

MINUTES

ORDINARY COUNCIL MEETING

9 JULY 2013

COMMENCING AT 8PM

**COUNCIL CHAMBERS
THE TOWN OF NARROGIN
89 EARL STREET
NARROGIN, WA 6312**

Meaning of and CAUTION concerning Council's "In Principle" support:

When Council uses this expression it means that: (a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and (b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions or modifications.

Therefore, whilst you can take some comfort from Council's "support" you are clearly at risk if you act upon it before Council makes its actual (and binding) decision and communicates that to you in writing.

Disclaimer:

"Warning - Verbal Information & Advice: Given the inherent unreliability and uncertainty that surrounds verbal communication, the Town strongly recommends that, if a matter is of importance to you, then you should NOT act upon or otherwise rely upon any VERBAL information or advice you receive from the Town unless it is first confirmed in writing."

ORDINARY COUNCIL MEETING MINUTES

9 JULY 2013

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, Mayor Ennis declared the meeting open at 8:01pm.

Visitors: Mr R Whyte.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

Mayor, Don Ennis, Presiding Member
Cr R Madson - Deputy Mayor
Mr Brian Robinson - Acting CEO
Cr M Kain
Cr J McKenzie
Cr J Muller
Cr A Paternoster
Cr D Russell
Mr C Bastow - Director of Corporate and Community Services
Ms T Columb – Minute Taker

Apologies:

Nil

Cr L Archibald – no show

Leave of Absence:

Cr L Ballard
Mr Aaron Cook, CEO

3. DECLARATION OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA

Nil

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Cr McKenzie submitted a Leave of Absence on 25 June 2013 council meeting for the 23 July 2013 Meeting.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Council Resolution: 0613.132

Moved: Cr Kain

Seconded: Cr Russell

That Council:

Accept the minutes of the Ordinary Council Meeting held on 25 June 2013 and be confirmed as an accurate record of proceedings.

CARRIED: 7/0

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

On 23 July, 2013 the Library will be closed for renovations. Mr Colin Bastow will organise for the public to be notified.

There will be a Meeting with the Director of State Housing on 31 July 2013. It is hoped that some state housing will be sold to the public at a reasonable price. Mr T Waldron will join the discussion.

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Mr Brian Robinson – Acting CEO – advised that a petition with 92 signatures has been submitted regarding a change to the spectator fee. Mayor Ennis advised that this is a matter for the Budget and suggested that it be brought up as an agenda meeting at the next meeting.

10. MATTERS WHICH REQUIRE DECISIONS

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10.1 DEVELOPMENT AND TECHNICAL SERVICES

10.1.801 REVIEW OF WHITE ROAD REFUSE SITE OPENING HOURS

File Reference: 5.4.14 & 31.3.5
Disclosure of Interest: Nil
Applicant: Narrogin Skip Bins & Mr Yardman
Previous Item Nos: Item 10.4.746 – 24th July 2012
Date: 3rd July 2013
Author: Brian Robinson, Director Technical & Environmental Services

Attachments: Correspondence from P & K Kulker – Narrogin Skip Bins

Summary:

Council is requested to consider correspondence that has been received, requesting a review of the White Road Refuse Site opening hours.

Background:

Council previously considered the opening hours of the White Road refuse site at its meeting held on the 24th July 2013, whereby it resolved to modify the openings hours to be:

Monday – 10:00am to 5:30pm;
Tuesday – 10:00am to 5:30pm;
Wednesday – Closed;
Thursday – 10:00am to 5:30pm;
Friday - 1:00pm to 5:30pm;
Saturday & Sunday 10:00am to 5:30pm.

More recently it was revealed that various business owners and members of the public had been accessing the site after hours, using keys that are in their possession. As Councillors are aware, to ensure security of the site, arrangements were made to replace the locks. An advertisement was also placed in the paper to advise of this and to warn members of the public that entrance to the site after hours would be considered trespassing.

Correspondence has now been received from the owners of Narrogin Skip Bins requesting a review of the operation hours. A copy of that correspondence is shown attached.

Subsequently, a meeting was held between the owners of Narrogin Skip Bins, Mr Yardman, the Director of Technical & Environmental Services and the Chief Executive Officer. At that meeting, the two business owners formally suggested alternative hours that they consider more suitable.

The two business owners mentioned above have identified several problems with the current hours, which are summarised as follows:

- The site being closed on Wednesdays interferes with Narrogin Skip Bin service operations.

- The site not opening until 1.00pm on Fridays interferes with services provided by Mr Yard Man.

The following is a summary of the suggested hours.

Monday – 9am to 5pm
 Tuesday – Closed
 Wednesday 9-5
 Thursday 9-5
 Friday 9-5
 Saturday 11 or 12-5
 Sunday 11 or 12-5

Comment:

Prior to preparing the previous report to Council in July 2012, the Director of Technical & Environmental Services liaised with Council’s contractors and tip attendant over which days of the week were the most suitable to close the site. At the time, the consensus was that Tuesdays and Wednesdays were, in fact, the quietest days and most suited for closure.

On the above basis, Council officers previously recommended that the site be opened between 9.30am and 5:30pm each day, except for Tuesday and Wednesday when the site would be closed. Alternatively, Council resolved to close only one and half days (Wednesdays and Friday mornings) and open later at 10.00pm.

As detailed in the comment section of this report, the two business owners have now suggested that the site:

- a) close on Tuesdays, not Wednesdays.
- b) open earlier at 9am during the week, but close earlier.
- c) open all day Fridays, but open after 11:00am or 12:00 noon on weekends.

The closure of site on Tuesdays and being open all day Friday is consistent with the previous advice to Council.

Notwithstanding the above, it is recommended that Council advertise any proposed change of hours, to allow input from other affected business and the greater public.

Consultation:

Chief Executive Officer – Aaron Cook, Director of Corporate and Community Services, Great Southern Waste (refuse site operators), the owners of Narrogin Skip Bins and Mr Yardman.

Statutory Environment: Local Government Act

Policy Implications Nil

Financial Implications:

By closing the refuse site one and half days per week, the Town of Narrogin has reduced the operation costs associated with the refuse site. This reduction has allowed the commencement of a recycling program at the refuse site.

Any extension of the current hours will most likely result in an increase in costs to Council.

The current operation hours of the refuse site require a total of 41.5 hours per week. The majority of these hours are performed by a single staff member, who works 5 days per week (37.5 hours) and a casual staff member, who attends the site on Friday afternoons.

In the event that Council supported the suggested hours and opened the site at 12pm on Saturdays and Sundays, the site would require an attendance on site for a total of 42 hours. Although this represents a minor increase in hours, this may be offset by a reduction in the penalty rates that apply to Saturdays and Sundays.

In the event that Council wishes to support an earlier opening time of 11am on Saturdays and Sundays, a total of 44 man hours will be required. This would represent an increase of 3.5 hours, but would be offset by a reduction in penalty rates applying to weekend rosters.

Strategic Implications:

Although, ideally, the White Road refuse site would be open to the public 7 days per week, this would involve the appointment of a second full time refuse site attendant. Given current budget constraints and considerations, it is suggested that this would not be viable.

Further assessment of the proposed adjustment of opening hours should be undertaken, following the close of advertising.

Voting Requirements: Simple Majority

RECOMMENDATION:

That Council:

1. Authorise the advertising of the following refuse site opening hours for public comment over a 14 day period:

Monday – 9am to 5pm

Tuesday – Closed

Wednesday 9-5

Thursday 9-5

Friday 9-5

Saturday 11-5

Sunday 11-5

2. Request the Chief Executive Officer to provide a further report on the White Road refuse site opening hours, following the close of the advertising period.

Council Resolution: 0613.133

Moved: Cr McKenzie

Seconded: Cr Kain

That Council:

Suspend Standing Orders

CARRIED: 7/0

Council Resolution: 0613.134

Moved: Cr McKenzie

Seconded: Cr Kain

That Council:

1. Authorise the advertising of and that an amendment be made that Saturday and Sunday hours will be 10:00am to 4:00pm.

Monday – 9am to 5pm

Tuesday – Closed

Wednesday 9-5

Thursday 9-5

Friday 9-5

Saturday 10 - 4

Sunday 10 - 4

2. Where a public holiday falls on a Monday, the refuse site be opened on the following day (Tuesday) from 9am to 5pm.
3. Request the Chief Executive Officer to provide a further report on the White Road refuse site opening hours, following the close of the advertising period.

CARRIED: 7/0

P & F KULKER BUILDING CONTRACTORS AND CABINET MAKERS

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Open Letter To All Town Of Narrogin Councillors

We are writing to you with our concerns in regards to changes in the format of how the Narrogin Refuse Site is to be run as off the 1st of July

We are the owners of Narrogin Skip Bin Service and have been running our business in Narrogin For the past 3 years and have had access to the tip on opening and non opening hours to carry out our business successfully with the use of a tip key.

As of last Thursdays Narrogin Observer we found out that the Town of Narrogin is to change the Pad lock to the tip stoping us from carrying out our business out of tip hours and using the honour System which we have done successfully for the past 3 years.

With the tip hours as they are now we cannot carry out the emptying of our contracted bins to Business in the town.

We cannot see why the arrangement cannot continue with Narrogin Skip Bins as in the past 3 years and prior to us taking over from Mr Dart and Mr Curnow .For us to run our business successfully we need at a minumin off 6-7 hrs Monday to Friday to empty our skip bins around town and in the Shire of Narrogin.

As we know sum of you councillors are business owners yourself and would not like to be told that you can only start work on Monday, Tuesday and Thursdays from 10am to 6pm, don't open up on Wednesdays, and on Friday you can open up after 1pm. (NO YOU WHOULD NOT)

You may be aware or not that Great Southern Waste will be issued with a key and this business is a separate business to the contract of running and maintaining the tip and we think they should be made to run the waste business without a key and the same hours we will be forced to (I don't think they would accept this)

Again we write to you councillors in hope you can understand the situation we will be put in if not issued with a tip key to carry out business

Yours In Business In The Town Of Narrogin

Peter and Frank Kulker

Narrogin Skip Bins.

10.1.802 PROPOSED HEXAGONAL GAZEBOS – MACKIE, GNAROJIN AND MEMORIAL PARK

File Reference: 5.3.2, 5.4.11, 5.4.16 & R
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: Item No 10.2.940 – 18th December 2012
Item No 10.2.967 – 26th March 2013
Date: 3rd July 2013
Author: Brian Robinson, Director of Technical & Environmental Services

Attachments: Hexagonal Gazebo Design

Summary:

Council is requested to support the replacement of the Mackie Park timber gazebo and the erection of two new gazebos in Gnarojin Park and Memorial Park using the Local Component of the Country Local Government Fund - Royalties for Regions funding program.

Background:

At its 18th December 2012 meeting, Council endorsed the revised Forward Capital Works program.

In anticipation of Town receiving \$628,395 of funding for the 2010/11 local component of Country Local Government Fund (CLGF) – Royalties for Regions funding, the plan included an allocation of \$250,000 for re-roofing of:

- a) the Railway Institute Hall located at No 105 Federal Street Cnr Park Street; and
- b) History Hall and the associated rear garage at No 31 Egerton Street.

The rooves, gutters and downpipes on the three buildings has now been replaced, well below the anticipated cost. Council is requested to support an application to re-allocate portion of these funds towards the replacement of the existing gazebo at Mackie Park and the erection of two new gazebos in Gnarojin Park and Memorial Park.

A copy of the plan prepared for the replacement gazebo at Mackie Park is shown attached. If supported by Council, this design will be used as a standard for gazebo construction on Parks and Reserves within the Town.

Comment:

The existing hexagonal gazebo in Mackie Park is an unroofed timber structure which provided ineffective shelter, particularly during inclement weather.

Inspection of the shelter by Council staff confirms that the structure was designed and erected as an unroofed structure. As it is uncertain that the existing footings or structure will support the additional weight and pressure of a roof, it is recommended that the structure be replaced.

The need for additional structures to provide shelter within other parks in the Town has also been identified. It is recommended that the need for shelters to be constructed is greatest in the following areas:

- a) Adjacent to the path network in Gnarogin Park; and
- b) Memorial Park

Given that a significant portion of the funding, previously allocated for roofing the Railway Institute Hall, was not required for that task, opportunity exists for reallocation of these funds in association with the 2013/14 budget process.

Consultation:

Chief Executive Officer – Aaron Cook
Director of Corporate and Community Services – Colin Bastow
Town Foreman – John Warburton

Statutory Environment: Local Government Act

Policy Implications: Nil

Financial Implications:

As detailed in the background section, the Town of Narrogin was previously allocated \$628,000 as the local Country Local Government Fund under the Royalties for Regions program. Construction of three gazebos, as proposed, is consistent with the purpose of the allocation for the roofing program.

Preliminary estimates indicate each gazebo will cost approximately \$5,000-\$6,000 per installation.

Strategic Implications:

The Town of Narrogin's adopted Forward Capital Works program, relating to Townscape, identifies that improving the look and feel of the Town will attract locals and visitors to Town, as well as improving Town Pride.

Despite their proximity to the Town Centre and their popularity, Mackie Park, Memorial Park and Gnarogin Park, are yet to have shade shelters established. Through the provision of appropriate shelters, more welcoming public spaces will result and the potential for use of these parks by residents and visitors will be substantially improved.

Voting Requirements: Simple Majority

Council Resolution: 0613.135

Moved: Cr Muller

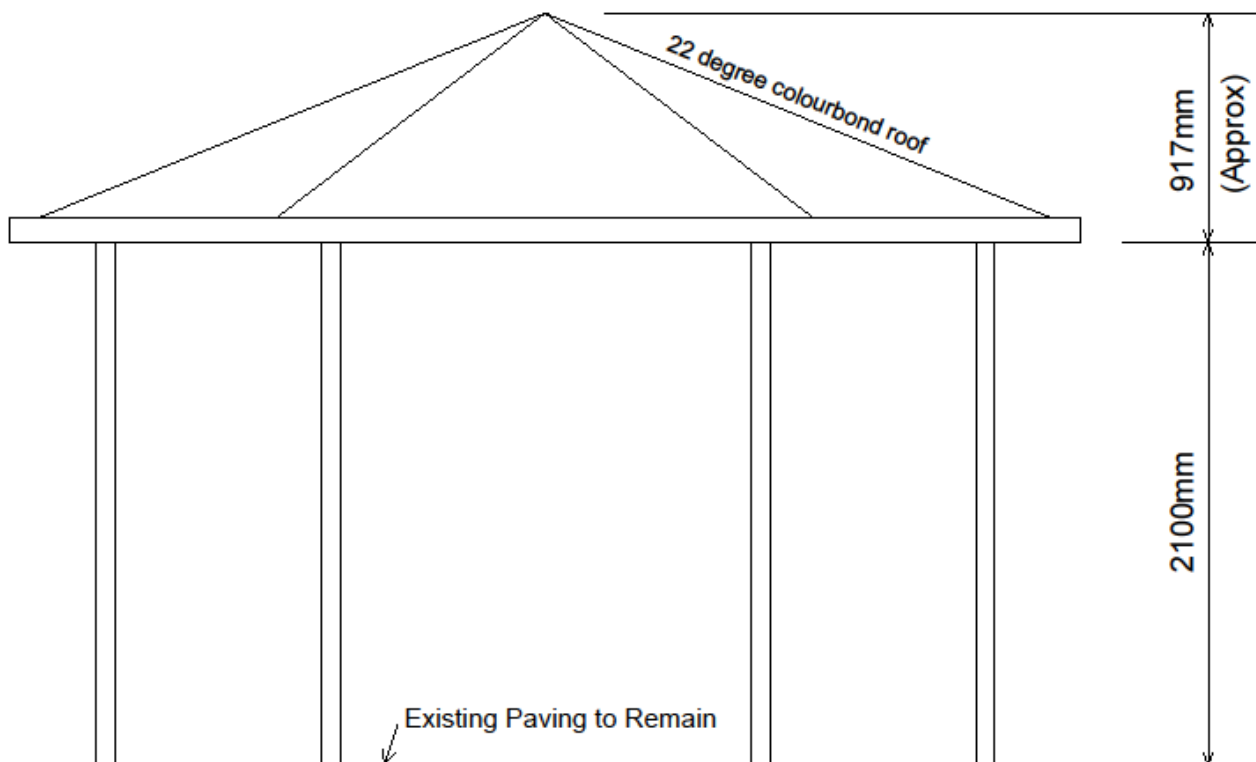
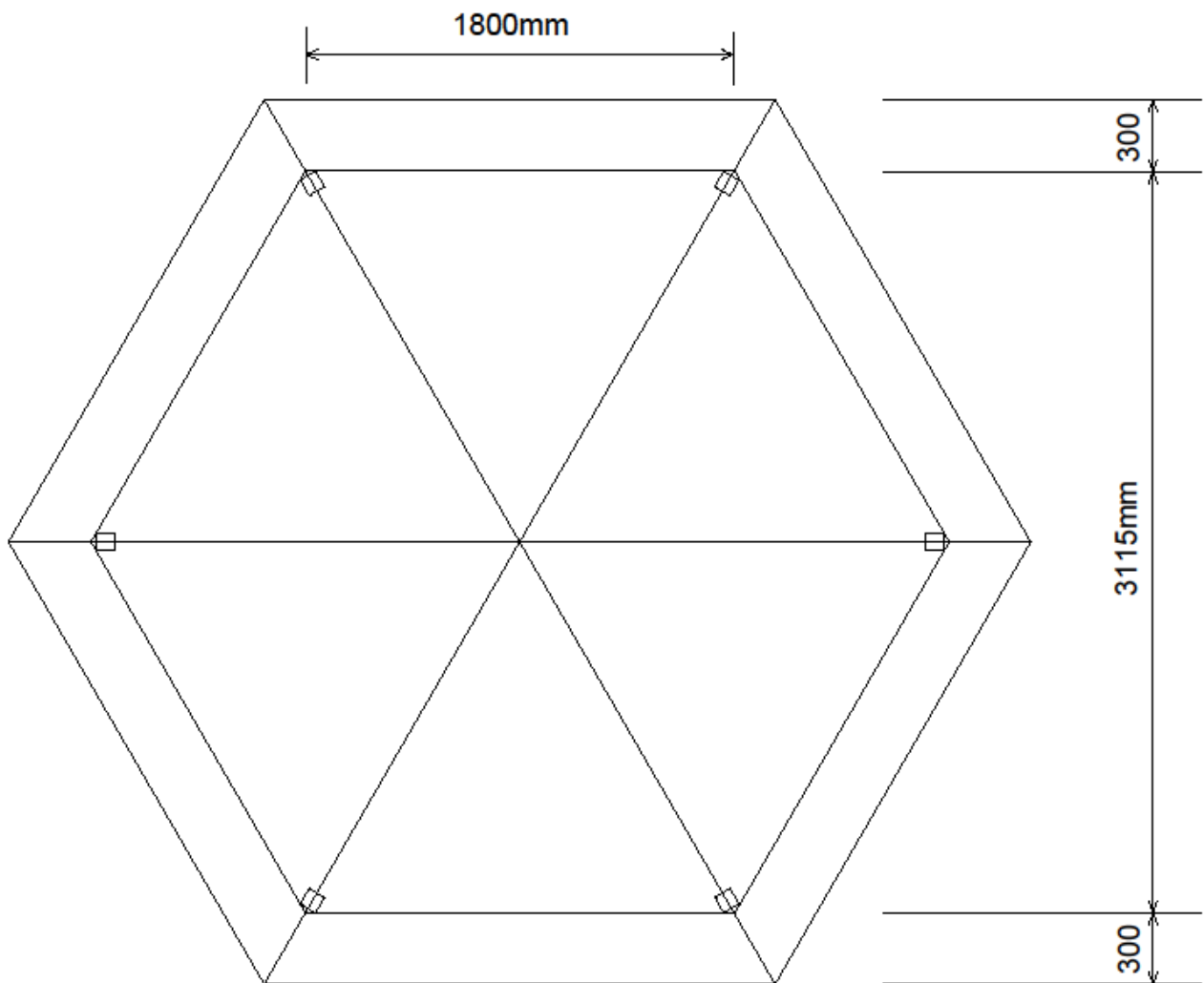
Seconded: Cr Russell

That Council:

1. as part of the next review of the Forward Capital Works Plan, include reference to the provision of shelters with the CBD and other recreational reserves, as part of the Townscape program to be funded by appropriate grant funding source.
2. Consider allocating approximately \$18,000 of the 2010/11 Royalties for Regions Country Local Government Fund (Local) grant funds toward the construction of new hexagonal gazebos in Mackie Park, Memorial Park and Gnarojin Park in the draft 2013/14 budget.

CARRIED: 7/0

Gazebo Plan for Mackie Park (Scale 1:200)



10.1.803 PROPOSED CO-LOCATION OF TOWN OF NARROGIN WORKS AND PARKS & GARDENS DEPOTS

File Reference: 5.4.20
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: Item No 10.2.940 – 18th December 2012
Item No 10.2.967 – 26th March 2013
Date: 5th July 2013
Author: Brian Robinson – Director of Technical & Environmental Services

Attachments: Potential Site Plan for collocated facilities

Summary:

Council is requested to consider a proposal to relocate the Town of Narrogin's Works Depot and the Parks and Depots to a single site on Earl Street in the north east corner of Reserve 27330.

Background:

Currently, the Town of Narrogin operates two Depots as its base of operations for the outside work crews. The more significant of the two depots is located on the eastern side of Fairway Street abutting the railway line. This building is used as a base of operations for the minor works crew and approximately half of the parks and gardens activities.

The second, smaller depot, is located at the corner of Clayton Road and May Street and is used as a base of operations for staff associated with the maintenance of the Clayton Road sports precinct and Town Centre reticulated parks and gardens.

Unfortunately, neither is large enough to cater for all of the Town's operations.

Similarly, the Town uses a number of locations for archived records and other storage purposes including, but not limited to, the Administration Office, History Hall, the Town Hall, portion of the May Street Parks and Gardens' depot.

An opportunity exists to use Country Local Government Funding to meet the costs of establishing a single site that may be used for both the Town's depot and storage.

As Councillors may be aware, a potential site has been identified immediately north of the existing BMX track, on the western side of Earl Street. This site is cleared of vegetation, is relatively level and has the required services available, including water, power and telecommunications. An existing ablution block, located adjacent to the BMX track could also be made available for use.

Comment:

As Councillors would be aware, there are a number of issues with the Fairway Street depot, which is located in very close proximity to the Town's Central Business District. These issues are summarised as follows:

- The site is not screened from Fairway Street and easily visible to both residents and visitors to the Dryandra Country Visitors Centre and in the author,s opinion it detracts from the amenity of the area.
- The site is not secure with 1.2 metre high fencing and a gate located along Fairway Street;
- The building, being a Railway Goods Shed is not suitably designed or constructed to work effectively as a depot site, with dust suppression nearly impossible to achieve.
- There are a number of issues relating to access and occupational health and safety matters on the site;
- The facilities, including the single toilet onsite are in need of attention.

Rather than expend additional monies on the building and site, which is neither designed nor suitable for use as a depot, it is recommended that Council support the development of a new site for this purpose.

To assist Council in determining this matter, the following additional comments are offered:

Impact of Local Authority Amalgamations

Previous discussions on the future location of the Town of Narrogin depot were influenced by the potential amalgamation of the Town with the Shires of Narrogin and Cuballing. The prevailing opinion was, that if the Shires and Town were to amalgamate, then the Town would relocate its base of operations to the Shire of Narrogin depot, located in Lydeker Way in the Narrogin Industrial Area.

In the author's opinion, it would, however, be inefficient to relocate all of Town of Narrogin operations to the Shire Depot. Even if the Shire and Town were to amalgamate, there would be a need to maintain a storage facility in closer proximity to the Clayton Road precinct, to avoid having to relocate this equipment daily (ie driving the John Deere Tractor to and from the Shire depot would take, in the vicinity of, half an hour each way).

The Benefits of the Proposed Location

The proposed location is well located on the edge of the Clayton Road precinct, with numerous internal access roads to facilitate access throughout the site. The site has good connections with the local road network and the development of a depot at this location will not detrimentally impact on the amenity of the area.

Although the current Parks and Gardens depot has similar access to the proposed site, there is no room available to expand those facilities in their current location. In addition, the current location competes with the need for parking, associated with the use of Clayton Road oval and will hinder future development of this area.

Consultation:

Chief Executive Officer – Aaron Cook, Director of Corporate and Community Services
Mayor Don Ennis & Town Foreman – John Warburton

Statutory Environment: Local Government Act

Policy Implications: Nil

Financial Implications:

An opportunity exists to fund the establishment of a new combined depot site for the Town of Narrogin through Country Local Government funding. As Council would be aware, a total of \$628,000 was allocated to the town, being the allocation for 2010/11. Of this \$250,000 for re-roofing of:

- c) the Railway Institute Hall located at No 105 Federal Street Cnr Park Street; and
- d) History Hall and the associated rear garage at No 31 Egerton Street.

These works have now been completed at a substantially lower cost, leaving more than \$160,000 to be reallocated.

The Town Foreman and Director of Technical & Environmental Services are of the view that the new depot could be established on Part Reserve 27330, through relocation of the May Street Depot and establishment of an additional larger shed for approximately \$150,000. Use of the CGLF funds for this purpose, would result in a new depot being established at no cost to Council.

Strategic Implications:

Council's Forward Capital Works program identifies that it is a high priority for Council to complete improvements to the current Depot on Fairway Street. To this end, the plan identifies the expenditure of \$100,000 within the 2013/14 financial year. As detailed elsewhere in this report, the author recommends that, rather than spending such monies on modification of an unsuitable premises, the funds would be better spent on establishing a new depot site.

The relocation of both the Fairway Street and May Street depots will also provide an opportunity for the Town to put these sites to more appropriate uses.

Voting Requirements: Simple Majority

Council Resolution: 0613.136

Moved: Cr Russell

Seconded: Cr Kain

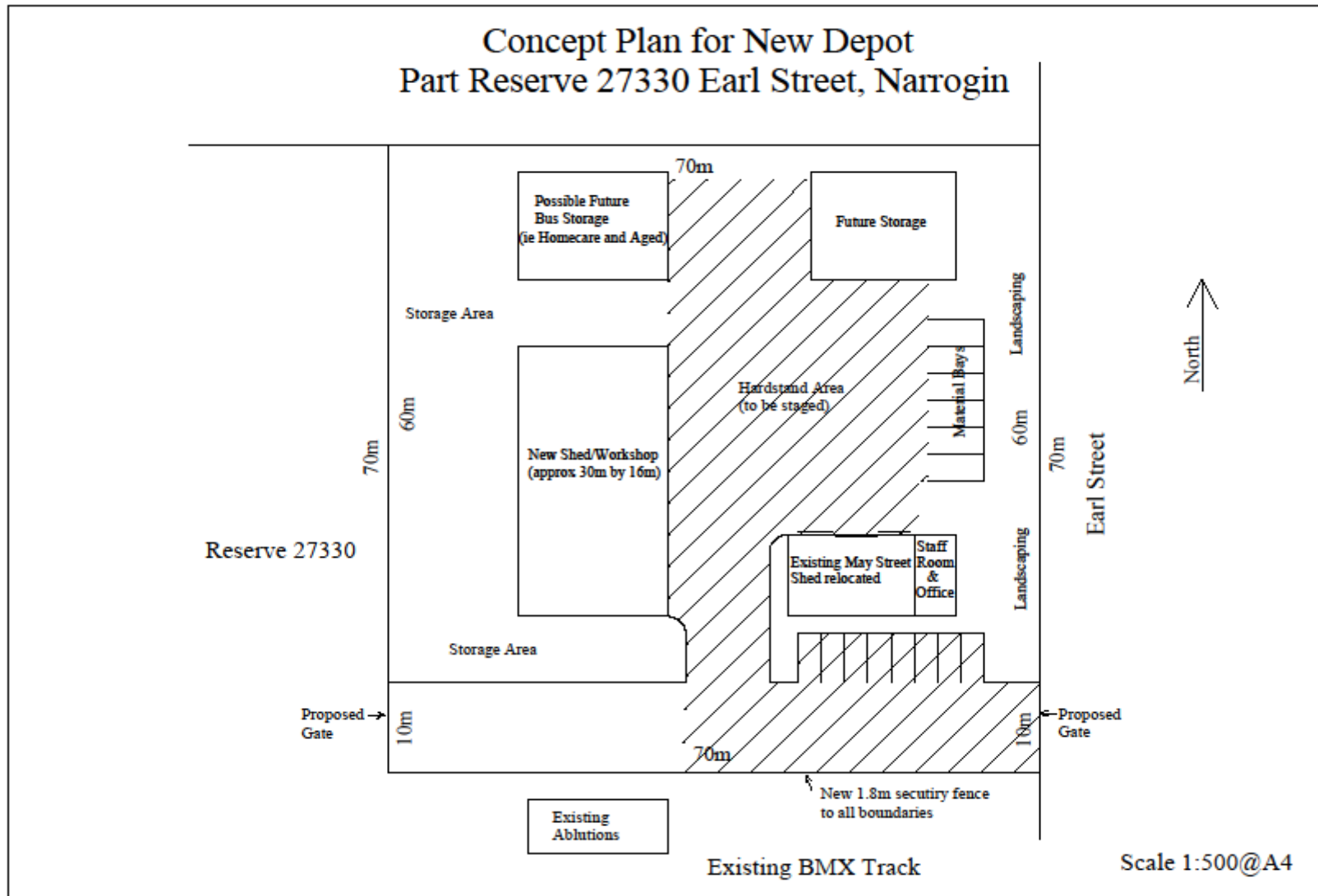
That Council:

1. Amend the Forward Capital Works Plan to include reference to the establishment of a new depot at a cost of \$150,000 in the 2013/14 financial year, as opposed to completing improvements to the current Fairway Street depot, currently identified by the program.
2. Endorse in principal, the proposal to establish a new depot on Part Reserve 27330, including the relocation of the May Street depot, subject to the works being funded by an appropriate grant funding source.

3. authorise an application being made to the Country Local Government Fund to reallocate the balance of the roofing program (\$150,000) identified in the 2010/11 funding allocation to the establishment of a new depot.
4. Consider allocating approximately \$150,000 of the 2010/11 CLGF grant funds towards the construction of a new Town of Narrogin depot, as part of the 2013/14 draft budget.

CARRIED: 6/1

Concept Plan for New Depot Part Reserve 27330 Earl Street, Narrogin



10.1.804 REGIONAL DEVELOPMENT AUSTRALIA – WHEATBELT FUNDING

File Reference: 3.5.14
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: Nil
Date: 5th July 2013
Author: Brian Robinson – Director Technical & Environmental Services
Susan Guy – Manager of Leisure and Culture

Attachments: Copy of Regional Development Australia Media Release

Summary:

Council is requested to consider endorsing an application for \$105,522 of funding on offer from Regional Development Australia for community infrastructure.

Background:

On the 21st June 2013, Regional Development Australia issued a Media release relating to Round 5 of the Regional Development Australia Fund relating to the Wheatbelt.

As detailed within the Media Release, this funding may only be used *“to build and renew community infrastructure, with a focus on shovel-ready projects in communities. Sporting facilities, libraries, town halls, playgrounds and essential community services such as child care facilities, are expected to benefit from this investment.”*

Applications for the funding must be lodged by the 22nd July 2013.

Council’s support and direction is sought to make application for this funding for a number of potential projects that have been identified through discussion with Town of Narrogin staff.

Comment:

The following is summary of the projects that have been identified which could be undertaken using this untied source of grant funding:

- a) Replacement of the Clayton Road oval fence along May Street – approx. \$8,000
- b) Establishment of a new entrance to the Clayton Road oval - approx. \$10,000
- c) Relocation of the May Street depot to facilitate new entrance - approx. \$20,000
Off May Street and new ticket box.
- d) Purchase and installation of a fixed electronic notice Board
Adjacent to Clayton Road at the Narrogin Regional Leisure Centre – approx. \$30,000
- e) Improvements to the Community Garden buildings on Hale Street - approx. \$22,000
- f) Replacement of some existing playground equipment - approx. \$15,000

To assist Council in determining the merits of these allocations, the following advice is provided:

Replacement of Clayton Road Fencing on May Street

As Councillors would be aware, the Clayton Road oval fence was replaced along Clayton Road as part of the road upgrade that was recently undertaken. The balance of the fencing, being located on May Street is in poor condition and appearance. Replacing the balance of the fencing is strongly recommended.

Establishment of New Entrance to Clayton Road Oval

The main entrance to the oval is currently located off Clayton Road in relative close proximity to the May Street intersection. Establishment of a new entrance is strongly recommended, given the status of Clayton Road as a heavy haulage route and the need to avoid traffic conflict. The current position of the entrance results in vehicles queuing on Clayton Road, which is likely to result in future traffic conflict.

Relocation of May Street/Clayton Road Depot

The Parks and Gardens depot at Clayton Road is positioned just south of the grandstand and toilet facilities. This position is considered the most appropriate location for a new entrance to the oval. Relocation of the existing shed is therefore required to facilitate the new entrance.

An allocation of funds from Regional Development Australia will not be required in the event that the required funds may be sourced from the Country Local Government Fund, as detailed in item 10.1.803 of this agenda. In the event CLGF funds are used, it is recommended the balance of the RDA funding be used for replacement playground equipment.

Electronic Noticeboard

An electronic notice board could be used to ensure that members of the public are aware of upcoming events and other matters the Town wishes to advertise. As RDA funds may not be used for mobile plant, the establishment of a fixed sign is proposed.

Improvements to Community Garden

The Gnarojin Community Gardens was established by Hotham Personnel who leased the old Bowling Club site on Hale Street for this purpose. As Councillors may be aware, Hotham Personnel has indicated that they do not wish to continue with the project, due to a reduction in available funding. The CEO of Hotham Personnel has confirmed on he would be writing to Council shortly to seek permission to exit the lease.

Following the first indications from Hotham Personnel that they may be ceasing the project in March this year, the Manager of Leisure and Culture has been overseeing community driven developments at the Gnarojin Community Gardens, after a meeting was called by the Manager to assess the community's interest in furthering the development of the Gardens.

Since that time, there has been a growing interest in the gardens from the Narrogin community from individuals with a range of expertise, various community sectors including education (Narrogin Senior High School, the Narrogin Agricultural College, and CY O'Connor Institute), disability (Accessibility, Options employment, Baptist care), and the indigenous sector (South West Aboriginal Medical Service).

The Manager of Leisure & Culture has, since March, been working with a community working group, which has introduced a plethora of interesting activities to the Gardens. The group, which has aspirations to become an incorporated body, has a strong interest in applying for various sources of funding and has in fact already applied for two small grants, amounting to less than \$10,000 for the purchase of rain water tanks, landcare and gardening equipment. The Town has auspiced these grants.

The working group has identified the need for a number of improvements to the existing infrastructure including:

Additional plumbing	- Approx \$2,000
Fencing and Gates	- Approx \$5,000
Additional Rainwater Tanks	- Approx \$2,000
A childrens' playground	- Approx \$13,000

Given that the gardens encourage and support social connectedness, provide opportunities for physical activity, learning food production skills and waste management, and contribute to the food security of vulnerable members of the wider community, works on the associated infrastructure would be consistent with the purpose of the grant.

Consultation:

Chief Executive Officer – Aaron Cook, Director of Corporate and Community Services – Colin Bastow, Manager of Leisure and Culture – Susan Guy and the Mayor Don Ennis.

Statutory Environment: Local Government Act

Policy Implications: Nil

Financial Implications:

The grant funding on offer does not require co-contribution. As a result, the works proposed are able to be undertaken at no cost to Council. Wherever possible, such funding should be used to reduce the Town's ongoing liability/costs associated with maintenance.

Strategic Implications:

Council's Forward Capital Works Plan identifies that there are no projects plans for additional funds to be spent on general parks and recreation reserves at this time. It is strongly recommended that this aspect of the plan be modified to allow the Town of Narrogin to take advantage of the current and future funding opportunities.

The Forward Capital Works plan does, however, advocate monies being spent on Council's community infrastructure and existing buildings.

Voting Requirements: Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Amend the Forward Capital Works plan to reflect the upgrading of existing infrastructure within general parks and reserves, most particularly the replacement of existing children's playground equipment constructed with treated pine, commencing in the 2013/14 financial year with an allocation of \$15,000.
2. Endorse an application being made for Regional Development Australia funding for the following projects:
 - a) Replacement of the Clayton Road oval fence along May Street – approx. \$8,000
 - b) Establishment of a new entrance to the Clayton Road oval - approx. \$10,000
 - c) Relocation of the May Street depot to facilitate new entrance - approx. \$20,000
Off May Street and new ticket box.
 - d) Purchase and installation of a fixed electronic notice Board
Adjacent to Clayton Road at the Narrogin Regional Leisure Centre – approx. \$30,000
 - e) Improvements to the Community Garden buildings on Hale Street - approx. \$22,000
 - f) Replacement of some existing playground equipment - approx. \$15,000

Council Resolution: 0613.137

Moved: Cr Russell

Seconded: Cr Muller

That Council:

1. Amend the Forward Capital Works plan to reflect the upgrading of existing infrastructure within general parks and reserves, most particularly the replacement of existing children's playground equipment constructed with treated pine, commencing in the 2013/14 financial year with an allocation of \$15,000.
2. Endorse an application being made for Regional Development Australia funding for the following projects:
 - g) Replacement of the Clayton Road oval fence along May Street – approx. \$8,000
 - h) Establishment of a new entrance to the Clayton Road oval - approx. \$10,000
 - i) Relocation of the May Street depot to facilitate new entrance - approx. \$20,000
Off May Street and new ticket box.
 - j) Purchase and installation of a fixed electronic notice Board
Adjacent to Clayton Road at the Narrogin Regional Leisure Centre – approx. \$30,000
 - k) Replacement of some existing playground equipment - approx. \$37,000

CARRIED: 7/0

21 June 2013

MEDIA RELEASE

Wheatbelt Shires to Share in \$3.6million through RDA Fund Round 5

The Honourable Anthony Albanese MP Minister for Regional Development and Local Government, announced on the 19 June 2013, \$150 million to be shared between all local councils and shires across Australia to help build and renew community infrastructure. This funding delivered through Round Five of the Regional Development Australia Fund and the Liveable Cities Program, is for capital infrastructure projects that will facilitate jobs and growth in regional and local communities.

Councils and shires will share this funding based on the current distribution of the Financial Assistance Grants. The Australian Government has also put in place an additional protection for smaller councils by ensuring a base payment of at least \$30,000.

This funding can only be used to build and renew community infrastructure, with a focus on 'shovel-ready' projects in communities. Sporting facilities, libraries, town halls, playgrounds and essential community services, such as child care facilities, are expected to benefit from this investment.

RDA Wheatbelt Chair Cynthia McMorran said "Round Five of the RDA Fund will allow individual local councils to decide on what is best for their communities needs. Our RDA committee participated in the assessment of projects for earlier rounds of RDAF. We are pleased that there is another opportunity for some of the viable and important projects to be funded."

Applications for RDAF Round Five open on 21 June 2013 and close at 5.00 pm local time on 22 July 2013. Further information and guidelines for RDA Round Five are available on the [Regional Australia, Local Government, Arts and Sport website](#).

Wheatbelt allocations:

Shire	Allocation	Shire	Allocation	Shire	Allocation
Beverley	\$80,317	Koorda	\$111,578	Toodyay	\$90,207
Brookton	\$65,782	Kulin	\$74,065	Trayning	\$89,789
Bruce Rock	\$118,557	Lake Grace	\$82,783	Victoria Plains	\$50,671
Chittering	\$70,169	Merredin	\$121,867	Wagin	\$85,717
Corrigin	\$95,147	Moora	\$72,958	Wandering	\$44,372
Cuballing	\$67,307	Mt Marshall	\$113,586	West Arthur	\$53,410
Cunderdin	\$84,217	Mukinbudin	\$95,482	Westonia	\$71,732
Dalwallinu	\$111,125	Narembeen	\$100,416	Wickepin	\$85,777
Dandaragan	\$74,279	Narrogin	\$67,643	Williams	\$35,970
Dowerin	\$79,816	Narrogin	\$105,522	Wongan-Ballidu	\$98,279
Dumbleyung	\$83,863	Northam	\$185,776	Wyalkatchem	\$88,085
Gingin	\$86,307	Nungarin	\$85,731	Yilgarn	\$68,034
Goomalling	\$53,868	Pingelly	\$77,823	York	\$81,668
Kellerberrin	\$107,425	Quairading	\$94,952		
Kondinin	\$77,256	Tammin	\$76,850		
TOTAL \$3,666,178					

10.2 CORPORATE AND COMMUNITY SERVICES

10.2.1013 VACATION SWIMMING REQUEST

File Reference: 5.4.4
Disclosure of Interest: Nil
Applicant: Mr Les Lazarakis - Manager Swimming and Water Safety
Previous Item Nos: Nil
Date: 27th June 2013
Author: Mr Aaron Cook - Chief Executive Officer

Attachments: Letter from Mr Les Lazarakis.

Summary:

It is presented for Council to consider opening the Narrogin Pool on Sunday the 22nd December from 1pm to 5:00pm.

Background:

Vacation Swimming has been held at the Narrogin Swimming Pool for many years and will continue to be the case, as Narrogin is the Regional Centre with excellent facilities.

The issue of opening the pool on Sundays has been removed over the last two years, as Council trialled the Sunday Swimming openings. However, prior to this time, Council was forced to open the pool outside of the normal operating hours in order to facilitate the Vac Swimming Sessions.

Comment:

It is presented to Council to consider the opening of the Pool to facilitate the VAC Swimming session on the 22nd December 2013; It is expected that this will cost Council approximately \$300.00 in labour, plus on costs.

There will be revenue raised from the day and it is expected that the Centre would come close to breaking even for the additional costs incurred.

It has been requested that the session would be from 9am to 12:30pm. However this is not being presented to Council, as, should Council agree within the budget to continue the Sunday Swimming opening, then this will work in with the time of the session to ensure that additional hours are not being incurred. It was stated by the Manager that any hours of the day are acceptable.

Consultation:

Mr Jeff Waters - Manager of the Narrogin Regional Leisure Centre

Statutory Environment: - Nil

Policy Implications: - Nil

Financial Implications: - Minimal

Strategic Implications: - Nil

Voting Requirements: Simple Majority

Council Resolution: 0613.138

Moved: Cr Madson

Cr McKenzie

That Council:

Approve the request to open the Narrogin Regional Leisure Centre on the 22nd December 2013, to facilitate Vacation Swimming Classes during the times of 1pm to 5pm.

CARRIED: 7/0

Swimming and Water Safety Branch
 T: 9344 0999 F: 9344 0900

«name1»
 «name2»
 «address»
 «street»
 «suburb» WA «pcode»

Dear Sir/Madam

REQUEST TO CONDUCT VACSWIM

In 2013-14, the Department of Education will be conducting its 95th annual vacation swimming program and is inviting you to join in to conduct classes at suitable centres within your jurisdiction.

The aim of VacSwim is to provide access for all Western Australians to safe, enjoyable and affordable swimming and water safety classes. The Department is keen to build on the success of previous programs, which has seen an increase of 17% in the enrolment since 2004-05.

Enclosed are form(s) requesting approval to conduct VacSwim at the swimming centre(s) or venue(s) within your jurisdiction. These forms are colour coded to correspond with the five programs:

- October Standard program (pink)
- October Short program (cream)
- Country Early Start (blue)
- January Standard programs (yellow)
- January Short program (green)

Please complete the appropriate form(s) and return, either by post or facsimile, F: 9344 0900, to VacSwim before **Wednesday, 29 May 2013**.

Please note, January Program 1 will be conducted over nine days, commencing on Monday, 30 December 2013. The program will not be conducted on the New Year's Day public holiday, Wednesday 1 January 2014. The Country Early Start Program will be conducted from 20 to 24 December 2013, see additional memorandum attached.

Unless otherwise stated, it will be assumed that the same level of access to pool space as in the previous year will apply. It is critical to VacSwim's success that this access is available throughout the full period requested. To assist in the scheduling of classes please list any conditions or activities that may apply during class times, e.g. restricted space or access at specific times due to other programs such as aquarobics. If possible, also complete the section on the pool entry fee as this will be published in the VacSwim promotion material and helps further reinforce to customers that an admission fee will apply.

Thank you for your cooperation. Please do not hesitate to contact VacSwim on T: 9344 0999, should you have any questions regarding the Department's forthcoming VacSwim program.

Yours sincerely



LES LAZARAKIS
 MANAGER
 SWIMMING AND WATER SAFETY

May 2013

Att

VACSWIM DECEMBER 2013 COUNTRY EARLY START PROGRAM

The Department of Education's Country Early Start Program is specifically tailored to allow wheatbelt communities the opportunity to complete VacSwim prior to the Christmas break. This allows families and instructors to travel to holiday destinations before Christmas Day.

The Department has reviewed feedback and the 2013 Country Early Start Program details outlined below represent the best possible outcome, considerate of school term dates, Christmas dates and resourcing considerations. The general consensus from communities and teaching staff was to conduct a program concluding on Christmas Eve, rather than not to conduct a program.

This season's Early Start Program will be offered from Friday 20 to Tuesday 24 December 2013, including Saturday 21 and Sunday 22 December 2013. The program will be 5 days x 35 minute lessons. The enrolment fee will be \$5 for a single enrolment and \$14 for a family of three or more. Stages 1 to 14 will be offered at most centres.

All programs will be conducted in the morning and centres are requested to offer space from 9.00 am. For those centres that have previously commenced at 10.00 am or later, the earlier start time will allow families and teaching staff a little extra time to travel home or to holiday destinations on Christmas Eve.

The standard time for late enrolments will be 3.00 pm on Thursday 19 December 2013. The standard time for the centre inservice will be 4.00 to 6.00 pm on Thursday 19 December 2013, allowing teaching staff a little extra time if travelling to the town on the last day of the school year. It is anticipated that if a centre is closed before 6.00 pm, the wet component of the inservice will be conducted at 4.00 pm.

On the final day, i.e, Christmas Eve, the Department may request the lessons to commence early, e.g, 8.00 am, to allow additional travel time at the end of the program for families and teaching staff. **In order to explore this option further, please indicate on the approval form, if pool space can be made available from 8.00 am on Christmas Eve.**

Similar to other 5 day short programs, the Early Start Program will provide 175 minutes of instruction. Enrolments will be advised that swimmer achievement may be limited when compared to the outcomes achieved in longer programs.

Please contact me on T: 9344 0999 to discuss any issues regarding the Department's 2013 Country Early Start Program.

LES LAZARAKIS
MANAGER
SWIMMING AND WATER SAFETY

May 2013

Australia 6939

PO Box 130, Tuart Hill, Western

10.2.1014 SALARIES AND ALLOWANCES TRIBUNAL DETERMINATION FOR ELECTED MEMBERS

File Reference: 13.3.2
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 2 July 2013
Author: Mr Aaron Cook - Chief Executive Officer

Attachments:

The Attachment will be provided in the Agenda pack for general information

Summary:

It is presented to Council to consider the following information to enable guidance to be provided for the budget draft and ensure an informed decision be made by Council during the budget process.

Background:

The Salaries and Allowances Tribunal have recently released a determination regarding Councillors payments for Meeting Fees and Presidents, Mayoral and Deputies allowances.

IN addition to this the Tribunal has also accepted from Councils correspondence to increase the Town of Narrogin from a level 4 to a level 3 classification Local Government.

Comment:

It is presented to Council to consider the ramifications of the Tribunals determination and to provide guidance to officers for the budget preparation.

The following table presents what is currently being paid and what has been presented to the author for Council discussion.

Sitting Fees	Previous	Proposed	Max Allowable
Elected Members	\$7,000 x 8	\$9,000 x 8	\$15,500 x8
Mayor	\$14,000	\$24,000	\$24,000
<i>Total Sitting Fees Expense</i>	<i>\$70,000</i>	<i>\$96,000</i>	<i>\$148,000</i>
Annual Allowance	Previous	Proposed	Max Allowable
Deputy Mayor	\$3,000	\$4,625	\$8,750
Mayor	\$12,000	\$18,500	\$35,000
<i>Total Allowances</i>	<i>\$15,000</i>	<i>\$23,125</i>	<i>\$43,750</i>
Grand Total Expense	\$85,000	\$119,125	\$191,750

Difference \$34,125

It must be noted that, for the Mayoral Allowance, there are two methods of determining the payment level and this can be directed by Council. The first is to set a yearly allowance within the range specified, which is \$1,000 to \$35,000 per annum. The second is to calculate 0.2% of the local Government's Total Revenue, as stated within the Annual Financial Statements. It must be noted that, within the determination, it stated that the lower figure is to be utilised. As such, should Council determine that a payment of \$20,000 Allowance per year is to be paid, yet the .02% of the Total Revenue calculates to \$17,500, then the Mayor would receive \$17,500 for that financial year.

The amount that has been provided within the table of workings, is based on the budgeted Total Revenue of Council for the Financial year of 2012/13.

It must be noted that any recommendation resolved at this meeting needs to be included within the Budget Document and will be deliberated on as part of the budget adoption.

As an independent author for this report, it is suggested that Council consider discussing the increase of the Sitting Fees and Allowance over a period of several years to reduce the financial impact on year one. This would have the effect of lessening the financial impact on Council, but also the potential impact within the Community, whilst also committing to a process of increase.

Consultation:

- Mayor Ennis

Statutory Environment: Nil

Policy Implications:

Upon the budget being adopted and Council resolving a process in regards to this item, the Policy Manual will need to be altered.

Financial Implications:

Depending on Council's recommendation and subsequent budget decision, the amount of rates that will be required to be raised will be increased, or other projects will need to be reduced. An actual financial requirement amount is not known until Council makes a recommendation; however, it should be noted that the increase will continue forward into future financial budgets.

Strategic Implications:

It must be noted that, to ensure that Council is keeping up with the current workloads of its Councillors, Mayor and Deputy Mayor, a review of the appropriate sitting fees and allowances should be performed.

It has always been debated that to ensure that members of the public nominated for Council are appropriately reimbursed for their time given to Council.

Voting Requirements: Simple Majority

OFFICER'S RECOMMENDATION

That Council:

Sitting Fees	Proposed
Elected Members	\$8,000 x 8
Mayor	\$19,000
<u>Total Sitting Fees Expense</u>	<u>\$83,000</u>
Annual Allowance	Proposed
Deputy Mayor	\$4,625
Mayor	\$18,500
<u>Total Allowances</u>	<u>\$23,125</u>
Grand Total Expense	\$106,125

Council Resolution: 0613.139

Moved: Cr Kain

Seconded: Cr Madson

To defer this item to the next Council meeting, to be held on the 23 July 2013, to allow the two councillors and CEO, who are absent from this meeting, to contribute to deliberations on this matter.

CARRIED: 7/0

11. ELECTED MEMBER'S MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

Note: Mr R Whyte left the room at 9:35am due to the Confidential nature of the following item.

12. CONFIDENTIAL - NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING

This item has been omitted due to its confidential nature.

13. CLOSURE OF MEETING

The Presiding Member closed the meeting at 10:01pm.