



SHIRE OF WOODANILLING



ORDINARY MEETING OF COUNCIL Minutes

19 June 2018

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These Minutes of the meeting held 19 June 2018 are confirmed as a true and correct record of proceedings without amendment. Confirmed on 17 July 2018 by the Presiding Member, Cr HR Thomson.

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Cr HR Thomson Presiding Member

17-July 2018

ORDINARY MEETING OF COUNCIL MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Meeting opened at 4.30pm

Meeting adjourned 4.38pm

Meeting resumed at 4.45pm

1.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Division 6 Subdivision 1 of the Local Government Act 1995 requires Council Members and Employees to declare any direct or indirect financial interest or general interest in any matter listed in this Agenda.

The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter be discussed.

NB: A Council member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision making procedure relating to the declared matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.

DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Disclosures of Interest Affecting Impartiality are required to be declared and recorded in the minutes of a meeting. Councillors who declare such an interest are still permitted to remain in the meeting and to participate in the discussion and voting on the particular matter. This does not lessen the obligation of declaring financial interests etc. covered under the Local Government Act.

To help with complying with the requirements of declaring Interests Affecting Impartiality the following statement is recommended to be announced by the person declaring such an interest and to be produced in the minutes.

"I (give circumstances of the interest being declared, eg: have a long standing personal friendship with the proponent). As a consequence there may be a perception that my impartiality on this matter may be affected. I declare that I will consider this matter on its merits and vote accordingly".

ACEO S Fletcher declared an impartial interest in Item 10.4 due to his working relationship with both the CEO and the consultant Mr John Phillips.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Present:

Cr HR Thomson	Shire President	Cr T Brown	
Cr T Young	Deputy Shire President	Cr M Trimming	
Cr D Douglas		Sue Dowson	Deputy CEO
Cr P Morrell		Sean Fletcher	Acting CEO

Apologies:

Belinda Knight	Chief Executive Officer
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3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. ANNOUNCEMENTS BY SHIRE PRESIDENT AND/OR DEPUTY PRESIDENT WITHOUT DISCUSSION

Nil

8. CONFIRMATION OF COUNCIL MEETING MINUTES:**8.1. ORDINARY MEETING OF COUNCIL HELD -15/05/2018****COUNCIL DECISION**

Moved Cr Morrell seconded Cr Young that the Minutes of the Ordinary Meeting of Council held 15 May 2018 be confirmed as a true and correct record of proceedings without amendment.

CARRIED 6/0**9. CONFIRMATION OF OTHER MEETING MINUTES:****9.1. COMMUNITY DEVELOPMENT MEETING 25/05/2018****ITEM 7.9 RECOMMENDATIONS TO COUNCIL STAFF DESIGN PROPOSAL ADMINISTRATION OFFICES**

- 1) That Council initiate an investigation regarding the needs of office staff, contractors/consultants and Council concerning office and meeting space
- 2) That Council appoint the Community Development Committee to be the lead driver regarding point 1.

CARRIED**OFFICERS RECOMMENDATION & COUNCIL DECISION - ITEM 7.9 STAFF DESIGN PROPOSAL ADMINISTRATION OFFICES**

Moved Cr Douglas seconded Cr Young that Council;

- 1) Initiate an investigation regarding the needs of office staff, contractors/consultants and Council concerning office and meeting space
- 2) That Council appoint the Community Development Committee to be the lead driver regarding point 1.

CARRIED 6/0**ITEM 7.10 RECOMMENDATION TO COUNCIL AUGUST COMMUNITY WORKSHOP**

- 1) That Council puts forward for 2018/19 Budget up to \$2500 for a facilitator to undertake the Community Workshop regarding the new Strategic Community Plan.
- 2) The scope of the workshop is to include the following;
 - What facilities, resources and services do we need going into the future
 - What has been finished and what has not been completed
 - How to involve the Community in key projects including how to obtain relevant information, feedback and engagement
 - It is anticipated that the workshop would be a half-day session

CARRIED**OFFICERS RECOMMENDATION & COUNCIL DECISION - ITEM 7.10 COMMUNITY DEVELOPMENT COMMITTEE AUGUST COMMUNITY WORKSHOP**

Moved Cr Douglas seconded Cr Young that Council;

- 1) puts forward for 2018/19 Budget up to \$2500 for a facilitator to undertake the Community Workshop regarding the new Strategic Community Plan.
- 2) The scope of the workshop is to include the following;
 - What facilities, resources and services do we need going into the future
 - What has been finished and what has not been completed
 - How to involve the Community in key projects including how to obtain relevant information, feedback and engagement
 - It is anticipated that the workshop would be a half-day session

CARRIED 6/0

(Noted: this matter is for Budget consideration)

10. OFFICER'S REPORTS

10.1. LOTTERY WEST GRANT FUNDING – OUTDOOR EXERCISE EQUIPMENT PROJECT

Proponent	Shire of Woodanilling
Owner	
Location/Address	
Author of Report	Sue Dowson, DCEO
Date of Meeting	19 June 2018
Previous Reports	1 March 2018
Disclosure of any Interest	Nil
File Reference	11.1.9
Attachments	Nil

BRIEF SUMMARY

The 2017/18 Budget quoted an amount of \$25,000 for the Grant application to Lottery West for outdoor fitness equipment, this figure was decided on before the application was submitted. On application to Lottery West the funding application was increased to \$42,400 to accommodate more suitable equipment and an improved design.

BACKGROUND

In 2017 a survey was sent out to the Community to see if there was interest in the Shire installing outdoor fitness equipment. The survey came back with positive results and with some great ideas on types of equipment as well as where the community would like to see it positioned. An application was made to Lottery West for 2 groups of equipment one to be placed at the Recreation Centre and the other at Centenary Park. This application was successful with the amount of \$42,400 being awarded to the Shire for the purchase and installation of the equipment as well as a soft fall base for both sites.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

Section 6.2 – Local Government to prepare Annual Budget. This section explains that in setting the Budget all expenditure, revenue and income of the Shire is to be taken into account unless prescribed otherwise.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The total cost of the Project is \$47,400:

Grant totalling \$42,400 – Cost to Shire \$5,000 (This is the Shires cash contribution to the project, under capital expenditure account 113310 this amount is in the current 17/18 Budget and will need to be carried forward).

There are no in-kind works. The cost of the ground works is included in the Grant Funding.

The capital income account 113510 Outdoor Fitness Equipment will need to be increased from \$25,000 to \$42,400

STRATEGIC IMPLICATIONS

Theme 1

Community Facilities

VISION

- To provide facilities and amenities that meet the communities needs and expectations within Council's ability to fund from rates and external sources
- To ensure access to high quality facilities and services that the community is proud to use and promote

OBJECTIVES

- Enhance the lifestyle of residents through their participation and achievement in sport and recreation (See also Woodanilling Local Recreation Plan – Aug 2003)
- To make our Community a place where people want to come, stay and grow

STRATEGIES

- Future development of facilities is to be continually monitored, progressed and supported where appropriate by various funding sources and by submitting planned and comprehensive capital works programs bids are required
- To ensure our facilities are maintained to a suitable functional standard

This project clearly meets the above criteria.

CONSULTATION/COMMUNICATION

Woodanilling Community (Survey for need of equipment), Community Development Committee (in terms of the additional funding, installation and location of the equipment), Lottery West (advice on the appropriateness of the application), Shire Staff (location of the equipment and on ground works) and Park Fit (Successful quote).

COMMENT

Because the amount received for the grant is \$17,400 more than allocated in the 17/18 Budget for this project Council is requested to amend the income accounts accordingly to reflect the additional funding received.

This project will be carried forward to the 18/19 Budget. This means that the Shires contribution of \$5,000 under account 113310 will also need to be carried forward.

This project will commence in July 2018 due to the 12 week ordering period for the equipment.

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION AND COUNCIL DECISION– ITEM 10.1 LOTTERY WEST GRANT FUNDING – OUTDOOR EXERCISE EQUIPMENT PROJECT

Moved Cr Douglas seconded Cr Young that Council;

- 1) Endorses the Shire receiving \$42,400 from Lottery West for the Outdoor Exercise Equipment Project.
- 2) Amends account 113510 by increasing the budget allocation from \$25,000 to \$42,400.
- 3) Recognises the Outdoor Exercise Equipment Project is carried forward to 2018/19 completion.

CARRIED 6/0

10.2. RECREATIONAL BOATING FACILITIES SCHEME FUNDING FOR QUEEREARRUP LAKE TOILET AND SHELTER FACILITIES

Proponent	Shire of Woodanilling
Owner	
Location/Address	
Author of Report	Sue Dowson, DCEO
Date of Meeting	19 June 2018
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	11.1.23
Attachments	Nil

BRIEF SUMMARY

The Shire has been successful in receiving grant funding from the Recreational Boating Facilities Scheme for additional infrastructure at Queerearrup Lake. There is no provision for this funding to be included in the 17/18 Budget. The purpose of this item is to seek council's endorsement for the funding and the project.

BACKGROUND

Back in mid-January we were advised that the next round of Recreational Boating Facilities Scheme funding was available, and these closed on the first week of February. An application for additional facilities at the Lake, including more shelters, toilets, etc. was submitted. This application was successful and \$52,551 has been approved.

Ideally consultation with local residents and Council on this funding opportunity would have been appropriate prior to the application being submitted but with no meeting in January, and such an extremely short timeframe to get an application together, there was just not enough time. The application was successful and community engagement will need to take place.

Now that the grant application has been successful, a working group needs to be formed and sort out exactly what the community would like to see at the lake, and where it would best be placed. The application included a new toilet, another BBQ and shelter, additional undercover seating, and another rainwater tank.

The Community Development Committee considered this matter at its meeting on 25th May 2018 and made the following recommendations:

7.4 RECOMMENDATION TO COUNCIL RECREATIONAL BOATING FACILITIES SCHEME FUNDING LAKE QUEEREARRUP LAKE SHELTER AND TOILET FACILITIES

Moved Cr Young seconded Cr Morrell that;

1. The Committee support the funding received of \$52,551 and the implementation of the Recreational Boating Facilities Scheme Funding Lake Queerearrup Lake Shelter and Toilet Facilities project.
2. That a working group is formed to decide on the placement of infrastructure at Lake Queerearrup through the successful Grant Funding from DOT and that Cr Douglas, Deputy CEO Sue Dowson form a group and Cr Douglas approach Graham Treloar, Sally VerMeulen and Steven Conning to be part of this group.

CARRIED 6/0

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

Section 6.2 – Local Government to prepare Annual Budget. This section explains that in setting the Budget all expenditure, revenue and income of the Shire is to be taken into account unless prescribed otherwise.

Section 9.49 (2) and (3) Affixing the Common Seal. Department of Transport requires a fixing of the Common Seal.

POLICY IMPLICATIONS

Policy 84 – Community Engagement - To guide the Shire on an appropriate method of engagement with the Community.

FINANCIAL IMPLICATIONS

As this funding was not available to the Shire until January 2018 this item was not included in the 2017/18 Budget and was received after the completion of the Budget Review.

BREAKDOWN OF PROJECT COST

The total cost of the project is \$70,068. This is broken down as follows.

Grant amount of \$52,551

Shire Contribution of \$17,517 (Shire contribution to the Project consisting of in-kind ground works)

ADJUSTMENT TO ACCOUNTS

This funding will be allocated to Capital Expenditure Account 111310 (current \$0)

This project will be undertaken in 18/19.

STRATEGIC IMPLICATIONS**Theme 1****Community Facilities****VISION**

- To provide facilities and amenities that meet the communities needs and expectations within Council's ability to fund from rates and external sources
- To ensure access to high quality facilities and services that the community is proud to use and promote

OBJECTIVES

- Enhance the lifestyle of residents through their participation and achievement in sport and recreation (See also Woodanilling Local Recreation Plan – Aug 2003)
- To make our Community a place where people want to come, stay and grow

STRATEGIES

- Future development of facilities is to be continually monitored, progressed and supported where appropriate by various funding sources and by submitting planned and comprehensive capital works programs bids are required
- To ensure our facilities are maintained to a suitable functional standard

Theme 2**Environment****VISION**

- To protect and enhance the key natural and cultural assets of the Shire

OBJECTIVES

- To understand the need to protect the natural and cultural values for present and future generations
- To ensure our natural resource management (NRM) decisions and aims are in reference to the Wagin Woodanilling Landcare Zone Action Plan

This project is relevant regarding the above themes as it will provide further recreational infrastructure suitable for those who use Lake Queerearrup and is also environmentally acceptable.

CONSULTATION/COMMUNICATION

Department of Transport (Appropriateness of the grant application) Installers of equipment (Quotes), Shire Staff (ground works) Community Development Committee (Regarding the level of community consultation required)

COMMENT

As the Shire has received the funding and the Project will not commence until 18/19, Council is requested to:

1. Endorse receiving the funds as per the recommendation of the Community Development Committee.
2. Allocate the funds received from the Department of Transport to Capital Account – 111310.
3. Endorses the action of the Community Development Committee to form a working group to decide on the placement of the infrastructure at Lake Queerearrup.
4. Resolve to apply the Common Seal to the grant agreement.
5. Resolve that this project is carried forward to the 18/19 Budget.

VOTING REQUIREMENTS

Simple Majority

7.4 RECOMMENDATION TO COUNCIL RECREATIONAL BOATING FACILITIES SCHEME FUNDING LAKE QUEEREARRUP LAKE SHELTER AND TOILET FACILITIES

- 1) The Committee support the funding received of \$52,551 and the implementation of the Recreational Boating Facilities Scheme Funding Lake Queerearrup Lake Shelter and Toilet Facilities project.
- 2) That a working group is formed to decide on the placement of infrastructure at Lake Queerearrup through the successful Grant Funding from DOT and Cr Douglas, Deputy CEO form a group and Cr Douglas approach Graham Treloar, Sally VerMeulen and Steven Conning to be part of this group.

CARRIED 6/0

OFFICERS RECOMMENDATION & COUNCIL DECISION - ITEM 7.4 RECREATIONAL BOATING FACILITIES SCHEME FUNDING LAKE QUEEREARRUP LAKE SHELTER AND TOILET FACILITIES

Moved Cr Young seconded Cr Morrell that Council;

- 1) The Committee support the funding received of \$52,551 and the implementation of the Recreational Boating Facilities Scheme Funding Lake Queerearrup Lake Shelter and Toilet Facilities project.
- 2) That a working group is formed to decide on the placement of infrastructure at Lake Queerearrup through the successful Grant Funding from DOT and Cr Douglas, Deputy CEO form a group and Cr Douglas approach Graham Treloar, Sally VerMeulen and Steven Conning to be part of this group

CARRIED 6/0

Note that the DCEO amended her recommendation regarding 7.4 (2) Cr Douglas and Deputy CEO be added into the working group.

OFFICERS RECOMMENDATION & COUNCIL DECISION - ITEM 10.2 RECREATIONAL BOATING FACILITIES SCHEME FUNDING FOR QUEEREARRUP LAKE TOILET AND SHELTER FACILITIES

Moved Cr Young seconded Cr Morrell that Council;

- 1) Allocate the funds received from the Department of Transport to Capital Account 111310
- 2) In accordance with the Section 9.49 (2) and (3) authorises the Shire President and the CEO to apply the Common Seal to the Recreational Boating Facilities Scheme Funding Agreement.
- 3) Includes the Project Funding of \$70,068 in the 2018/19 Budget

CARRIED 6/0

10.3. WESTERN POWER BUSHFIRE WATER TANK FUNDING

Proponent	Shire of Woodanilling
Owner	
Location/Address	
Author of Report	Sue Dowson, DCEO
Date of Meeting	19 th June 2018
Previous Reports	27 th March 2018
Disclosure of any Interest	Nil
File Reference	5.1.14
Attachments	Nil

BRIEF SUMMARY

A Western Power Grant was applied for to provide water storage tanks for the Central Brigade and the Glencoe Brigade. The grant application was successful to the amount of \$7,099 the grant allocation allows for 1 x 30,000l tank and 1 x 38,000l tank. Both tanks are to be placed on Shire land; the brigades are yet to inform the Shire of their proposed location.

BACKGROUND

Western Power offers grant funding to Bush Fire Brigades annually. The funding is up to \$5000 and is open to Western Australian Volunteer Bush Fire Brigades in preparation for the upcoming bushfire season. The funding is for purchasing essential firefighting equipment that will help keep communities safe. This Funding opportunity has been available to the Bush Fire Brigade's since 2007.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

Section 6.2 – Local Government to prepare Annual Budget. This section explains that in setting the Budget all expenditure, revenue and income of the Shire is to be taken into account unless prescribed otherwise.

Section 9.46 - Things may be alleged to be property of Local Government - This section deals with land or anything else that belongs to the Shire or has vested control.

Regulation 5 of the Local Government Uniformed Local Provisions Regulations.- A Person must not without lawful authority interfere with the soil of or anything on land that is Local Government property.

POLICY IMPLICATIONS

Section 5.4 Procurement – Bushfire Brigade Guidelines 2018 –The Shire of Woodanilling is responsible for the maintenance of all Bush Fire Brigade appliances, equipment, facilities as well as operational costs relating to the brigade.

FINANCIAL IMPLICATIONS

The total cost of the Project is \$7099

Grant funding \$7099.00 no contribution required from the Shire

There are no in-kind works, it is assumed that the Bush Fire Brigade will undertake all installations.

The Income account 051200 Income Relating to Fire Prevention will need to be increased from the current allocation of \$88,617.87 to \$95,716.87.

STRATEGIC IMPLICATIONS

Theme 3

Law & Order

GOALS

Short Term

LO.2 Implementation of Fire Management Plan adopted recommendations including, but not limited to: -Policies -Committee-Consideration of Town Brigade

LO.6 Local Emergency Management to ensure preparedness for local emergencies**CONSULTATION/COMMUNICATION**

CESM Cindy Pearce (Application writer) Jason Cronin (Glencoe Brigade) Ian Garstone (Central Brigade)

The water tanks were discussed at the BFAC meeting 27th March 2018 where it was suggested that there was a need regarding the Glencoe and Central Brigades and that the CESM was to be provided with the site location Quotes and reason why.

The reasons given for the need for bush fire water storage tanks was that due to drying conditions in recent years and the lack of water sources available, the tanks will increase the Bush Fire Brigades ability to easily access water to control fires in and around the Glencoe and Central areas.

COMMENT

As the Shire has received the Funds it is now up to the Brigades to determine the best use and location for each tank and the water source.

Council needs to resolve to endorse receiving the funds from Western Power so that the Budget can be amended for 17/18 and thus allow the funds to be carried forward for 18/19.

The funding requirements are for the tanks to be located on Shire land, as this is public property the Shire will need to be satisfied as to the locations.

The author has noted that there are no plans in place for maintaining water in the tanks however Glencoe Brigade has stated that they will fill and maintain the tank that is located in their area.

Locations for the tanks have been investigated, Whispering Winds where the Central Brigade Tank is to be located has several fire access tracks that could accommodate a tank. The Glencoe Brigade tank location requires further investigation as the only suggested location is at a historical site.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION AND COUNCIL DECISION– ITEM 10.3 WESTERN POWER BUSHFIRE WATER TANK FUNDING

Moved Cr Douglas seconded Cr Morrell that Council;

- 1) Endorse the Shire receiving the \$7,099 from Western Power for the Bush Fire Water Tanks for the Central and Glencoe Brigades.
- 2) Amend account 051200 by increasing the allocation from \$88,617.87 to \$95,716.87
- 3) Requires the applicants to advise the CEO on what they have determined as the best use and location for each tank and where they will source water for the tanks.

CARRIED 6/0

10.4. CEO PERFORMANCE REVIEW – CHANGE OF DATE

Proponent	Belinda Knight, CEO
Owner	N/A
Location/Address	
Author of Report	Sean Fletcher, Acting CEO
Date of Meeting	19 June 2018
Previous Reports	10.4 – 15 May 2018
Disclosure of any Interest	Impartial – Acting CEO Mr Fletcher has a professional working relationship with Ms Knight and Mr Phillips.
File Reference	EMP70
Attachments	Nil

BRIEF SUMMARY

Council is requested to change the date regarding the conducting of the CEO' performance review

BACKGROUND

At its meeting on 15 May 2018, Council resolved to undertake the CEO's performance review as follows:

COUNCIL DECISION – ITEM 10.4 CEO PERFORMANCE REVIEW PROPOSAL & QUOTES

Moved Cr Morrell seconded Cr Brown that Council:

- Accepts the quote from *John Phillips Consulting* for \$2,750 plus meals and accommodation.
- Authorises the total cost of the review being \$2,750 plus meals and accommodation.
- Requests the CEO Review Panel to complete the CEO Performance Review by 30/06/2018

CARRIED BY AN ABSOLUTE MAJORITY OF 6/0

However, the CEO advised Council in her weekly update to councillors on 17 May 2018 that due to time constraints John Phillips (John Phillips Consulting) has now pencilled in the week of 9 July 2018 to undertake the review. Mr Phillips has allowed two to three days to complete the review. Given the change of date, Council will need to resolve to approve the extension of time at today's meeting.

STATUTORY/LEGAL IMPLICATIONS***Local Government Act S5.38. - Annual review of certain employees' performances***

The performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.

POLICY IMPLICATIONS

Policy 102 – CEO Performance Appraisal. This policy outlines the process used by Council and the CEO to undertake the CEO's performance review. The relevant section applicable regarding the change in date is:

1. Establish Review Procedures:

- (a) Council, in conjunction with the CEO, to set the date for the performance review.

FINANCIAL IMPLICATIONS

The change in date has no financial impact on this matter.

STRATEGIC IMPLICATIONS

Theme 3: Civic Leadership

CONSULTATION/COMMUNICATION

The CEO advised Council in her weekly update dated 17 May 2018 that a change in date will be required.

COMMENT

The CEO is agreeable to the change in date. The author suggests that the performance review period now has a completion date of Friday 14 July 2018.

VOTING REQUIREMENTS

Simple Majority

**OFFICER'S RECOMMENDATION AND COUNCIL DECISION– ITEM 10.4 CEO PERFORMANCE REVIEW
CHANGE OF DATE.**

Moved Cr Morrell seconded Cr Trimming that Council in accordance with Policy 102 – CEO Performance Appraisal:

- Agrees to the request by John Phillips Consulting to change the completion of the CEO Performance Review date from 30 June 2018 to Friday 14 July 2018.
- Requests the CEO Review Panel to complete the CEO Performance Review by Friday 14 July 2018.

CARRIED 6/0

10.5. COMMUNICATION IMPROVEMENTS – DIGITAL INFRASTRUCTURE AUDIT (4WDL)

Proponent	4WDL
Owner	N/A
Location/Address	
Author of Report	Sean Fletcher, Acting CEO
Date of Meeting	19 June 2018
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	
Attachments	Nil

BRIEF SUMMARY

Council is requested as part of a communications project proposed by 4WDL to allocate \$2,000 in the 2018/2019 Shire Budget for the undertaking of a passive audit and digital census aimed at identifying solutions to improve digital data download capability throughout the Woodanilling District.

BACKGROUND

Despite the roll out of the NBN and the implementation of additional mobile phone towers to address mobile and data shortcomings experienced in the region, the Shire of Woodanilling and others are still experiencing far from ideal internet connectivity.

A report in the Australian on 11 June 2018 stated that a survey of 958 Australians on the NBN found 34 per cent would revert to their pre-NBN service if they had the option, with the leading reason being their previous connection was faster or more reliable followed by complaints regarding the cost of the service. The Telecommunications Industry Ombudsman's latest six-month report for the period July – December 2017 revealed in Western Australia that there were 7,381 valid complaints regarding the NBN, an increase of 36.5% experienced for the same period in 2016. Of these, 30.4% of complaints were to do with mobile phone services and 30.3% to do with internet services. Of the total number of complaints, 11.7% were lodged by small business and 88% by residential consumers.

Under the 4WDL Strategic Plan 2018 – 2020, communication is identified as a priority area of focus as set out in Graphic 1:

	Communications	Water Security	Housing
Project	Improved internet and mobile connectivity in areas of poor service	Increased water security and reduced reliance on current systems	Short and Long Term Accommodation
Action	To investigate the development of a Business Case for a Communications solution to poor internet and mobile connectivity	Investigate water supply and water security issues across the VROC region and prepare a report on future options	Undertake a needs analysis and prepare a Business Case for the provision of short and long term accommodation
Project Lead	Jeff McKeown, Shire of Wagin	Matthew Giffellon, Shire of Dumbleyung	Belinda Knight, Shire of Woodanilling
Success Indicators	1. A Business Case is developed 2. Grant funding is obtained 3. Successful project completed	1. A report is presented to 4WDL VROC to determine the viability of a Water Security project	1. A Business Plan is adopted

Graphic 1: Excerpt from 4WDL Strategic Plan 2018 -2020

At the 4WDL meeting in Darkan on 12 April 2018, Leigh Ballard from Crisp Communications gave a presentation regarding exploring the opportunities for internet connectivity improvements (data access and download) across the group's six member local governments.

In particular, Mr Ballard explained how his company Crisp Wireless is rolling out cost effective installations to improve connectivity in communities:

- Fibre is connected to the main tower, which has a signal range of 300kms (cost \$300,000);
- Repeater towers are installed and have line of site up to 15kms (cost \$100,000);
- Each tower is self-contained and uses solar batteries. So a mains connection is not required;
- Need two hundred people to make the solution viable;
- The suitability of this system regarding smart farming and other uses including: tracking stock, pet tracking, water management, smoke alarms, rubbish monitoring, virtual fencing, the better use of CCTV and so on. Funding can be accessed through regional farm grants. Crisp are currently considering a project based in Katanning with a two "hop" solution through to Dumbleyung.

Mr Ballard then explained how this concept has been rolled out in the North Eastern Wheatbelt Region of Councils (NEWROC) group. The main tower is installed in Merredin with the signal bounced out over 150kms to at least seven repeater towers installed across the NEWROC group.

Following on from this meeting, Heidi Cowcher from the Shire of Williams contacted Jim Wyatt from Optima Digital regarding a feasibility study or a review of the digital infrastructure that exists within the 4WDL group of shires. Mr Wyatt proposed two options:

Option One – Passive Audit

Option One is a combination quote covering all of the Shires under the 4WDL group, for a passive audit and assessment of the Digital Infrastructure status. This will include a level of identification of the prospective deficiencies and options to address this but will not include detailed analysis supporting a feasibility model for actioning improvements. This is very much a desktop audit regarding existing infrastructure and gap analysis using existing mapped data.

Option Two – Passive Audit and Conducting of Digital Census

Option two will include the passive assessment as outlined in option one and the conduct of a Digital Census (for that shire) to gauge the level of market need and deficiencies that would be served through investment in improvements. This would also draw out other benefits and value propositions, to support a feasibility case for a new entrant to come and address the needs of the Shire. The census would focus on separate positions of households and businesses, across the Shire and leverage this to build a business case for action. This would also provide the Shire with the basis for considering its own Shire Digital Action Plan and identify any requirements for addressing digital literacy and participation, which may be below the national average.

Given the recent announcements by the Minister for Regional Development (State) in relation to funding for improved connectivity to support smart farming (The Digital Farm Fund) and the establishment of the Regional New Business Innovation program (Commonwealth), the conduct of the census would provide the Shire with a basis to consider leveraging either of these programs. The current Minister for Regional Development, Minister MacTiernan is strongly advocating for the use of telecommunication solutions that will dramatically improve smart farming for regional WA.

The response from Mr Wyatt was considered at the 4WDL CEO's meeting on 2 May 2018. The matter was then referred by the CEO's group to the main 4WDL meeting in Woodanilling on 12 June 2018 for consideration. At this meeting, Mr Wyatt explained how option one would work as described above. However, it does not include the level of information that telecommunication providers (telcos) require to make a decision outside of funding provide through government funded programs. Option two has been conducted in South Australia, Victoria and New South Wales with very good results. In fact, in South Australia the Murray District local governments had their connectivity issues addressed at nil cost (\$11M worth of installations) by the telco concerned using the approach conducted through option two. My Wyatt also explained that simple solutions have included changing mobile phone tower out put from

3G to 4G which has dramatically improved and addressed some black spot areas, the implementation of micro solutions instead of a full on mobile phone tower (e.g. micro towers, antennas and so on) and putting additional data solutions provided by private data solution providers (such as Crisp Solutions) on existing mobile phone towers.

Mr Wyatt went on to explain that he is currently conducting a data census at the Shire of Gnowangerup, the first local government in Western Australia to undertake this approach. He advised that the census to date has revealed key information regarding smart farming throughout the Gnowangerup District including that 34% of farmers are using drones to help improve their farming practices.

The group accordingly resolved that this matter is taken back to each member shire for consideration by their respective Council's regarding the undertaking of option two. The Shire of Williams will coordinate the project.

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Option One – Passive Audit: \$500 per participating member.

Option Two – Passive Audit and Conducting of Digital Census: \$2,000 per participating member.

The amount required from the Shire to undertake option two is \$2,000 (GST ex). This can be allocated to the 2018/19 Budget as the funds are not required at this point in time.

STRATEGIC IMPLICATIONS

Theme 1 – Social Community Well Being

CW.9 Encourage the establishment of new businesses by providing a link to available resources, incentives and possible physical structures.

CW.12 Encourage programs, activities and/or facilities that promote tourism to assist with the sustainability of local businesses.

CONSULTATION/COMMUNICATION

- 4WDL Meeting 12 April 2018
- Outcomes from April 4WDL meeting regarding the NEWROC data and internet connectivity solution - issued to councillors in the weekly update email on 13 April 2018
- 4WDL Meeting 12 June 2018

COMMENT

The issue going forward for the Shire of Woodanilling, which is also the same for others in the region, is the conflict between data download undertaken by the community and how this impacts on mobile phone coverage. In other words, more and more people are using their mobile phones to access data (either directly over the mobile phone or using the phone as a hot spot that a tablet or other device can connect to and download data), or their tablets directly. This is what typically leads to poor local mobile phone tower performance.

The data census will tease out not just the current usage, but the predicted data usage required going forwards. The current issue is very much one of where the NBN solutions rolled out for the regions is a residential focussed solution, when the reality is that the regions are mainly business focussed due to the key economic activity undertaken e.g. farming, mining, tourism and so on.

The author is satisfied that option two will be of strong benefit to the Shire of Woodanilling in that it will provide the key data for a business case that funding providers and telcos require to provide higher than normal communications infrastructure investment. Given that 4WDL is very much in favour of

undertaking such a program together, it will make it easier to secure funding for such a project both from the State and Commonwealth governments.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION AND COUNCIL DECISION ITEM 10.5 COMMUNICATION IMPROVEMENTS – DIGITAL INFRASTRUCTURE AUDIT (4WDL)

Moved Cr Young seconded Cr Douglas that Council:

1. Through the CEO advises 4WDL that it supports the undertaking of Option Two – Passive Audit and Digital Census for the Shire of Woodanilling, including:
 - a. Supports the Shire of Williams as the project lead for facilitating Option Two; and
 - b. Will allocate \$2,000 towards the undertaking of Option Two for the Shire of Woodanilling.
2. Puts forward for inclusion in the 2018/2019 Shire Budget an allocation of \$2,000 for the undertaking of Option Two – Passive Audit and Digital Census for the Shire of Woodanilling.

CARRIED 6/0

11. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED**11.1.COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD – 01/05/2018 – 13/06/2018**

Cr Young attended the 4WDL meeting held 12/06/2018 in Woodanilling. Cr Young reported on the meeting, the major items noted were the lack of support from Telecommunication providers as to installing mobile towers on highways and the inclusion of Volunteer Support Officers provided by DFES to assist the community, these positions are in place to assist the CESM's and for those Local Governments that don't have CESM's.

Cr Trevor Young attended the WWLZ meeting held 13/06/2018 in Wagin. Cr Young reported on the meeting and the major items noted were staffing changes and future funding applications.

12. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. MOTIONS WITHOUT NOTICE BY PERMISSION OF THE COUNCIL**13.1.COUNCILLORS AND /OR OFFICERS**

Nil

14. ITEMS FOR DISCUSSION**14.1. ITEM FOR DISCUSSION**

Nil

15. INFORMATION ITEMS**15.1.ADOPTION OF INFORMATION REPORTS****RECOMMENDATION – INFORMATION REPORT 19/06/2018**

Moved Cr Douglas seconded Cr Morrell that Council endorses the information contained in the following information reports.

CARRIED 6/0

15.2.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD 01/05/2018 – 31/05/2018

Nil financial reports due to the CEO being on leave.

15.3.MONTHLY RATES REPORTS – FOR THE PERIOD ENDING – 31/05/2018

OUTSTANDING RATES	31/05/2018
Description	Balance
Rates	\$ 25,755.97
Legal charges	\$ 1,666.20
Penalty charges	\$ 7,913.95
Other Charges	\$ -
Instalment admin Fee	\$ 47.06
Instalment interest	\$ 91.97
Fire breaks	\$ 1,784.00
ESL Penalty	\$ 418.48
Sub total	\$ 37,677.63
Rubbish removal	\$ 1,706.42
Sub total	\$ 1,706.42
ESL	\$ 2,780.06
Sub total	\$ 2,780.06
Rates paid in advance	-\$ 10,167.04
Sub total	-\$ 10,167.04
Grand total	\$ 31,997.07

SUNDRY DEBTORS OUTSTANDING 90 DAYS OR GREATER

CLIENT #	DETAILS	AMOUNT
84	Wongi Advertising	\$60.00
46	Wongi Advertising	\$165.00
62	Wongi Advertising	\$330.00
31	Private Rental service charge	\$35.30
86	Pound Fee	\$60.00
20384	Block Slashing fees	\$621.36
90498	Slashing & legal fees	\$2342.15
9	Block Slashing as per firebreak notice	172.90
57	Planning Fee	939.68
805	Wongi Advertising	288.21
83	Aged Unit service charge	\$19.17
	Under and overs	\$1.98
	Total	\$5035.77

TOTAL SUNDRY DEBTORS OUTSTANDING

30 DAYS AND LESS	60 DAYS	90 DAYS OR GREATER	TOTAL
\$23272.12	\$8475.32	\$5035.77	\$36783.21

15.4.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD 01/05/2018 – 31/05/2018

Chq/EFT	Date	Name	Description	Inv Amtq	Payment Amt
EFT2898	03/05/18	Wagin Truck Centre	Parts		\$ 6.83
	23/04/18		Parts	\$ 6.83	
EFT2899	03/05/18	Dwanie Cooper	Payroll deductions		\$ 170.00
	02/05/18		Payroll deductions	\$ 170.00	
EFT2900	03/05/18	Premier Smash Repairs	Windscreen		\$ 433.96
	19/04/18		Windscreen	\$ 433.96	
EFT2901	03/05/18	Sandra Williamson	Cleaning contract		\$ 525.00
	22/04/18		Cleaning contract	\$ 525.00	
EFT2902	03/05/18	LO-GO Appointments	Health Consultant		\$ 548.38
	21/04/18		Health Consultant	\$ 548.38	
EFT2903	03/05/18	Synergy	Lot 374 Yairabin St		\$ 2,846.16
	17/04/18		Lot 374 Yairabin St	\$ 959.55	
	17/04/18		25 Carlton St	\$ 44.30	
	17/04/18		Mens Shed	\$ 91.00	
	17/04/18		Salmon Gum Biomax	\$ 294.45	
	17/04/18		U CS 8 Cardigan St	\$ 35.30	
	17/04/18		Lot 118 Robinson Rd	\$ 23.45	
	17/04/18		Lot 219 Robinson Rd	\$ 311.85	
	17/04/18		Lot 86 Depot Rd	\$ 461.25	
	17/04/18		Loc 18060 Robinson Rd	\$ 625.00	
EFT2904	03/05/18	Staff Lotto	Payroll deductions		\$ 65.00
	02/05/18		Payroll deductions	\$ 65.00	
EFT2905	03/05/18	Katanning Glazing & Security	Security code change		\$ 220.00
	30/04/18		Security code change	\$ 220.00	
EFT2906	03/05/18	PCS	Server		\$ 1,480.00
	19/04/18		Scanner	\$ 255.00	
	24/04/18		Server	\$ 1,140.00	
	30/04/18		Software support	\$ 85.00	
EFT2907	03/05/18	Hitachi	Parts		\$ 14.47
	26/04/18		Parts	\$ 14.47	
EFT2908	03/05/18	Landgate	Rural UV valuations		\$ 3,827.48
	11/04/18	Landgate	Rural UV valuations	\$ 3,827.48	
EFT2909	03/05/18	Albany Best Office Systems	Copier contract		\$ 354.61
	30/04/18		Copier contract	\$ 354.61	
EFT2910	03/05/18	Great Southern Waste Disposal	Household rubbish removal		\$ 3,333.90
	09/04/18		Household rubbish removal	\$ 3,333.90	
EFT2911	03/05/18	Staff Christmas Club	Payroll deductions		\$ 487.00
	02/05/18		Payroll deductions	\$ 487.00	
EFT2912	03/05/18	RSPCA WA	Payroll deductions		\$ 5.00
	02/05/18		Payroll deductions	\$ 5.00	
EFT2913	11/05/18	Dwanie Cooper	Payroll deductions		\$ 170.00
	09/05/18		Payroll deductions	\$ 170.00	
EFT2914	11/05/18	BW Truck Parts	Parts		\$ 1,863.98
	13/03/18		Parts	\$ 158.40	
	29/03/18		Parts	\$ 24.90	
	15/02/18		Parts	\$ 157.18	
	08/03/18		Parts	\$ 1,320.00	
	08/03/18		Parts	\$ 93.50	
	08/03/18		Parts	\$ 110.00	
EFT2915	11/05/18	Lush Fire & Planning	Planning Services		\$ 715.00
	04/05/18		Planning Services	\$ 715.00	

EFT2916	11/05/18	Sandra Williamson	Cleaning contract		\$ 525.00
	29/04/18		Cleaning contract	\$ 525.00	
EFT2917	11/05/18	LO-GO Appointments	Health Consultant		\$ 1,340.63
	03/03/18		Health Consultant	\$ 721.88	
	10/03/18		Health Consultant	\$ 618.75	
EFT2918	11/05/18	GP Services	Materials		\$ 2,129.50
	09/04/18		Materials	\$ 2,129.50	
EFT2919	11/05/18	Albany Records Management	Archive box disposal		\$ 1,287.88
	30/04/18		Archive box disposal	\$ 1,287.88	
EFT2920	11/05/18	Katanning Stock & Trading	Materials		\$ 37.85
	01/05/18		Materials		
EFT2921	11/05/18	BKW Cooperative	Refreshments		\$ 176.36
	06/04/18		Materials	\$ 16.50	
	20/04/18		Refreshments	\$ 90.41	
	28/04/18		Hand mixer	\$ 39.00	
	28/04/18		Materials	\$ 34.45	
	01/05/18		Gas bottle	\$ 29.00	
EFT2922	11/05/18	Blights Auto Electrics	Air con regas		\$ 421.50
	19/03/18		Air con regas	\$ 307.50	
	26/03/18		Reverse camera	\$ 114.00	
EFT2923	11/05/18	Courier Australia	Freight	\$ 10.44	\$ 10.44
	04/05/18		Freight		
EFT2924	11/05/18	Staff Lotto	Payroll deductions		\$ 65.00
	09/05/18		Payroll deductions	\$ 65.00	
EFT2925	11/05/18	GSFS	Bulk diesel		\$ 11,459.00
	11/04/18		Bulk diesel	\$ 4,754.37	
	20/04/18		Bulk diesel	\$ 4,754.37	
	30/04/18		Fuel card purchases	\$ 1,744.57	
	12/04/18		Materials	\$ 205.69	
EFT2926	11/05/18	Great Southern Toyota	Parts		\$ 100.00
	18/04/18		Parts	\$ 100.00	
EFT2927	11/05/18	Hitachi	Parts		\$ 165.53
	02/05/18		Parts	\$ 165.53	
EFT2928	11/05/18	Westrac	Parts		\$ 1,246.85
	18/04/18		Parts	\$ 1,246.85	
EFT2929	11/05/18	Tyrepower Katanning	Battery		\$ 360.00
	16/04/18		Battery	\$ 360.00	
EFT2930	11/05/18	Staff Christmas Club	Payroll deductions		\$ 487.00
	09/05/18		Payroll deductions	\$ 487.00	
EFT2931	11/05/18	RSPCA WA	Payroll deductions	\$ 5.00	\$ 5.00
	09/05/18		Payroll deductions	\$ 5.00	
EFT2932	18/05/18	Dwaine Cooper	Payroll deductions		\$ 170.00
	16/05/18		Payroll deductions	\$ 170.00	
EFT2933	18/05/18	BW Truck Parts	Parts		\$ 28.70
	20/04/18		Parts	\$ 28.70	
EFT2934	18/05/18	Wagin Baptist Church	Training & catering		\$ 1,100.00
	05/01/00		Training & catering	\$ 1,100.00	
EFT2935	18/05/18	Sandra Williamson	Cleaning contract		\$ 252.00
	06/05/18		Cleaning contract	\$ 525.00	
EFT2936	18/05/18	QFH Multiparts	Materials		\$ 432.76
	09/04/18		Materials	\$ 369.89	
	17/04/18		Fittings	\$ 47.26	
	13/04/18		Materials	\$ 15.61	
EFT2937	18/05/18	Synergy	Street lighting		\$ 65.55

	03/05/18		Loc 149 Shenton Rd	\$ 34.05	
	03/05/18		Loc 2771 Fowlers Rd	\$ 62.90	
	02/05/18		Street lighting	\$ 562.60	
EFT2938	18/05/18	Woodanilling Store	Groceries and fuel		\$ 219.25
	01/04/18		Groceries and fuel	\$ 219.25	
EFT2939	18/05/18	Staff Lotto	Payroll deductions		\$ 65.00
	16/05/18	Staff Lotto	Payroll deductions	\$ 65.00	
EFT2940	18/05/18	Cut-N-Cote	Materials		\$ 108.78
	11/04/18		Materials	\$ 51.71	
	11/04/18		Materials	\$ 30.20	
	16/04/18		Materials	\$ 26.87	
EFT2941	18/05/18	BOC Gases Australia	Gases		\$ 23.65
	28/04/18		Gases	\$ 23.65	
EFT2942	18/05/18	Staff Christmas Club	Payroll deductions		\$ 487.00
	16/05/18		Payroll deductions		
EFT2943	18/05/18	RSPCA WA	Payroll deductions		\$ 5.00
	16/05/18		Payroll deductions	\$ 5.00	
EFT2944	18/05/18	Widespread Contracting	Fire mitigation		\$ 8,756.00
	04/05/18		Fire mitigation	\$ 6,226.00	
	15/05/18		Tree removal	\$ 550.00	
	15/05/18		Excavator Hire	\$ 1,980.00	
EFT2945	18/05/18	T & S Freight	Freight, parts		\$ 185.97
	30/04/18		Freight, parts	\$ 185.97	
EFT2946	21/05/18	Dallywater Consulting	Consultant EHO		\$ 3,064.60
	14/05/18		Consultant EHO	\$ 3,064.60	
EFT2947	28/05/18	Dwaine Cooper	Payroll deductions		\$ 170.00
	23/05/18		Payroll deductions	\$ 170.00	
EFT2948	28/05/18	SOS Welding & Engineering Supplies	Parts		\$ 306.06
	01/05/18		Parts	\$ 306.06	
EFT2949	28/05/18	Tudor House (WA)	Banner for WPS		\$ 126.50
	02/05/18		Banner for WPS	\$ 126.50	
EFT2950	28/05/18	Sandra Williamson	Cleaning Contract		\$ 525.00
	13/05/18		Cleaning Contract	\$ 525.00	
EFT2951	28/05/18	LO-GO Appointments	Consultant EHO		\$ 2,268.76
	28/04/18		Consultant EHO	\$ 343.75	
	12/05/18		Consultant EHO	\$ 1,409.38	
	05/05/18		Consultant EHO	\$ 515.63	
EFT2952	28/05/18	Hempfield Small Motors	Water Pump		\$ 1,809.70
	05/04/18		Water Pump	\$ 1,809.70	
EFT2953	28/05/18	Filters Plus WA	Parts		\$ 512.16
	10/04/18		Parts	\$ 294.80	
	09/04/18		Parts	\$ 217.36	
EFT2954	28/05/18	Pumps Australia	Materials		\$ 544.50
	24/04/18		Materials	\$ 544.50	
EFT2955	28/05/18	Canopies WA	Tailgate		\$ 165.00
	11/05/18		Tailgate	\$ 165.00	
EFT2956	28/05/18	Palpable Massage Therapy	Staff remedial		\$ 224.00
	07/05/18		Staff remedial	\$ 224.00	
EFT2957	28/05/18	WALGA	Tree Health Resilience Forum		\$ 88.00
	27/04/18		Tree Health Resilience Forum	\$ 88.00	
EFT2958	28/05/18	Staff Lotto	Payroll deductions		\$ 60.00
	23/05/18		Payroll deductions	\$ 60.00	
EFT2959	28/05/18	JR & A Hersey	Materials		\$ 532.56
	09/04/18		Materials	\$ 160.05	

	30/04/18		First aid sticker	\$ 8.80	
	07/05/18		Materials	\$ 363.71	
EFT2960	28/05/18	Lincolns	Audit 30 June 2017		\$ 13,415.60
	14/05/18		Audit 30 June 2017	\$ 13,415.60	
EFT2961	28/05/18	Terry Brown and Co	Converter dolly hitch		\$ 1,023.00
	30/04/18		Converter dolly hitch	\$ 1,023.00	
EFT2962	28/05/18	Lotex Filter Cleaning Service	Filter Cleaning		\$ 336.34
	30/04/18		Filter Cleaning	\$ 198.40	
	20/04/18		Filter Cleaning	\$ 137.94	
EFT2963	28/05/18	Winc	Stationary		\$ 203.43
	14/05/18		Stationary	\$ 191.70	
	14/05/18		A5 Diary	\$ 11.73	
	28/05/18	PCS	Software support		\$ 510.00
	10/05/18		Software Support	\$ 170.00	
	24/05/18		Software support	\$ 340.00	
EFT2965	28/05/18	Great Southern Toyota	Parts		\$ 109.99
	27/04/18		Parts	\$ 109.99	
EFT2966	28/05/18	Landgate	Valuation Roll 2018		\$ 168.25
	27/04/18		Valuation Roll 2018	\$ 168.25	
EFT2967	28/05/18	Great Southern Waste Disposal	Household rubbish removal		\$ 2,444.40
	02/05/18		Household rubbish removal	\$ 2,444.40	
EFT2968	28/05/18	Staff Christmas Club	Payroll deductions		\$ 447.00
	23/05/18		Payroll deductions	\$ 447.00	
EFT2969	28/05/18	RSPCA WA	Payroll deductions		\$ 5.00
	23/05/18		Payroll deductions	\$ 5.00	
EFT2970	28/05/18	Midalia Steel	Parts		\$ 160.80
	20/04/18		Parts	\$ 160.80	
EFT2971	28/05/18	Sandy Boxall Catering	Catering		\$ 572.50
	17/05/18		Council catering	\$ 192.50	
	12/05/18		Catering	\$ 380.00	
EFT2972	28/05/18	Strategic Teams	ACEO		\$ 3,520.00
	24/05/18		ACEO	\$ 3,520.00	
15287	03/05/18	Department of Transport	12 month rego WO.00		\$ 368.10
	27/03/18		12 month rego WO.00	\$ 368.10	
15288	28/05/18	Department of Transport	12 Month Rego WO.011		\$ 394.70
	18/04/18		12 month rego WO.011	\$ 394.70	
DD1938.3	01/05/18	Katanning Water Corporation	Sports oval		\$ 2,392.20
	10/04/18		Sports oval	\$ 2,392.20	
DD1945.1	09/05/18	Katanning Water Corporation	Standpipe Burt Rd		\$ 12,069.79
	18/04/18		Standpipe GS Hwy	\$ 873.92	
	18/04/18		Standpipe Burt Rd	\$ 11,195.87	
DD1964.1	01/05/18	Westnet	Monthly Hosting		\$ 4.99
	17/04/18		Monthly Hosting	\$ 4.99	
DD1966.1	02/05/18	WA Super	Payroll deductions		\$ 1,246.98
	02/05/18		Payroll deductions	\$ 951.45	
	02/05/18		Payroll deductions	\$ 42.60	
	02/05/18		Payroll deductions	\$ 178.70	
	02/05/18		Payroll deductions	\$ 24.23	
	02/05/18		Payroll deductions	\$ 50.00	
DD1966.2	02/05/18	MLC Nominees	Superannuation contributions		\$ 38.31
	02/05/18		Payroll deductions	\$ 16.66	
	02/05/18		Superannuation contributions	\$ 21.65	

DD1966.3	02/05/18	Colonial First State	Superannuation contributions		\$ 199.50
	02/05/18		Payroll deductions	\$ 47.50	
	02/05/18		Superannuation contributions	\$ 152.00	
DD1966.4	02/05/18	Australian Superannuation	Superannuation contributions		\$ 620.82
	02/05/18		Payroll deductions	\$ 69.67	
	02/05/18		Payroll deductions	\$ 10.00	
	02/05/18		Payroll deductions	\$ 541.15	
DD1966.5	02/05/18	CBUS Superannuation	Superannuation contributions		\$ 87.47
	02/05/18		Superannuation contributions	\$ 87.47	
DD1966.6	02/05/18	Hesta	Superannuation contributions		\$ 481.82
	02/05/18		Payroll deductions	\$ 68.40	
	02/05/18		Payroll deductions	\$ 46.32	
DD1966.7	02/05/18	Hesta	Superannuation contributions		\$ 367.10
	02/05/18		Superannuation contributions	\$ 163.20	
	02/05/18		Payroll deductions	\$ 66.49	
	02/05/18		Superannuation contributions	\$ 96.71	
DD1966.8	02/05/18	Colonial Select Personnel Super	Superannuation contributions		\$ 91.27
	02/05/18		Superannuation contributions	\$ 91.27	
DD1982.1	09/05/18	WA Super	Payroll deductions		\$ 1,242.96
	09/05/18		Payroll deductions	\$ 947.43	
	09/05/18		Payroll deductions	\$ 42.60	
	09/05/18		Payroll deductions	\$ 178.70	
	09/05/18		Payroll deductions	\$ 24.23	
	09/05/18		Payroll deductions	\$ 50.00	
DD1982.2	09/05/18	MLC Nominees	Superannuation contributions		\$ 95.25
	09/05/18		Payroll deductions	\$ 15.14	
	09/05/18		Payroll deductions	\$ 80.11	
DD1982.3	09/05/18	Colonial First State	Superannuation contributions		\$ 199.50
	09/05/18		Payroll deductions	\$ 47.50	
	09/05/18		Payroll deductions	\$ 152.00	
DD1982.4	09/05/18	Australian Superannuation	Superannuation contributions		\$ 655.65
	09/05/18		Payroll deductions	\$ 69.67	
	09/05/18		Payroll deductions	\$ 10.00	
	09/05/18		Superannuation contributions	\$ 575.98	
DD1982.5	09/05/18	CBUS Superannuation	Superannuation contributions		\$ 87.47
	09/05/18		Superannuation contributions	\$ 87.47	
DD1982.6	09/05/18	Hesta	Superannuation contributions		\$ 481.82
	09/05/18		Payroll deductions	\$ 68.40	
	09/05/18		Payroll deductions	\$ 46.32	
	09/05/18		Payroll deductions	\$ 367.10	
DD1982.7	09/05/18	MLC Navigator Retirement Plan	Superannuation contributions		\$ 217.59
	09/05/18		Payroll deductions	\$ 88.65	
	09/05/18		Payroll deductions	\$ 128.94	
DD1982.8	09/05/18	Colonial Select Personnel Super	Superannuation contributions		\$ 88.86
	09/05/18		Superannuation contributions	\$ 88.86	
DD1993.1	16/05/18	WA Super	Payroll deductions		\$ 1,240.74
	16/05/18		Payroll deductions	\$ 945.21	
	16/05/18		Payroll deductions	\$ 42.60	
	16/05/18		Payroll deductions	\$ 178.70	
	16/05/18		Payroll deductions	\$ 24.23	
	16/05/18		Payroll deductions	\$ 50.00	

DD1993.2	16/05/18	MLC Nominees	Superannuation contributions		\$ 73.38
	16/05/18		Payroll deductions	\$ 17.57	
	16/05/18		Payroll deductions	\$ 56.21	
DD1993.3	16/05/18	Colonial First State	Superannuation contributions		\$ 199.50
	16/05/18		Payroll deductions	\$ 47.50	
	16/05/18		Payroll deductions	\$ 152.00	
DD1993.4	16/05/18	Australian Superannuation	Superannuation contributions		\$ 584.80
	16/05/18		Payroll deductions	\$ 69.67	
	16/05/18		Payroll deductions	\$ 10.00	
	16/05/18		Payroll deductions	\$ 505.13	
DD1993.5	16/05/18	CBUS Superannuation	Superannuation contributions		\$ 87.47
	16/05/18		Superannuation contributions	\$ 87.47	
DD1993.6	16/05/18	Hesta	Superannuation contributions		\$ 481.82
	16/05/18		Payroll deductions	\$ 68.40	
	16/05/18		Payroll deductions	\$ 46.32	
	16/05/18		Superannuation contributions	\$ 367.10	
DD1993.7	16/05/18		Superannuation contributions		\$ 217.59
	16/05/18	MLC Navigator Retirement Plan	Payroll deductions	\$ 88.65	
	16/05/18	MLC Navigator Retirement Plan	Payroll deductions	\$ 128.94	
DD1993.8	16/05/18	Colonial Select Personnel Super	Superannuation contributions		\$ 87.67
	16/05/18		Superannuation contributions	\$ 87.67	
DD1997.1	04/05/18	NAB - Credit Card	Credit Card fee		\$ 326.94
	09/04/18		Acrobat Pro subscription	\$ 21.99	
	16/04/18		12 month rego WO.003	\$ 263.15	
	20/04/18		Parking	\$ 32.80	
	27/04/18		Credit Card fee	\$ 9.00	
DD2007.1	30/05/18	Telstra	Landline charges		\$ 294.67
	15/05/18		Landline charges	\$ 294.67	
DD2011.1	23/05/18	WA Super	Payroll deductions		\$ 1,257.87
	23/05/18		Payroll deductions	\$ 962.34	
	23/05/18		Payroll deductions	\$ 42.60	
	23/05/18		Payroll deductions	\$ 178.70	
	23/05/18		Payroll deductions	\$ 24.23	
	23/05/18		Payroll deductions	\$ 50.00	
DD2011.2	23/05/18	MLC Nominees	Superannuation contributions		\$ 61.06
	23/05/18		Payroll deductions	\$ 14.54	
	23/05/18		Payroll deductions	\$ 46.52	
DD2011.3	23/05/18	Colonial First State	Superannuation contributions		\$ 124.70
	23/05/18		Payroll deductions	\$ 29.69	
	23/05/18		Payroll deductions	\$ 95.01	
DD2011.4	23/05/18	Australian Superannuation	Superannuation contributions		\$ 552.37
	23/05/18		Payroll deductions	\$ 69.67	
	23/05/18		Payroll deductions	\$ 10.00	
	23/05/18		Payroll deductions	\$ 472.70	
DD2011.5	23/05/18		Superannuation contributions		\$ 87.47
	23/05/18		Superannuation contributions	\$ 87.47	
DD2011.6	23/05/18	Hesta	Superannuation contributions		\$ 481.82
	23/05/18		Payroll deductions	\$ 68.40	
	23/05/18		Payroll deductions	\$ 46.32	
	23/05/18		Superannuation contributions	\$ 367.10	

DD2011.7	23/05/18	MLC Navigator Retirement Plan	Superannuation contributions		\$ 205.94
	23/05/18		Payroll deductions	\$ 83.90	
	23/05/18		Payroll deductions	\$ 122.04	
DD2011.8	23/05/18	Colonial Select Personnel Super	Superannuation contributions		\$ 91.27
	23/05/18		Superannuation contributions	\$ 91.27	
DD2014.1	20/05/18	SkyMesh	Internet Contract		\$ 74.95
	20/05/18		Internet Contract	\$ 74.95	
DD2019.1	30/05/18	WA Super	Payroll deductions		\$ 1,277.61
	30/05/18	WA Super	Payroll deductions	\$ 982.08	
	30/05/18	WA Super	Payroll deductions	\$ 42.60	
	30/05/18	WA Super	Payroll deductions	\$ 178.70	
	30/05/18	WA Super	Payroll deductions	\$ 24.23	
	30/05/18	WA Super	Payroll deductions	\$ 50.00	
DD2019.2	30/05/18	MLC Nominees	Superannuation contributions		\$ 77.59
	30/05/18	MLC Nominees	Payroll deductions	\$ 18.47	
	30/05/18	MLC Nominees	Payroll deductions	\$ 59.12	
DD2019.3	30/05/18	Colonial First State	Superannuation contributions		\$ 133.01
	30/05/18		Payroll deductions	\$ 31.67	
	30/05/18		Payroll deductions	\$ 101.34	
DD2019.4	30/05/18	Australian Superannuation	Superannuation contributions		\$ 552.37
	30/05/18	Australian Superannuation	Payroll deductions	\$ 69.67	
	30/05/18	Australian Superannuation	Payroll deductions	\$ 10.00	
	30/05/18	Australian Superannuation	Payroll deductions	\$ 472.70	
DD2019.5	30/05/18	CBUS Superannuation	Superannuation contributions		\$ 87.47
	30/05/18	CBUS Superannuation	Superannuation contributions	\$ 87.47	
DD2019.6	30/05/18	Hesta	Superannuation contributions		\$ 481.82
	30/05/18		Payroll deductions	\$ 68.40	
	30/05/18		Payroll deductions	\$ 46.32	
	30/05/18		Payroll deductions	\$ 367.10	
DD2019.7	30/05/18	MLC Navigator Retirement Plan	Superannuation contributions		\$ 217.59
	30/05/18		Payroll deductions	\$ 88.65	
	30/05/18		Payroll deductions	\$ 128.94	
DD2018.8	30/05/18	Colonial Select Personnel Super	Superannuation contributions		\$ 91.27
	30/05/18		Superannuation contributions	\$ 91.27	
			Total		\$ 112,980.03

15.5.CORRESPONDENCE & MINUTES FOR INFORMATION

The following documents are available upon request.

ID	DATE	FILE	Description	From
EM1066	10/05/2018	13.1.9	2018/19 Invoice - Hidden Treasures - Annual Report 2017 Consideration at June Council meeting.	Hidden Treasures

This refers to the need to consider the financial contribution to Hidden Treasures as part of the Budget adoption process.

15.6.COUNCIL/COMMITTEES - STATUS REPORT

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
16/08/2016 20/12/2016			Local Law - Woodanilling Cemetery (Reserve 356/1156)	<ol style="list-style-type: none"> 1. Review 2. Update if applicable 3. Repeal if deemed obsolete 	DCEO dealing Repeal LL in due course.	
15/08/2017	10.1	10.3.1	Town Planning Scheme No. 1 Review	<ul style="list-style-type: none"> • That Council directs the CEO to liaise with the Department of Planning to clarify issues associated with the updating of the Scheme to include the Deemed Provisions; consolidating the Scheme and advertising; the Scheme review and likely requirements for the preparation of a Local Planning Strategy. • That the Council directs the CEO to commence the Scheme review process in order to ensure that this is considered by Council prior to January 2018 and that further reports be presented in conjunction with (1) above. 	CEO dealing Advise TP Consultant of outcome	BA232 20/09/2017
21/11/2017	9.2	10.4.5	Town Enhancement Plan	<p>That Council establish a Community Town Enhancement Group to undertake further planning for the following areas:-</p> <ul style="list-style-type: none"> • Railway gardens; • Baptist Church and old Bakery site precinct' and • Western side of the Town Hall. 	DCEO dealing. See below	
20/03/2018	9.1 (6.1)	10.4.5	Town Enhancement Group Formation	<p>Council agree that the Community Development Committee:</p> <ul style="list-style-type: none"> • Invites one resident from the Community to be part of the Town Enhancement Group; and • Confirms that Cr Young, Cr Trimming and the DCEO also form part of the Town Enhancement Group. 	Mrs Margaret Cook has been approached as the Community representative for the Town Enhancement Group a meeting date is to be set.	
21/11/2017	9.3	12.2.4	Footpath Repairs	That Council undertakes all footpath repairs identified	WS dealing	

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				by the Works Supervisor in the 2017/2018 financial year.	<p>Effected areas identified ACEO to finalise with WS.</p> <p>CEO advised the 15/05/2018 meeting that once community consultation regarding the removal of trees has concluded the project will proceed.</p> <p><i>Notification through the Wongi to the Community informing that the trees are to be removed in the next financial year. There has been no response from the Community to date.</i></p>	
19/12/2017	10.1	14.5.1A	Volunteer Policy	<p>Council:</p> <ul style="list-style-type: none"> •Not adopt the attached Policy 99 – Volunteers; and •Instructs the CEO to obtain legal advice as to the need for such a Policy to protect the risk to the Shire and the CEO. 	<p>DCEO dealing</p> <p>LGIS attended April meeting to advise Council on this.</p> <p>Council decision to look at Volunteers Policy and create a document more suitable to Woodanilling DCEO working with RRC to create this document.</p> <p><i>CEO advised the 15/05/2018 meeting that this is in progress. Council would like to see copies of adjoining local government's volunteer policies.</i></p>	
19/12/2017	13.1	11.1.9	Request to Lease Lots 151, 152 & 153 – Reserve 7730	<p>Council:</p> <ol style="list-style-type: none"> 1) Supports the request from Mr S Buxton to lease Reserve 7730 for the purposes of grazing stock; and 2) Requests the CEO to make application to the Department of Planning, Lands & Heritage for the ability to lease the said reserve. 	<p>Letter to Dept Planning, Lands & Heritage</p> <p>No response as at 15/05/2018</p> <p><i>DCEO waiting on return call from DPL & H</i></p>	CR1108 08/01/2018
19/12/2017	5.2		Gravel Reserve – River Road	<p>Council that it directs the CEO to:</p> <ol style="list-style-type: none"> 1) Commission a Road Safety Audit (RSA) on the intersection of River Road and Link 	<ol style="list-style-type: none"> 1) Road Safety Audit – Pending 2) Work Supervisor has not completed road counts. 	

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				Road; 2) Ensure that traffic counts are carried out to support the RSA; and 3) Undertake gravel sampling in the area to confirm the quantities and quality of the gravel source.	3) Work Supervisor concluded that the quality of the gravel is not up to standard. Gravel has been used from this site previously but was found unacceptable for use.	
20/02/2018	10.7	3.1.1	Discussion Paper - Differential Rates	Council instructs the CEO to apply, pursuant to S6.35(5) of the Local Government Act 1995, to the Minister to impose a separate minimum rate on Lots 32, 33, 34, 35 & 38 DP 223222, Quartermaine & Shenton Roads, Woodanilling; and Lots 2, 3 & 4 DP 227523 Albany Highway, on the basis that these properties are vacant land which do not have, nor are likely to have, a constructed road access, which in accordance with the Shire of Woodanilling Town Planning Scheme No. 1, prevents the development of the lots.	FO dealing Advice from Dept Local Govt, Council would be better suited to adopt a differential discount. This does not need Ministerial approval, and will serve the same purpose. Review of Urban Farm rate should be undertaken to classify them as UV.	
20/02/2018	10.8	4.1.39A	Shire Review 2012 – Skills Audit – Confidential	Council supports the following: 1) As an interim solution: • Trialling the use of the Woodanilling Pavilion for Council meetings, commencing with the March Meeting; • Setting up the Hall Kitchen as a Committee meeting room and staff lunch room; To allow time to: Prepare a staged redevelopment of the Administration building (taking into consideration the success or otherwise of the points in (1) above to include:	Use of the Pavilion as a meeting venue underway. A number of recommendations from the Skills Audit have been implemented regarding staff leadership, management, communication and development. CEO advised the 15/05/2018 meeting that staff have some ideas for the redevelopment of the administration building and these will be put to the next CD meeting <i>The Community Development Committee recommended that;</i> 1) <i>That Council initiate an investigation</i>	PE60

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref						
				<ul style="list-style-type: none">A meeting room other than chambers;A separate Staff room; andAdequate working areas for staff. 3) Implementation of a Professional Development Plan for Councillors	<i>regarding the needs of office staff, contractors/consultants and Council concerning office and meeting space</i> 2) <i>That Council appoint the Community Development Committee to be the lead driver regarding point 1.</i>							
20/03/2018	9.1 (5.4)	12.4.4 HVS25	RAV 4 Network Assessment	Council: 1) Advise Council that it has reviewed the matter regarding Council Decision - Item 11.1 RAV4 Network Assessment Results (Page72 of the February Ordinary Council Meeting Minutes). 2) Recommends to Council that it adopts the outcomes of the RAV4 Road Assessments (resulting from the September 2016 submission by the Shire to upgrade 16 roads from RAV 2 to RAV 4) conducted; by Main Roads Western Australia as per the following attachment, recognising: a) That the following roads are suitable providing the conditions to enable approval in column four (of the RAV 4 Road Assessments) are made by the Shire or the applicant as the case required regarding: <ul style="list-style-type: none">Griffiths Rd;Fiegerts Rd;Monger Rd;Baxter Road andCavanagh Rd b) That access may be permitted to the applicant under individual operator Restricted Local	DCEO dealing <i>Heavy Vehicle Services (HVS) administers the route assessment and approval process in order to provide efficient road access for RAVs, without having an adverse impact on road safety, the road infrastructure and public amenity.</i> <i>HVS decides whether a road will be approved for RAV access and may apply travel and road conditions to an approval when considered necessary for road safety, infrastructure protection or public amenity.</i> <i>The following roads have been deemed suitable for Low Volume Type A or Type B as they do not meet our road width requirements for Appendix B (two way traffic on Rural roads) as per our Standard Guidelines.</i> <u>Fiegerts Rd – Low Volume Type A:</u> <i>These sections were deemed unsuitable for high volume two way traffic:</i> <table><tr><th>Carriageway Width</th><th>Length</th></tr><tr><td>7.6m</td><td>1.6km</td></tr><tr><td>7.2m</td><td>1.07km</td></tr></table>	Carriageway Width	Length	7.6m	1.6km	7.2m	1.07km	10/05/2018 HVS27
Carriageway Width	Length											
7.6m	1.6km											
7.2m	1.07km											

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date		Completed Date & Ref																
				Access Permits, subject on the applicant as the case required regarding: <ul style="list-style-type: none">Clifden Road; c) Warburton Road (temporary access only subject to the provision of a satisfactory Traffic Management Plan) d) Requests the CEO to seek clarification from Main Roads on the reasons why the non-compliance/restrictions were imposed on the suitable assessments (column four, Conditions to enable approval)	<table><tr><td>6.4m</td><td>2km</td></tr></table> <p><i>Note: Carriageway for 80km/h – 100km/h requires a minimum of 7.9m. The above sections were suitable for low volume two way traffic, which requires a minimum of 6.4m at 60km/h.</i></p> <p><u>Baxter Rd – Low Volume Type A:</u></p> <p><i>These sections were deemed unsuitable for high volume two way traffic:</i></p> <table><tr><th>Carriageway Width</th><th>Length</th></tr><tr><td>6.5m</td><td>1.05km</td></tr><tr><td>7m</td><td>1.35km</td></tr><tr><td>6.6m</td><td>880m</td></tr></table> <p><i>Note: Carriageway for 80km/h – 100km/h requires a minimum of 7.9m. The above sections were suitable for low volume two way traffic, which requires a minimum of 6.4m at 60km/h.</i></p> <p><u>Cavanagh Rd – Low Volume Type B:</u></p> <p><i>These sections were deemed unsuitable for two way traffic:</i></p> <table><tr><th>Carriageway Width</th><th>Length</th></tr><tr><td>5.8m</td><td>100m</td></tr><tr><td>5.1m</td><td>2.1km</td></tr></table> <p><i>Note: Carriageway for 80km/h – 100km/h requires a minimum of 7.9m. The above sections were suitable for low volume one way traffic, which requires a minimum of 3.5m at 40km/h.</i></p> <p><u>Griffiths Rd – Low Volume Type A:</u></p>	6.4m	2km	Carriageway Width	Length	6.5m	1.05km	7m	1.35km	6.6m	880m	Carriageway Width	Length	5.8m	100m	5.1m	2.1km		
6.4m	2km																						
Carriageway Width	Length																						
6.5m	1.05km																						
7m	1.35km																						
6.6m	880m																						
Carriageway Width	Length																						
5.8m	100m																						
5.1m	2.1km																						

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
					<p><i>This road has been historically added on the RAV network as a Low Volume Type A road with turning restrictions.</i></p> <p><i>HVS had conducted and reviewed swept paths to remove the following turning restrictions at Leggoe Rd/Griffiths Rd intersection and Ways Rd/Griffiths Rd intersection:</i></p> <ul style="list-style-type: none"> - <i>No left turn into Griffiths Rd from Ways Rd</i> - <i>No access in either direction to Griffiths Rd</i> - <i>No left turn into Leggoe Rd permitted</i> <p><u>Monger Rd</u></p> <p><i>School bus and no operation on wet road conditions were applied as per Shire of Woodanilling's request.</i></p>	
20/03/2018	9.1 (7.2)		Community's Future Needs	<p>1) That a member from each of the local sporting and service clubs be invited to attend a Community Development Committee meeting twice a year to start a conversation and create a conduit with the youth of the town;</p> <p>2) That it holds a workshop on the future needs of the Woodanilling community in August 2018, inviting people from the community; and</p> <p>3) That the CEO be instructed to engage a suitable facilitator to run the forum.</p>	<p>DCEO dealing</p> <p>CEO comment – need to ascertain budget for facilitator.</p> <p>Facilitator and cost:</p> <p>Dr Barbara Maidment -\$2000 - \$4000</p> <p>Caroline Robinson (Wheatbelt Business Network)</p> <p>Carmel Ross – Consultant –</p> <p>Creative IQ – Consultancy firm</p> <p>Andrew Huffer</p> <p><i>The Community Development Committee recommended that;</i></p> <p><i>1) That Council puts forward for 2018/19 Budget up to \$2500 for a facilitator to undertake the Community Workshop regarding the new</i></p>	

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Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
					<i>Strategic Community Plan.</i> 2) <i>The scope of the workshop is to include the following;</i> <ul style="list-style-type: none"> <i>What facilities, resources and services do we need going into the future</i> <i>What has been finished and what has not been completed</i> <i>How to involve the Community in key projects including how to obtain relevant information, feedback and engagement</i> <i>It is anticipated that the workshop would be a half-day session</i> 	
20/03/2018	9.1 (7.6)	AM208	Railway Station Building	Council agree to: 1) Agrees with the principle of moving the railway station building to another suitable site in the town; 2) Requests Town Enhancement Group to identify at least two potential sites; and 3) Instructs the CEO to ascertain if ARC will agree to the possible relocation or possible usage of the building.	DCEO dealing Contacted ARC, a deed has been prepared and submitted to the PTA to allow for a simple process be put in place when applying for the repurposing of this type of infrastructure, they are negotiating currently to agree on the terms. They are not prepared to put a time limit on the deed being adopted.	
20/03/2018	9.2 (5.1)	12.1.7	Plant Replacement Program	Council: 1) Notes the adoption by council at its meeting on 19th December 2017 the timetable for the management of plant replacement for the Shire each year (Committee Recommendation - item 5.1 2017/18 Plant Replacement Program) 2) Seeks from Council at the March 2018 Council Meeting 2018 a business case prepared by the CEO regarding the purchase of semi side-tippers for	See TPW Committee 08/05/2018 CEO advised the meeting that the Business Case will still be prepared. <i>Draft Business Case /Issues Paper in the process of being drafted by ACEO</i>	

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Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				consideration once it has addressed the following questions: <ul style="list-style-type: none"> • What are the specifications for the new truck/trailer combination; • How often will the new combination be changed over; • Is the lifecycle costing required as part of the trucks; • What is to happen with the remaining two trucks; • Is the loader capable of loading the new truck in an efficient and time effective manner; and • Does Council want a comparison with current fleet - eg loads per hour, turnaround time, loading time, and volumes of materials carted per day etc. 		
17/04/2018	13.2	12.2.1	Road Maintenance Plan 2018	Council requires TPW Committee to: <ol style="list-style-type: none"> 1) Conduct a workshop by the end of May 2018 to complete the review of the draft Road Asset Management Plan 2018. 2) Present the outcome of the workshop in Point 1 to the Transport, Plant and Works Committee so that: <ol style="list-style-type: none"> a) The draft Road Asset Management Plan 2018 can be finalised; and b) The committee's recommendation regarding the adoption of the finalised draft Road Asset Management Plan is taken to the June 2018 Ordinary Council Meeting for consideration and adoption. 	Workshop did not eventuate. TPW Committee to review 08/05/2018 Note change of name "Road Maintenance Plan" to clarify the purpose of the Plan. CEO provided draft Plan in hard copy for Councillor's to review at the 15/05/2018 meeting <i>The TPW has yet to meet to consider the Draft Road Asset Management Plan.</i>	
17/04/2018	10.1	A602 RA236 RA243	Request to Close Unconstructed Road Reserve	Council authorises CEO to: <ol style="list-style-type: none"> 1) Explore further with Sean Ditchburn and Jessika Lynch (and adjacent land holders) the possibility of creating a road that is of a limited scope on the 	Pending	

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				<p>uncontrolled road reserve. The scope includes:</p> <ul style="list-style-type: none"> • A constructed road that is suitable for general vehicular use; • The constructed road terminating at a reasonable distance past the main entrance onto Lot 158 Burt Road. <p>2) Examine further the requirements regarding the construction of a road within the unconstructed road reserve including the process to create a road in accordance with Section 56(2) of the Land Development Act.</p> <p>3) Report back to Council the outcomes of Points 1 and 2 for final consideration at the June 2018 Ordinary Meeting of Council.</p>		
15/05/2018	4.0	11.1.9	Public Question Time - Woodanilling Youth Group	<ol style="list-style-type: none"> 1. Consider installing a bus shelter for students catching the bus to schools in Katanning. Protection of children in every way is a top priority for this town. A shelter would need to be of sufficient size to seat up to 20 children, be weatherproof and functional. The Youth Group is very willing to assist with the project. 2. Asked if a BMX track could be constructed to the east of the Pavilion/Rec Shed? They need tyres, gravel and machinery to construct it. 3. Asked if a basketball hoop be installed at the oval and park, once again the Youth Group are very keen to assist. 	<p>CEO dealing</p> <p>The Community Development Committee are dealing with these issues.</p>	
15/05/2018	10.1	4.3.4	Annual Report 2016/2017	<ul style="list-style-type: none"> • Pursuant to Section 5.54(1) of the Local Government Act 1995 accept the Audit Report for the financial year ended 30 June 2017, as 	<p>CEO dealing</p> <p>Annual Electors meeting to be held 19 June 2018</p>	

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				attached; <ul style="list-style-type: none"> Instructs the CEO to prepare the Annual Report for the year ended 30th June 2017; and Pursuant to Section 5.27 of the Local Government Act 1995, sets the date for the Annual Electors' Meeting to be Tuesday 19th June 2018, at 7:30pm. 	after the Ordinary Council Meeting at 7.pm	
15/05/2018	10.2	12.1.15	Closing Thoroughfares to Vehicles	Refers this matter to the Transport Plant and Works Committee to undertake a full audit of roads requiring conditional closure pursuant to S3.50 of the Local Government Act.	CEO dealing	
15/05/2018	10.3		Policy Manual	Adopts the Policy Manual attached under separate cover.	Policy Manual has been adopted by Council on 15 th May 2018 and implemented.	
15/05/2018	10.4	EMP70	CEO Performance Review	<ul style="list-style-type: none"> Accepts the quote from John Phillips Consulting for \$2,750 plus meals and accommodation. Authorises the total cost of the review being \$2,750 plus meals and accommodation Requests the CEO Review Panel to complete the CEO Performance Review by 30/06/2018 	CEO dealing <i>ACEO has put an item to today's meeting deferring the review date to no later than 14th July 2018</i>	
15/05/2018	13.1.1		Conclusion of Trial Period for Meetings at Pavilion	Decide that the trial period for meeting at the Pavilion is no longer required, and from June 2018 it resumes its meetings in the Council Chambers.	ASO dealing – Trial concluded	15/05/2018
15/05/2018	14.1	4.1.17	State and Local Government Forum	Items for dialogue – Dept Transport <ul style="list-style-type: none"> Robinson Road RAV Networks Commodity Routes Transport Licensing – restriction on agencies 	ASO dealing - Deadline for expressions of interest 1/06/2018	1/06/2018

16. CLOSURE OF MEETING

Meeting closed at 5.33pm