two year term.

Council Resolution

10816 ROWELL/PUGH

That the Officer's Recommendation be adopted.

CARRIED
Vote 10/0

9.2.2	Indigenous Land Use Agreement (ILUA)
Proponent:	Central Country Zone of WALGA
Reporting Officer:	Chief Executive Officer
File:	DEP21/2

Summary

The Executive of the Central Country Zone of WALGA has been negotiating on behalf of member Councils an Indigenous Land Use Agreement between the South West Land and Sea Council, State Government Agencies and affected local governments and a final document is nearly ready for signature.

Comment

The ILUA is being prepared to help expedite all forms of land grants and minimise risk of prosecution for damage to Aboriginal sites. Negotiations have been on-going for some years and now are very close to being finalised. Once the agreement is approved it will be signed by the State Government, South West Land and Sea Council, claimant groups and those Zone Member Councils who elect to sign the ILUA. The purpose of the ILUA as outlined in the document is;

“To replace and simplify all future act procedures under the Native Title Act 1993 and to provide a process for management and protection of Aboriginal heritage, including the conduct of Aboriginal Site Surveys.”

The ILUA will set out a process to be followed if proposed works are likely to disturb an Aboriginal Site including response times to ensure a smooth and timely procedure.

Councillor Brockway and the Chief Executive Officer attended a briefing in Narrogin on 2nd March and there was a further briefing at the recent Central Zone Meeting. There appears to be no areas of concern to the Shire of Wagin in the proposed ILUA.

<i>Statutory Environment:</i>	Local Government Act 1995
	Native Title Act 1993
	Aboriginal Heritage Act 1972
	Land Act 1933

<i>Policy Implications</i>	Nil
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<i>Budget Implications:</i>	Nil
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Officer Recommendation

That Council advise the Executive of the Central Country Zone of WALGA that it wishes to be a party to the negotiated Indigenous Land Use Agreement (ILUA).

Council Resolution

10817 BLIGHT/HANSEN

That the Officer's Recommendation be adopted.

CARRIED
Vote 10/0

9.2.3	Occupational Health and Safety Policy
Proponent:	Chief Executive Officer
Reporting Officer:	Chief Executive Officer
File:	PSN5

Summary

A review is being conducted of Councils Policy Manual and a new detailed Occupational Health and Safety Policy has been prepared for Councils consideration.

Comment

Council has a very general policy at present whereas the prepared policy will provide Council, management, employees and contractors with a clear understanding of their responsibilities regarding Occupational Safety and Health in the workplace. The policy states

The Wagin Shire Council is committed to ensure that health, safety and welfare of all employees whilst engaged in Council's services in any workplace. The responsibility for implementing this policy rests with the Chief Executive Officer.

This policy recognises that the safety and health of all employees within the Shire of Wagin is the responsibility of Council management. In fulfilling this responsibility, management has a duty to provide and maintain so far as is practicable, a working environment in which employees are not exposed to hazards. This will be achieved by:

- providing and maintaining safe plant and systems of work;
- making and monitoring arrangements for the safe use, handling, storage disposal and transport of plant and substances;
- maintaining the workplace in a safe and healthy condition;
- providing information, training and supervision for all employees thereby enabling them to work in a safe and healthy manner and
- consulting and cooperating with Safety & Health Representatives and employees on OS & H matters.

The policy outlines

- duties of management
- duties of employees
- duties of contractors
- new employee induction processes
- Occupational Safety and Health Training
- Safety Committee
- Incident procedures
- Clothing issues
- Drug, alcohol and smoking policies

It is a very detailed and complete document which once embraced by Council, management and employees should help to provide a safer workplace for all employees as well as guidelines for all parties to follow. Occupational Health and Safety is becoming a very important factor in the employment of any staff or contractors and with the correct policies and

procedures in place it is hoped that Shire of Wagin can improve its status and over time reduce its insurance premiums including Works Compensation.

The policy will need to be presented to the employee to give them an opportunity to have input and raise any issues. It is important that the majority, if not all, of employees adopt the policy to help ensure its success.

There will be a cost to Council in this process as staff will need to be trained, meetings will need to be held, and equipment and practices may need to be modified. This can be done over time as resources allow.

A copy of the proposed draft policy has been forwarded to all Councillors with this months Agenda.

Statutory Environment: Local Government Act 1995
Occupational Safety Health Act and Regulations

Policy Implications: Replaces existing Administration 11 Policy

Budget Implications: Nil in 2003/04

Officer's Recommendation

That Council adopt the draft Occupational Health and Safety Policy as presented and begin its implementation.

Council Resolution

10818 CUMMING/ROWELL

That the Officer's Recommendation be adopted.

CARRIED
Vote 10/0

9.2.4**Principal Activities Plan****Reporting Officer:****Deputy Chief Executive Officer**

Summary

Each year Council must prepare and adopt a 4 year Principal Activities Plan detailing the major activities that Council anticipates performing. A draft plan has been prepared and considered by the Finance and General Purposes Committee.

Background

Council is now in the position to advertise the Draft Principal Activities Plan for the period 1 July 2004 to 30 June 2008 and invite public submissions for a period of 42 days in accordance with Section 5.57 of the Local Government Act 1995.

Comment

The Principal Activities Plan is used as a guide for Council and Staff in preparing the annual budget for adoption. Items identified in the plan do not necessarily mean that they will be guaranteed to be included in the budget, but more as a guide of what projects Council would like to achieve subject to the level of funds remaining for each particular year. Council is required to disclose in the budget and Annual report documents details of items identified in the Principal Activities Plan that were not included in the current year budget. The Principal Activities Plan is also a worthy document to provide to our Community highlighting the future projects that Council would like to achieve.

Statutory Environment: Local Government Act 1995 Section 5.56

Budget Implications: Nil

Officer's Recommendation

That Council advertise the Principal Activities Plan for the four year period 1 July 2004 to 30 June 2008 as presented and invite public submissions in accordance with section 5.57 of the Local Government Act 1995.

Council Resolution

10819 PUGH/RISEBOROUGH

That the Officer's Recommendation be adopted.

CARRIED
Vote 10/0

9.2.5 Audit Services Contract 3 or 5 years**Proponent:** Deputy Chief Executive Officer**Location:** Shire of Wagin**Reporting Officer:** Deputy Chief Executive Officer **File:****Summary**

Councils existing Audit contract with Horwath expires at 30th June 2004. Three years ago Council appointed Haines Norton as its Auditor and during their term of the contract the partnership separated resulting in Council agreeing to transfer across to Horwath as part of an agreed separation between the Partners of Haines Norton.

Background

Prior to the adoption of the 2004/2005 budget, quotations have been requested from Haines Norton and Horwath to provide an Audit Service from 1st July 2004 for a period of either three or five years. Quotations closed at 4pm on Wednesday 14th April 2004, with the following being received.

Auditor	Year	Quote
Haines Norton	2004/2005	\$5,400
	2005/2006	\$5,600
	2006/2007	\$5,800
Horwath	2004/2005	\$5,100
	2005/2006	\$5,300
	2006/2007	\$5,500
	2007/2008	\$5,800
	2008/2009	\$6,000

Comment

It is the opinion of staff that these two audit firms are very reputable and will provide a quality service. With the majority of the audit work being performed by either Managers or Supervisors within the firms and not by the Partners it is considered that Haines Norton may be able to offer a more experienced service based on their employees qualifications and their relevant experience in Local Government Auditing.

Statutory Environment: Local Government Act 1995 and Financial Management Regulations 1996

Budget Implications: Nil

Officer's Recommendation

That Council appoint Mr DJ Tomasi (Registered Company Auditor Number 15724) and Mr RB Swarbreck (Registered Company Auditor Number 14170) of Haines Norton as its nominated Auditor for a period of three years commencing on 1st July 2004 for an agreed contract price of \$5,400, \$5,600, and \$5,800 over the three year period.

Council Resolution

10820 PIESSE/CUMMING

That the Officer's Recommendation be adopted.

CARRIED

Vote 10/0

9.2.6**Changeover of Council's Photocopier****Proponent:****Deputy Chief Executive Officer****Location:****Administration Centre****Reporting Officer:****Deputy Chief Executive Officer****File:****Summary**

Council currently uses a Ricoh Aficio 450 machine that it purchased in June 2001. This Photocopier has now done just over 525,000 copies and is now frequently breaking down.

Background

It was proposed to replace the existing photocopier in the 2004/2005 budget due to the frequent down time experienced when needing to photocopy bulk items such as the Council Agenda, Information Bulletin and Financial reports. Unfortunately the importance of a photocopier has required staff to action this replacement some what quicker than originally planned. The CEO, Executive Assistant and myself recently visited the Wagin District High School and inspected two Lanier photocopiers that they currently utilise. It should be noted that Lanier and Ricoh photocopiers are identical machines.

Comment

Quotations have been requested from SOS, Best Office, and Corrigin Electronic Services for a Lanier or Ricoh photocopier producing a copy speed of 45 ppm. As with the current photocopier it would be preferable to continue to have access to Network printing and consider adding in scanning and faxing options into the unit.

Staff consider that the Lanier LD145 or Ricoh Aficio 2045e Models which produces a copy speed of 45 ppm to be sufficient and the best value for money compared to the other units quoted. The most competitive quote for this unit is as follows

Ricoh Aficio 2045e Digital Photocopier	\$5,952.00
Paper Bank PS360 – 2 x 500 Sheet	\$ 738.00
Auto Document Feeder (DF 70) – 80 Sheet Capacity	\$ 907.00
Large Capacity Tray – 1 x 1500 Sheet	\$ 622.00
1000 Sheet Finisher with Single Position Stapling	\$ 913.00
Fax Option	\$ 734.00
Networking Print & Scan Module	\$1,500.00
Total	\$11,366.00
Less trade	\$ 850.00
Net Changeover	\$10,516.00

In addition to this the meter service plan offered on this machine is \$0.011 cents per copy as compared to \$0.014 cents currently charged. This would equate to a saving of approximately \$550.00 per year for three years.

Council could fund this purchase this financial year by re allocating the \$14,000 that has been budgeted for the reception upgrade. As this work is now proposed as part of the overall Administration office upgrade these funds will not be utilised in 2003/2004.

Statutory Environment: Nil

Budget Implications: No provision has been made for 2003/2004 to replace the photocopier.

Officer's Recommendation

That Council approve the purchase of a;

Ricoh Aficio 2045e Digital Photocopier	\$5,952.00
Paper Bank PS360 – 2 x 500 Sheet	\$ 738.00
Auto Document Feeder (DF 70) – 80 Sheet Capacity	\$ 907.00
Large Capacity Tray – 1 x 1500 Sheet	\$ 622.00
1000 Sheet Finisher with Single Position Stapling	\$ 913.00
Fax Option	\$ 734.00
Networking Print & Scan Module	\$1,500.00

And agree to trade in the existing Ricoh Afico 450 unit for \$850.00 resulting in a net changeover price of \$10,516.00 plus GST from Corrigin Electronic Services.

Absolute Majority Required

Council Resolution

10821 CUMMING/PUGH

That the Officer's Recommendation be adopted.

**CARRIED BY AN
ABSOLUTYE MAJORITY**
Vote 9/1

9.2.7**List of Payments – March 2004****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

Due to the completion of a Quarterly Financial Statement for the period ending 31st March 2004 Council now only needs to consider the list of payments made from all bank during the period from the last ordinary Council meeting onwards. As the Quarterly financial statement has been prepared for the same reporting period, Council does only need to consider the list of payments.

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 approve for payment the following list of vouchers;

- Municipal Account from 18150 to 18153 total \$ 2,632.73
- Municipal Account from 18218 to 18321 total \$ 322,936.70
- Trust Account from 1332 to 1335 total \$ 300.00
- Municipal Account (Direct Debit) total \$ 238,975.46
\$ 564,844.89

Council Resolution

10822 BLIGHT/PUGH

That the Officer's Recommendation be adopted.

CARRIED
Vote 10/0

9.2.8 Quarterly Financial Report – March 2004
Reporting Officer: Deputy Chief Executive Officer

Summary

In accordance with the Local Government (Financial Management) Regulations 1996, regulation 34 requires the Local Authority to prepare a Quarterly Financial Report.

Background

The form of the Quarterly Financial Report for the period ending 31st March 2004 is an Operating Statement, Statement of Financial Position, Statement of Changes in Equity, Operating Statement by Function / Activity, Schedule 1 – General Purpose Income, Statement of Rating information, Detailed Operating Statement by Function / Activity, and Statement of Non Operating income and Expenditure.

Comment

Council does not have a policy on the format of the Quarterly Financial Reports presented to Council. As a result the basis of previous reports has been used.

Statutory Environment: Local Government (Financial Management) Regulations 1996, regulation 34

Budget Implications: Nil, subject to the review being conducted by the Finance and General Purposes committee.

Officer's Recommendation

That the Quarterly Financial report for the quarter ending 31st March 2004 as presented be adopted by Council.

Council Resolution

10823 BLIGHT/PIESSE

That the Officer's Recommendation be adopted.

CARRIED
Vote 10/0

9.2.9 Wagin Medical Centre Financial Statements – March 2004
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 1st 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 Profit and Loss statement and Balance Sheet have been prepared for the period ending 31st March 2004, 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 Profit and Loss Statement and Balance Sheet for the period ending 31st March 2004.
2. Approve for payment the following list of vouchers;
Wagin Medical Centre Account from 000120 to 000126 \$7,740.37
including Direct Debit.

Council Resolution

10824 RISEBOROUGH/MORGAN

That the Officer's Recommendation be adopted.

CARRIED
Vote10/0

9.3 Works and Services

9.3.1 2004 National Local Roads Congress

Proponent: Chief Executive Officer
Location: Tanunda, South Australia
Reporting Officer: Chief Executive Officer
File: CNL5

Summary

The 2004 National Local Roads Congress is to be held in Tanunda South Australia between 11– 13 July 2004 and it is recommended Council consider sending delegates to the conference.

Background

Each year the Australian Local Government Association holds a National Local Roads Congress to discuss issues relating to local government managed roads that are common across all states. The 2003 Congress was held in Kalgoorlie and one of the major topics discussed was the continuation of the Roads to Recovery Program. Several resolutions were passed and presented to the Federal Minister John Anderson who attended the conference.

Comment

The 2004 Congress is to be held in Tanunda, South Australia and Minister John Anderson will again be attending and making the keynote address on the Monday 12th July.

Other topics to be discussed during the 2004 Congress that will have direct impact on the Shire of Wagin include the new Roads to Recovery Program, Auslink and the National Heavy Vehicle Reforms and the impact on local government.

The 2003 Congress was attended by some 350 delegates who were able to put a joint local government voice to the Federal Minister for Transport (and the opposition Shadow Minister) on road and funding issues affecting local government across Australia. To some extent the continuation of the Roads to Recovery Program can be attributed to the position argued by delegates at the congress.

As the Federal Minister and also the Shadow Minister will attend the 2004 Congress delegates will have the opportunity to put local governments point of view on the operation of Roads to Recovery Stage 2 and also the new Auslink program.

Early registration for the Congress closes on 21st May and is \$650 per delegate. Additional expenses would include accommodation of approximately \$100 per night per room, return airfares of \$360 (Virgin Blue) and meal and incidental expenses. A bus service will operate from the Adelaide airport to Tanunda and return and also from the various accommodation venues to the Congress Convention Centre. It is estimated the cost per delegate to attend the 2004 National Local Roads Congress would be in the order of \$1350.

Statutory Environment: Local Government Act 1995

Policy Implications: Nil

Budget Implications: This is not a specific budget item for 2003/04 but funds are available in the Conference Expenses area for two delegates to attend.

Officer's Recommendation

That Council nominate two delegates to attend the 2004 National Local Roads Congress to be held in Tanunda, South Australia for 11 – 13 July 2004.

Council Resolution

10825 RISEBOROUGH/MORGAN

That the Officer's Recommendation be adopted.

CARRIED

Vote 10/0

9.4 Other Committees and Reports

9.4.1 Minutes of a Toms Building Redevelopment Steering Committee held on Friday 25th February 2004.

Council Resolution

10826 DRAPER/PIESSE

That the minutes of a Toms Building Redevelopment Steering Committee held on Friday 25th February 2004 be received.

CARRIED

Vote 10/0

Floor levels for the new Toms Building

Attendees viewed the site and the position of the new building was indicated by:

- a) white painted lines on the ground and
- b) by coloured tapes on steel posts to indicate finished floor levels.

Discussion focussed on the effect that the proposed floor level may have on:

- i) viewing races
- ii) viewing activities on the oval
- iii) vehicle access on the new Toms Building
- iv) Vehicle and pedestrian access to the existing recreation centre, particularly the kitchen and changerooms.

R Matters spoke on behalf of the Wagin Trotting Club and M Edward spoke for Woolorama.

L Pederick explained the operation of the kitchen during major events.

Ultimately three (3) levels were considered by

- a) as proposed in the tender
- b) as the old Toms Building
- c) at existing road level

The implications of each scenario was explained by T Parsons (Builder) and M Hannell (Architect).

This group then moved to the Recreation Centre to document the meeting.

BALL/JOHNSON

The floor level for the new Toms Building be the same as the old Toms Building with vehicle access to the new Toms Building being through the western wall.

Council Resolution

10827 PIESSE/DRAPER

That the Committee's Recommendation be adopted.

CARRIED

Vote 10/0

9.4.2 Minutes of a Finance and General Purposes Committee Meeting held on Tuesday 23rd March 2004.**Council Resolution**

10828 ROWELL/PUGH

That the minutes of a Finance and General Purposes Committee Meeting held on Tuesday 23rd March 2004 be received.

CARRIED

Vote 10/0

9.4.3 Minutes of a Townscape and Tidy Town Committee Meeting held on Wednesday 24th March 2004.**Council Resolution**

10829 BLIGHT/MORGAN

That the minutes of a Townscape and Tidy Towns Committee Meeting held on Wednesday 24th March 2004 be received.

CARRIED

Vote 10/0

Cr Piesse left the meeting at 9.12pm.

Old Entrance Signs

The Chief Executive Officer advised he had received a letter requesting the old Wagin entrance signs be removed as we now have the new entrance statements in place and the old signs are in need of maintenance.

T48 BALL/GELL

That Council write to the Woolorama Committee advising that the signs are outdated and in need of upgrading and requesting they contribute to the cost of new signs with input into the design or the signs will be removed and not replaced.

10830 DRAPER/ROWELL

That the Committee's Recommendation be adopted.

CARRIED

Vote 9/0

Entry Statements

The Committee discussed possible works that could be undertaken to complete the new Wagin Entry Statements.

T49 GELL/MUDGWAY

That the Entry Statements be finished off by:

- planting a backdrop of Bottlebrushes
- adding a drop sign: Home of the Giant Ram and Woolorama
- gravelling under the sign (rolled gravel)
- painting the rear of the sign a colour similar to that of the posts

Council Resolution

10831 CUMMING/MORGAN

That the Committee's Recommendation be adopted.

CARRIED

Vote 9/0

Cr Piesse returned to the meeting at 9.13pm.

10. Announcement by the President and Councillors

Nil

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

Nil

12. Urgent Business introduced by decisions of the meeting**a) Elected Members****Swimming Pool Redevelopment Committee**

10832 RISEBOROUGH/PIESSE

That Council discuss the establishment of a Swimming Pool Redevelopment Committee.

CARRIED

Vote 10/0

10833 PIESSE/DRAPER

That Council agree to establish a Swimming Pool Redevelopment Committee, comprising of Crs Brockway, Riseborough, Draper, Rowell, Pugh and Piesse.

CARRIED

Vote 10/0

10834 CUMMING/ROWELL

That Council appoint Crs Brockway, Riseborough, Draper, Rowell, Pugh and Piesse to the Swimming Pool Redevelopment Committee.

CARRIED

Vote 10/0

Adopt a Memorial Program & Small Grants Scheme

10835 ROWELL/PIESSE

That Council agree to discuss the Adopt a Memorial Program & Small Grants Scheme correspondence published in the April 2004 Information Bulletin.

CARRIED

Vote 10/0

10836 DRAPER/CUMMING

That Council agree to prepare a grant application for the purpose cleaning and restoring the Wagin War Memorial.

CARRIED

Vote 10/0

b) Officer's

Nil

13. Confidential Business as per Local Government Act s5.23 (2)**13.1 Sale of Land**

Location: Lot 61 Pederick Drive Wagin – zoned Residential R17.5
Proponent: R J & J M Nalder
Reporting Officer: Principal Environmental Health Officer/ Building Surveyor
File: TPL4/3

Summary

The proponents submit an offer to purchase the Lot for \$16,000.

Background

In March 2003 Council rejected an offer of \$10,500 for this Lot because the land had been valued at \$15,000 in January 2003.

Comment

Section 3.58 (3) of the Local Government Act outlines the procedure for direct sale of property being

- 1) Give statewide notice of:
 - a) Intending purchasers
 - b) Price being considered
 - c) Stated value of the land
(obtained by sworn valuation within 6 months of the proposed sale)
 - d) Invite written submissions to be received prior to further consideration of the sale.

As this offer is likely to be close to the current land value I believe it warrants giving statewide notice once a new valuation has been obtained.

The proponents have been advised of the steps we are required to take and the information that must be published.

Statutory Environment: Local Government Act 1995
Section 3.58 (3)

Policy Implications: Nil

Budget Implications: Council has anticipated a land sale and monies received is to be transferred to reserve.

Officer's Recommendation

That Council authorise staff to instigate action in accordance with Section 3.58 (3) of the Local Government Act 1995 with the intention of selling Lot 61 Pederick Drive Wagin.

Council Resolution

10837 PIESSE/PUGH

That the Officer's Recommendation be adopted.

CARRIED

Vote 10/0

14. Closure

There being no further business the Deputy Shire President thanked those in attendance and closed the meeting at 9.56pm.

These Minutes were confirmed at a meeting held on _____

Signed _____

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

Dated _____