Shire of Wongan-Ballidu

Agenda

Ordinary Meeting of Council

Wednesday, 23 October 2024

NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Elected Members

I advise that the Ordinary Meeting of the Shire of Wongan-Ballidu will be held on Wednesday, 23 October 2024 commencing at 3.00pm at Council Chambers, Shire of Wongan-Ballidu, Corner Quinlan Street and Elphin Crescent, Wongan Hills WA 6603.

SAM DOLZADELLI
CHIEF EXECUTIVE OFFICER

Disclaimer
The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Wongan-Ballidu warns that any person(s) who has an application lodged with Council should rely only on written confirmation of the decision made at the Council meeting. No responsibility whatsoever is implied or accepted by the Shire of Wongan-Ballidu for any act, omission, statement or intimation taking place during a Council meeting.

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Item 1. ACKNOWLEDGEMENT OF COUNTRY / DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS / DECLARATION OF NEW COUNCIL MEMBER

Acknowledgement of Country: -
"I'd like to begin by acknowledging the first nations people of the land on which we meet today. I would also like to pay my respects to Elders past, present and emerging."

1.1 ELECTION OF DEPUTY SHIRE PRESIDENT
1.2 DRAW FOR COUNCILLOR SEATING

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Item 6. APPLICATION/S FOR LEAVE OF ABSENCE

Item 7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD WEDNESDAY, 25 SEPTEMBER 2024.

OFFICER RECOMMENDATION:

That the minutes of the Ordinary Meeting of Council held Wednesday, 25 September 2024 be CONFIRMED as a true and correct record of proceedings.

Item 8. MATTERS FOR WHICH MEETING MAY BE CLOSED

Item 9. REPORTS OF OFFICERS AND COMMITTEES

9.1 GOVERNANCE

9.1.1 APPOINTMENT OF COUNCILLORS TO VACANCIES ON COMMITTEES

REPORT DATE:	2 October 2024
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	November 2023 - Ordinary Council Meeting
AUTHOR:	Tan Evans – EA and Governance Officer
REVIEWER:	Sam Dolzadelli – Chief Executive Officer
ATTACHMENTS:	Terms of Reference for committees listed.

PURPOSE OF REPORT:

That Council appoint representatives to vacancies on Council committees.

BACKGROUND:

Council appointed Elected Members to committees following the October 2023 election. Following the resignation of Ex-Cr Elyssa Giedraitis from council and further the resignation of Cr Dwight Coad from two committees, Council is required to appoint members to each vacancy on affected committees.

COMMENT:

Currently the Council has the following vacancies;

- Health, Building and Planning Committee
  Current members; Cr Chambon (Chair), Cr Boekeman (Deputy Chair), Cr Stephenson.
  1x vacancy left by Cr Coad.

- Works and Services Committee
  Current members; Cr Coad (Chair), Cr Sewell.
  1x vacancy left by Cr Giedraitis (Deputy Chair).

- CEO Performance and Remuneration Review Panel
  Current members; Cr Stephenson (Chair), Cr Sewell.
  1x vacancy left by Cr Coad.

POLICY/LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 – Part 5, Division 2, Subdivision 2 – Committees and their meetings.

STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
  There are no known environmental impacts associated with this proposal.

- **Economic**
  There are no known economic impacts associated with this proposal.

- **Social**
  There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There are no financial implications associated with this item.

VOTING REQUIREMENTS: Absolute Majority Required

ABSOLUTE MAJORITY REQUIRED: Yes

OFFICER RECOMMENDATION:

That Council;

1. APPOINT Cr _____ to the Health Building and Planning Committee,

2. APPOINT Cr _____ to the Works and Services Committee,

3. APPOINT Cr _____ to the CEO Performance and Remuneration Review Panel

TERMS OF REFERENCE

of the

Health Building and Planning Committee

1. NAME

The name of the Committee shall be the Health, Building and Planning Committee, hereinafter referred to in its abbreviated form as the "Committee".

2. INTRODUCTION

2.1 The Council of the Shire of Wongan-Ballidu establishes a Health, Building and Planning Committee, pursuant to Part 5 of the *Local Government Act* 1995 (the Act).

2.2 The Committee is established in accordance with Part 5, Subdivision 2, Committees, and their Meetings, of the Local Government Act 1995.

2.3 The Committee operates to assist Council to fulfil its Strategic and planning responsibilities in relation to the Health, Building and Planning Functions

2.4 The Committee shall act in accordance with the provisions of the Act, the local laws and policies of the Shire of Wongan-Ballidu and these Terms of Reference.

3. OBJECTIVES

3.1 The objectives of the Committee are:

a. Advising Council on the development, management, and monitoring of Council's strategic management of council assets and Asset Management Plans.
b. Aligning Council's provision and management of assets and infrastructure to its long-term strategic objectives.
c. Establishing and monitoring community levels of service to justify assets and infrastructure.
d. Monitoring the implementation of environmental sustainability initiatives and strategies, to be a sustainable organisation and support the community to reduce its impact on the environment relating to Health, Building and Planning.

3.2 The following specific duties and responsibilities have been given to the Committee in order to facilitate the achievement of its objectives:

a. Assist in the review and recommend amendments required to the Local Planning Scheme to Council.

b. Assist with the development, review, and recommend amendments to the Local Planning Strategy

c. Assist with the development, review, and recommend amendments to the Local Planning Policies

d. Assist with the development, review, and recommend amendments to the Shire of Wongan Ballidu Local Laws relating to development services.

e. Assist with the development, review, and recommend amendments to policies relating to Environmental Health.

f. Assist with the development, review, of the Shire of Wongan Ballidu Public Health Plan

g. Assist with the development, review, and recommend amendments to policy relating to Building Services (statutory).

h. Assist with the development, review, and recommend strategies for waste management in the Shire of Wongan Ballidu

i. Assist with the development, review, and recommend strategies of current waste management practices with a focus on efficiency and responsible waste management.

j. Assist with the development, review, and recommend policies and strategies relating to Asbestos.

k. Assist with the development, review, and recommend strategies for the development and maintenance of the Shires Built Assets

l. Assist with the development, review, and recommend amendments to funding strategies to link into the Shires 4-year Corporate Plan and LTFP

m. Review of the performance of tenders and tenderers as they pertain to the capital programs of the Shire.

n. Assist with the review of the performance of contracts and contractors who supply Shire Services

o. Assist with review budgets of projects to ensure financial oversight of projects undertaken.

p. Review or recommend to Council management agreements for access to and use of Shire facilities.

q. Develop, or review and recommend amendments to policies relating to Building Services

r. Assist with the review of planned, programmed and unforeseen budget requirements of the capital Works Program from year to year.

4. MEMBERSHIP

4.1 Council will appoint four (4) elected members to the Committee.

4.2 Membership of the Committee will, unless determined otherwise, cease on the day of the next ordinary Council election.

4.3 Council will appoint new members to the Committee at the next meeting of Council following the Council election.

4.4 The membership of a member maybe terminated in accordance with the Act.

5. PRESIDING MEMBER

5.1 The Committee will Elect a Presiding Member and Deputy Presiding Member to conduct its business.

5.2 The appointments of the Presiding Member and Deputy Presiding Member will be made at the first Committee meeting after the Council election.

5.3 The Presiding Member and Deputy Presiding Member appointees will cease on the day of the next Council election, or if either appointee resign from Council.

6. MEETINGS

6.1 The Committee will meet at least three (3) times per year.

6.2 The Committee will report to Council in accordance with clause 2.9 of *The Shire of Wongan-Ballidu Council Meeting Local Law 2010*.

6.3 Notice of meetings will be given to members at least five (5) days prior to each meeting, with the agenda to be provided to members not less than 72 hours prior to the meeting.

6.4 The Presiding Member will ensure that that detailed minutes of all meetings are kept in accordance with *Part 14 of the Shire of Wongan-Ballidu Council Meeting Local Law 2010*.

6.5 All members of the Committee will have one (1) vote. If the vote of the members present is equally divided, the Presiding Member will cast a second vote.

6.6 Where the Committee makes a recommendation to the Council, the Chief Executive Officer will ensure that the recommendation is on the agenda of the next practicable ordinary Council meeting.

7. QUORUM

7.1 The quorum for a meeting will be at least 50% of the number of offices of membership, whether vacant or not.

8. DELEGATED POWERS

8.1 The committee does not have any delegated authority to act on behalf of the local government.

8.2 The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility.

8.3 The Committee does not have any operational management functions and cannot involve itself in operational processes or procedures.

8.4 In all other matters, Committee decisions and recommendations are not binding to Council and must be endorsed by Council to take effect.

9. APPROVAL

Council Adoption	**Date**	22/11/2023	**Resolution #**	

TERMS OF REFERENCE

of the

Works and Services Committee

1. NAME

The name of the Committee shall be the Works and Services Committee, hereinafter referred to in its abbreviated form as the "Committee".

2. INTRODUCTION

2.1 The Council of the Shire of Wongan-Ballidu establishes a Works and Services Committee, pursuant to Part 5 of the *Local Government Act* 1995 (the Act).

2.2 The Committee is established in accordance with Part 5, Subdivision 2, Committees, and their Meetings, of the Local Government Act 1995.

2.3 The Committee operates to assist Council to fulfil its Strategic and planning responsibilities in relation to the Works and Services Functions

2.4 The Committee shall act in accordance with the provisions of the Act, the local laws and policies of the Shire of Wongan-Ballidu and these Terms of Reference.

3. OBJECTIVES

3.1 The objectives of the Committee are:

a. Advising Council on the development, management, and monitoring of Council's strategic management of council assets and Asset Management Plans.

b. Aligning Council's provision and management of assets and infrastructure to its long-term strategic objectives.

c. Establishing and monitoring community levels of service to justify assets and infrastructure.

d. Monitoring the implementation of environmental sustainability initiatives and strategies, to be a sustainable organisation and support the community to reduce its impact on the environment relating to Works and Services.

3.2 The following specific duties and responsibilities have been given to the Committee in order to facilitate the achievement of its objectives:

a. Assist with the monitoring, development, and implementation of Council's Strategic Asset Management Plans in accordance with Council's Asset Management Policy, including reporting on the performance of the Plans.

b. Assist with the development of strategies and opportunities to further develop transport and integration of transport needs of the Community.

c. Assist with the development, review, and recommend implementation of Council's policies relating to this Committee's Terms of Reference.

d. Assist with the Development of Strategic plans for the Shire's Road network.

e. Assist with the preparation of long-term financial plans to fund works on the Shire's Road network.

f. Assist with the preparation of the Shire's Own capital works programs and plant replacement plans.

g. Assist with advice and preparation and creation of 4-5-year work grant programs as required by Roads to Recovery, Blackspot program, and Regional Road grants (MRWA) and Wheatbelt Secondary Freight Network.

h. Assist with the assessment of the performance of the Shire works program.

i. Assist with the review of the performance of contracts and contractors who supply Shire procurement.

j. Assist with the review of the performance of tenders and tenderers as they pertain to the capital programs of the Shire.

k. Assist with the review of budget performance of the Works program and any required budget adjustments.

l. Assist with the review planned, programmed and unforeseen budget requirements of the capital Works Program from year to year.

4. MEMBERSHIP

4.1 Council will appoint three (3) elected members to the Committee.

4.2 Membership of the Committee will, unless determined otherwise, cease on the day of the next ordinary Council election.

4.3 Council will appoint new members to the Committee at the next meeting of Council following the Council election.

4.4 The membership of a member maybe terminated in accordance with the Act.

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6.4 The Presiding Member will ensure that that detailed minutes of all meetings are kept in accordance with *Part 14 of the Shire of Wongan-Ballidu Council Meeting Local Law 2010*.

6.5 All members of the Committee will have one (1) vote. If the vote of the members present is equally divided, the Presiding Member will cast a second vote.

6.6 Where the Committee makes a recommendation to the Council, the Chief Executive Officer will ensure that the recommendation is on the agenda of the next practicable ordinary Council meeting.

7. QUORUM

7.1 The quorum for a meeting will be at least 50% of the number of offices of membership, whether vacant or not.

8. DELEGATED POWERS

8.1 The committee does not have any delegated authority to act on behalf of the local government.

8.2 The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility.

8.3 The Committee does not have any operational management functions and cannot involve itself in operational processes or procedures.

8.4 In all other matters, Committee decisions and recommendations are not binding to Council and must be endorsed by Council to take effect.

9. APPROVAL

Council Adoption	**Date**	22/11/2023	**Resolution #**	

TERMS OF REFERENCE

of the

CEO Performance and Remuneration Review Panel

1. ESTABLISHMENT OF COMMITTEE

Pursuant to Section 5.38(1) of the Local Government Act, which requires the local government to review the performance of the CEO if the CEO is employed for a term of more than 1 year;

1. At the Ordinary Council Meeting of 26 June 2024, Council adopted Policy 5.37 – CEO Performance and Remuneration Review (copy attached),
2. The Policy states that Council is to appoint a CEO Performance and Remuneration Review Panel following every local government election, and
3. As this is a new Policy being implemented outside of a local government election, Council is required to establish the panel at this point in time, to govern the process of future CEO performance and remuneration reviews.

Whilst the review is a whole of Council responsibility, the Council must appoint a panel to facilitate the process and bring recommendations back to council.

2. PURPOSE OF COMMITTEE

The purpose of the CEO Performance and Remuneration Review Panel (the "Panel") is to provide general oversight of the Performance and Remuneration Review process of the Chief Executive Officer; to make recommendations to the whole of Council (Elected Members) on the required Key Performance Indicators (KPIs) for the CEO; to ensure there is process for review of these KPIs, and that the process is fair, robust, and carried out to relevant legislation and regulations.

They will achieve this by:

(a) Working with the appointed Independent Facilitator
(b) Facilitating the preparation and recommendation of the position KPIs for the role of Chief Executive Officer to whole of Council.
(c) Agreeing on a timeline for review of position KPIs.
(d) Reviewing position KPIs when required.
(e) Recommending to Council any changes to KPIs, remuneration package and employment condition updates, in line with Council policies.

3. MEMBERSHIP

Membership of the Committee is to consist of (endorsed by Council 24/07/2024):

- **Cr Mandy Stephenson (Chairperson)**
- **Cr Dwight Coad**
- **Cr Matthew Sewell**

4. QUORUM

The Quorum for the meeting is 100% of the number of Committee members at all times.

5. COMMITTEE TERMS OF REFERENCE – ROLES AND RESPONSIBILITIES

(a) To provide general guidance and participate in the performance and remuneration review process for the position of Chief Executive Officer of the Shire of Wongan Ballidu, in accordance with Policy 5.37 agreed by the Council.

(b) To make recommendation to the Council, including but not limited to:
- Key Performance Indicators (KPIs)
- Remuneration Package and Employment Condition review/s

(c) To consider the assessment of Chief Executive Officer against agreed KPIs.

(d) A report to Council with recommendation detailing the preferred KPIs, including the timeline for achieving these KPIs

(e) Any other matter which is not stipulated within these terms of reference, but which is within the conspectus of the powers and functions of the Panel or other matters which are specifically referred by the Council to the Panel and related to the functions surrounding the performance and/or remuneration aspects of the Chief Executive Officer role.

6. TERMS OF REFERENCE – OPERATIONAL MATTERS

(a) The Panel shall always act in strict accordance with relevant legislation and regulations (being the Local Government Act 1995 and associated Regulations) and in accordance with these Terms of Reference in the performance of its function.

(d) For the purposes of reporting and accountability requirements, the Panel must keep minutes of all meetings of the Panel. The reporting of the recommendations of the Panel to the Council in this manner is sufficient to satisfy the reporting and accountability requirements of the Council.

(e) All decisions of the Panel shall be made on the basis, of a majority decision of the members present in accordance with the Local Government Act and The Shire of Wongan Ballidu Standings Local Law

(f) Meetings of the Panel will be held at a location as determined by the Presiding Member of the Panel in consultation with Panel Members.

(g) The Panel shall meet as often as the Panel considers necessary.

(h) The Panel can utilise video and/or phone conferencing as and when considered necessary.

(i) The procedure to be observed in relation to the conduct of the meeting of the Panel is generally to be in accordance with the Local Government Act, associated regulations and the Shire of Wongan Ballidu Standing Orders Local Law and these terms of reference.

7. INDEPENDENT FACILITATOR (CONSULTANT) – ROLE & RESPONSIBILITIES

(a) Provides independent human resources consultant advice to the Panel that covers the following aspects of the process:
- Shortlisting recommended KPIs to the Panel for discussion
- As directed by the Panel, preparing detailed KPIs following Panel discussions
- Preparation of Council report as directed by Panel for Council endorsement of preferred candidate and employment contract.

(b) The Independent Facilitator is not to be directly involved in determination of a particular outcome, their role is not one of decision-maker.

(c) All documents managed by the Independent Facilitator must be provided to the Shire in line with the Shire recording keeping policy and procedure.

8. CONFIDENTIALITY

All Panel members and the Independent Facilitator understand that they are bound by confidentiality with respect to all matters relating to the topic of CEO KPIs, performance, remuneration and related items.

9. TENURE

The Panel which is established for the purpose of assisting the Council with;

1. Appointing an independent facilitator to undertake the initial CEO Performance Criteria review
2. Establishing and reviewing annual KPI's
3. Consideration of CEO remuneration review
4. And any other matters relating to the above points.

The membership and function of this Panel will be reviewed following every ordinary election.

9. APPROVAL

Council Adoption	**Date**	10/07/2024	**Resolution #**	030724

9.1.2 DELEGATED AUTHORITY TO CEO TO DISPOSE OF LAND – LOT 8, 26 NINGHAN ROAD, WONGAN HILLS

FILE REFERENCE:	A1575
REPORT DATE:	15 October 2024
APPLICANT/PROPONENT:	Lennyridge Pty Ltd
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Sam Dolzadelli - Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

To delegate authority to the Chief Executive Officer (CEO) to negotiate with the potential buyer in regard to the sale of industrial land Lot 8, 26 Ninghan Road, Wongan Hills in accordance with Councils' parameters and Sections 5.42 and 5.43 of the *Local Government Act 1995*.

BACKGROUND:

Council has developed industrial blocks at Jensen Street and Ninghan Road Wongan Hills to encourage Industrial development within the Wongan Hills town site. All but two lots have been sold since the subdivision was undertaken. There has been little interest in these two lots since development in 2010.

Development costs for the lots averaged at $50,000 per lot.

COMMENT:

In June of 2022, the Shire underwent a land buildings valuation which comprised of the Danubin Rise vacant lots. That valuation has valued Lot 8, 26 Ninghan Road, Wongan Hills as having a fair valuation (market value) of $115,000. This increased from the 2016 Valuation of $60,000. However, it has been marketed via the Shires website at a price of $50,000.

An offer was received by email 8 October 2024 for the sum of $44,000 inclusive of GST.
It should be noted that GST is payable on the sale of this land.

Google Maps 15 October 2024

Shire of Wongan Ballidu – 30 June 2022
This is a schedule of values only. It is to be read in conjunction with the valuation report prepared for UNDA for Financial Reporting purposes issued 25 March 2022.
The valuation assessment and report are contingent upon a number of conditions, qualifications and critical assumptions which are fully described and set out in the body of the report.
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SHIRE OF WONGAN BALLIDU
FAIR VALUE AS AT 30 JUNE 2022
LAND ASSETS
JLL PUBLIC SECTOR VALUATIONS

JLL Achieve Ambitions

FAIR VALUE MEASUREMENT LAND

JLL ID	Client ID	Land Description	Street No.	Street Name	Suburb	State	Lot No.	Plan No.	Tenure	Zoning	Area (sq.m²)	Comments	FAIR VALUE AS AT 30 JUNE 2022 $
LND041	L0093	Near regular shaped, vacant allotment	26	Ninghan Street	Wongan Hills	WA	Lot 8	P065833	Shire of Wongan Ballidu	Industrial	6475	-	$ 115,000

Land Valuation 2022

POLICY REQUIREMENTS:

There are no known policy requirements in relation to this item.

LEGISLATIVE REQUIREMENTS:

5.42. Delegation of some powers and duties to CEO

(1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.
** Absolute majority required.*

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
[Section 5.42 amended by No.1 of 1998 s.13.]

5.43. Limits on delegations to CEO's

A local government cannot delegate to a CEO any of the following powers or duties:-

(a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
(b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
(c) appointing an auditor;
(d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
(e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
(f) borrowing money on behalf of the local government;
(g) hearing or determining an objection of a kind referred to in section 9.5;
(h) any power or duty that requires the approval of the Minister or the Governor; or
(i) such other powers or duties as may be prescribed.

STRATEGIC IMPLICATIONS:

There are no known strategic requirements in relation to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
  There are no known environmental implications associated with this item.

- **Economic**
  There are no known economic implications associated with this proposal.

- **Social**
  There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

This income has not been budgeted; it is anticipated that these funds will be transferred to Reserve.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

OFFICER RECOMMENDATION

That Council:

1. DELEGATE authority to the Chief Executive Officer for the sale of Lot 8, 26 Ninghan Road, Wongan Hills for the sum of $44,000 (including GST) with each party responsible for their own settlement costs; and
2. DELEGATE authority to the Chief Executive Officer to review submissions received in accordance with Section 3.58 (3); and
3. That Council DECLARE that the Valuation carried out more than 6 months before the proposed disposition to be a true indication of the value at the time of this proposed disposition.

9.1.3 ESTABLISHMENT OF CHILDCARE AND YOUTH STRATEGIC WORKING GROUP

FILE REFERENCE:	Council, Committees and Meetings
REPORT DATE:	16 October 2024
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Ordinary Council Meeting – 22 May 2024 Informal Meeting – 25 September 2024
AUTHOR:	Sam Dolzadelli – Chief Executive Officer
ATTACHMENTS:	01 – Terms of Reference – Childcare and Youth Strategic Working Group

PURPOSE OF REPORT:

The purpose of this report is to recommend that Council establishes a Childcare and Youth Strategic Working Group.

BACKGROUND:

In 2023 discussions took place with representatives from the Wongan Cubbyhouse in relation to their financial sustainability and the future of providing childcare services in the Shire. This lead to a number of subsequent discussions with Wongan Cubbyhouse and Council as to how we can work on solutions to this issue.

At the Ordinary Council Meeting on 22 May 2024, Council resolved the following:

MOVED: Cr COAD **SECONDED: Cr BOEKEMAN**

That Council **APPROVE** the request for the Shire of Wongan-Ballidu to obtain a Management Order from Department of Planning, Lands and Heritage for Lot 502 Quinlan St, Wongan Hills for the purpose of Civic and Community use.

CARRIED: 6/0
RESOLUTION: 080524

For:	**Against:**
Cr M Stephenson	
Cr D Coad	
Cr S Boekeman	
Cr E Giedraitis	
Cr M Sewell	
Cr S Starcevich	

The reason for obtaining the Management Order over Lot 502 Quinlan Street for Civic and Community use, was for strategic purposes in relation to childcare and youth services and facilities.

On 19 September 2024, the CEO met with the managers of Wongan Cubbyhouse, to further discuss the future of childcare services in the district. Subsequent to this meeting, the CEO presented a draft

Terms of Reference for a Childcare and Youth Strategic Working Group to Council at the informal meeting held 25 September 2024.

POLICY REQUIREMENTS:

There are no policy requirements associated with this items.

LEGISLATIVE REQUIREMENTS:

There are no legislative requirements associated with this item.

STRATEGIC IMPLICATIONS:

Childcare and youth services and facilities are an imperative part of the Shire's local community and economy.

The Shire's Strategic Community Plan 2021 – 2031 does not specifically mention childcare, however, it has the following in relation to youth.

- Young people are supported to maintain a connection to their Town's.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
  There are no known environmental impacts associated with this proposal.

- **Economic**
  The Wongan Cubbyhouse is operating at fully capacity, and the demand for childcare services is greater than what can be supplied due to limitation of the current facility. If nothing is done about this, it will have a negative impact on the Shire's local economy, due to being unable to attract new families requiring childcare.

- **Social**
  There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There are no financial implications associated with this item.

COMMENT:

At the informal meeting of Council on 25 September 2024, Council provided support for the establishment of the Childcare and Youth Strategic Working Group ("Working Group"). The draft Terms of Reference (ToR) were presented to Council at the same meeting.

The draft ToR have been shared with the Wongan Cubbyhouse, and feedback received. Minor changes have been made to the initial draft Terms of Reference.

The core objective of the Working Group is to assist the Shire Administration in:

a) Undertaking a comprehensive feasibility study of childcare and youth services and facilities in the Shire to determine financial sustainability of current and potential future services.
b) Developing a business case which can be used to apply for future grant funding (initially 2026 Commonwealth capital funding).
c) Developing a strategic plan for the future of childcare and youth services and facilities within the Shire.

The ToR requires three (3) elected members to be appointed to the Working Group.

VOTING REQUIREMENTS: Simple Majority.

OFFICER RECOMMENDATION:

That Council:

1. Establishes the Childcare and Youth Strategic Working Group, under the parameters contained in the Terms of Reference (attachment 1)
2. Appoints the following elected members to the Childcare and Youth Strategic Working Group:
   i.
   ii.
   iii.

TERMS OF REFERENCE

of the

Childcare and Youth Strategic Working Group

1. NAME

The name of the Working Group shall be the Childcare and Youth Strategic Working Group, hereinafter referred to in its abbreviated form as the "CYSWG" or "Working Group".

2. INTRODUCTION

2.1 The Working Group operates to assist Council with its strategic forward-planning for childcare and youth services and facilities within the Shire of Wongan-Ballidu.

2.2 The Working Group is not a Committee of Council and has no delegated authority. The Working Group is established to develop a business case for the future of childcare and youth services within the Shire of Wongan-Ballidu.

3. OBJECTIVES

3.1 The objectives of the Working Group are:

a. to develop a business case on the future financial sustainability of Wongan Cubbyhouse, based on an expansion of services;
b. to identify funding opportunities for a new childcare and youth care facility in Wongan Hills;
c. to develop a strategic plan for the future of childcare and youth care services in the Shire of Wongan-Ballidu

3.2 The following specific duties and responsibilities have been given to the Working Group in order to facilitate the achievement of its objectives:

a. to conduct the necessary community engagement to ascertain demand for childcare and youth services within the Shire and neighbouring local government areas;
b. to undertake a feasibility study on investment in an expanded childcare and youth care service in Wongan Hills;

c. to develop a business case which will be used to apply for external funding for a new childcare and youth facility in Wongan Hills;

d. to advise the Shire of Wongan-Ballidu Council on future operating and capital investment requirements for Wongan Cubbyhouse.

4. MEMBERSHIP

4.1 Council will appoint three (3) elected members to the Working Group.

4.2 Membership will also comprise of Shire of Wongan-Ballidu administration staff, representatives from Wongan Cubbyhouse and key stakeholders representing the WHDHS and youth care services.

4.3 Any additional members can be added to the Working Group throughout the operational life of the Working Group as an absolute majority vote of the current membership at any given time.

4.4 In order to maximise membership continuity, a councillor who is a member of the Working Group will cease to be a member on the day in which they cease to be a councillor.

Organisation	**Member Name**
Shire of Wongan-Ballidu Council	TBA
Shire of Wongan-Ballidu Council	TBA
Shire of Wongan-Ballidu Council	TBA
Shire of Wongan-Ballidu Administration	Sam Dolzadelli (CEO)
Shire of Wongan-Ballidu Administration	Mel Lymon (DCEO)
Shire of Wongan-Ballidu Administration	Kim Walsh (MCCS)
Wongan Cubbyhouse	Jane Liu (Centre Manager)
Wongan Cubbyhouse	Mel Pascoe (Centre Manager/ECT)
Youth Group	Karen Box
Youth Group	Lorraine Lobo
School/Youth	Karen Marshall
External consultant	TBA (If necessary)

5. CHAIRPERSON

5.1 The Shire of Wongan-Ballidu Chief Executive Officer will be appointed as the Chairperson of the Working Group, they will appoint a Presiding Member and Deputy Presiding Member to conduct its business.

5.2 In the instance the Shire of Wongan-Ballidu CEO is not available to chair a meeting, the Shire's Deputy CEO will chair the meeting.

6. MEETINGS

6.1 The Working Group will meet at a frequency determined by the Working Group based on necessity. It is recommended that the initial Working Group meeting be held in November 2024.

6.2 Notice of meetings will be given to members at least five (5) days prior to each meeting, with the agenda to be provided to members not less than 72 hours prior to the meeting.

6.3 The Chairperson will ensure that detailed minutes of all meetings are kept.

6.4 All members of the Working Group will have one (1) vote. If the vote of the members present is equally divided, the Chairperson will cast a second vote.

7. QUORUM

7.1 The quorum for a meeting will be at least 50% of the number of offices of membership, whether vacant or not.

8. APPROVAL

Council Adoption	**Date**	TBA	**Resolution #**	TBA

9.2 ADMINISTRATION & FINANCIAL SERVICES

9.2.1 ACCOUNTS SUBMITTED FOR SEPTEMBER 2024

FILE REFERENCE:	F1.4
REPORT DATE:	18 October 2024
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melinda Lymon – Deputy Chief Executive Officer
REVIEWER:	Sam Dolzadelli – Chief Executive Officer
ATTACHMENTS:	9.2.1 Accounts for September 2024

PURPOSE OF REPORT:

That the accounts for 1 September 2024 to 30 September 2024, as submitted, be received.

BACKGROUND:

This information is provided to the Council on a monthly basis in accordance with provisions of the *Local Government Act 1995* and Local Government (Financial Management) Regulations 1996.

COMMENT:

The *Local Government (Financial Management) Regulations 1996* were updated effective 1 September 2023 to include Regulation 13A, which requires payments by employees via purchasing cards to be presented to Council and recorded in the minutes. Previously, the credit card payment details were provided to Council in the Information Bulletin, however this is now provided for Council within the attachment in conjunction with the list of accounts paid.

POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

LEGISLATIVE REQUIREMENTS:

Local Government (Financial Management) Regulations 1996 Regulation 13 & 13A requires the attached report to be presented to Council.

Lists of Accounts

Regulation 13 and 13A of the *Local Government (Financial Management) Regulations 1996* are applicable to this agenda item and attached reports.

Regulation 13 – Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

(a) the payee's name; and

(b) the amount of the payment; and

(c) the date of the payment; and

(d) sufficient information to identify the transaction.

(2) A list of accounts for approval to be paid is to be prepared each month showing —

(a) for each account which requires council authorisation in that month –

(i) the payee's name; and

(ii) the amount of the payment; and

(iii) sufficient information to identify the transaction; and

(b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under subregulation (1) or (2) is to be —

(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and

(b) recorded in the minutes of that meeting.

Regulation 13A – Payments by employees via purchasing cards

(1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —

(a) the payee's name;

(b) the amount of the payment;

(c) the date of the payment;

(d) sufficient information to identify the payment.

(2) A list prepared under subregulation (1) must be —

(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and

(b) recorded in the minutes of that meeting.

STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
  There are no known environmental impacts associated with this proposal.

- **Economic**
  There are no known economic impacts associated with this proposal.

- **Social**
  There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

All payments are made within the confines of Councils adopted budget.

VOTING REQUIREMENTS: Simple Majority

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

That Council, in accordance with Regulation 13 and 13A of the *Local Government (Financial Management) Regulations* 1996, receives the list of payments totalling $415,104.72, and the payments made by employees via purchasing cards and direct debits totalling $86,107.91, made under delegated authority and by authorised employees for the month ended 30 September 2024.

List of Payments - September 2024

Presented to the Ordinary Council Meeting - 23 October 2024

Payment / Invoice	Date	Description	Amount
EFT Payment			
EFT Payment - EFT00006 05/09/2024			
1022 - WONGAN HILLS ANGLICAN CHURCH			
202407	29/08/24	Community Grants 2024/25 Mainly Music	900.00
		Total 1022	**900.00**
1244 - LENNYRIDGE T/AS TKB MECHANICAL			
13444	05/09/24	supply and fit windscreen to Cat Roller WB024 - Insurance Claim	970.00
		Total 1244	**970.00**
131 - IXOM OPERATIONS PTY LTD			
6855280	01/09/24	Service Fee for Chlorine - Pool & Ovals	295.99
		Total 131	**295.99**
1580 - INTEGRATED ICT - A MARKET CREATIONS COMPANY			
34077	05/09/24	August Billing - Office 365 for Medical Centre	159.72
		Total 1580	**159.72**
1753 - PW GEE WELDING SERVICES			
0104309	05/09/24	Supply duragal RHS per metre for PSP4	1,208.06
		Total 1753	**1,208.06**
2064 - TRACTUS AUSTRALIA			
WONSHI AUGUST 2024	03/09/24	Supply, strip, fit, balance & dispose for WB004 & PG16, fitting for Shire Bus	5,645.00
		Total 2064	**5,645.00**
2115 - AUTOPRO NORTHAM			
1160748	23/07/24	Supply O-Rings for PBH4	9.60
		Total 2115	**9.60**
2125 - HAYCOM TECHNOLOGY PTY LTD			
67638	31/08/24	Medical Centre IT Services for August 2024	862.40
		Total 2125	**862.40**
2195 - HERSEY'S SAFETY PTY LTD			
48974	29/08/24	Various PPE Equiment for Works & Services	1,266.65
		Total 2195	**1,266.65**
2221 - WALKERS DIESEL SERVICES			
3415	05/09/24	Repairs to hydraulics for WB023 Fuso Truck	1,237.50
		Total 2221	**1,237.50**
2304 - KIM WALSH			
UNIFORMS	02/09/24	Uniform Reimbursement	386.86
		Total 2304	**386.86**
2343 - RING CENTRAL AUSTRALIA			
CD_000897090	05/09/24	Telephone account at Wongan Hills Medical Centre Billing Period 26/8/24 to 25/9/24	390.37
		Total 2343	**390.37**
2391 - CLAIR & PAUL ROSSER			

Payment / Invoice	Date	Description	Amount
Wilson Parking	13/08/24	Reimbursement for parking costs WB011 staff training	35.44
		Total 2391	**35.44**
2440 - GERALDTON TRANSPORT			
45737	28/08/24	Freight Charge ex Corsigns	141.90
		Total 2440	**141.90**
2458 - RURAL RANGER SERVICES			
40	29/08/24	Ranger Services from 26/08/24 to 27/08/24	574.53
		Total 2458	**574.53**
2470 - PRACTICAL COMPLIANCE SOLUTIONS			
0892	02/09/24	Induction System Review	5,225.00
		Total 2470	**5,225.00**
2478 - WA GARDENING HANDIWORK & CLEANING			
177	05/09/24	Cleaning of shire buildings week ending 31-08-2024	962.50
		Total 2478	**962.50**
439 - LOCAL HEALTH AUTHORITIES ANALYTICAL COMM.			
MA2024 131	05/09/24	Analytical Services for 2024-25	526.90
		Total 439	**526.90**
58 - NUTRIEN AG SOLUTIONS LIMITED			
911277943	05/09/24	Supply 2 x Envirodye Blue 5L for Parks and Gardens	397.12
		Total 58	**397.12**
62 - STAR TRACK EXPRESS PTY LTD			
2000476426	23/07/24	Freight Charge ex Stewart & Heaton (BFB)	62.32
		Total 62	**62.32**
64 - OFFICEWORKS BUSINESS DIRECT			
615985289	05/09/24	CRC Administration Stationery Supplies	228.45
616194352	27/08/24	Admin Building - Officeworks Order	490.07
616228424	05/09/24	CRC Administration Stationery Order	234.67
		Total 64	**953.19**
716 - N-COM PTY LTD			
3151	05/09/24	Repair 2 Unit Transmitters SBS - replacement power supplies for both units freight included	2,691.26
		Total 716	**2,691.26**
		Total EFT00006	**24,902.31**
EFT Payment - EFT00007 05/9/2024			
5 - IOU SOCIAL CLUB			
PJ0042	03/09/24	FORTNIGHT 2025- 5 - From Payroll	260.00
		Total 5	**260.00**
		Total EFT00007	**260.00**
EFT Payment - EFT00008 - 12/9/2024			
1061 - PUBLIC TRANSPORT AUTHORITY OF WA			
Aug-24	23/07/24	TransWA Ticketing Ending 31/08/24	62.56
		Total 1061	**62.56**
1249 - DUN DIRECT PTY LTD			
Aug-24	12/09/24	Fuel Account for August 2024	42,187.85

Payment / Invoice	Date	Description	Amount
		Total 1249	**42,187.85**
148 - BALLIDU TRADING POST			
222 AUGUST 2024	12/09/24	Ballidu Rates Notices & Newpapers for August 2024	177.30
		Total 148	**177.30**
1653 - SAM DOLZADELLI			
Uniform	12/09/24	Reimbursement	480.75
		Total 1653	**480.75**
1713 - SAFE AVON VALLEY INC.			
0702	12/09/24	1 x Cat (hold for 72 hours)	75.00
		Total 1713	**75.00**
1805 - CPS & STATEWIDE FIBREGLASS PTY LTD			
7824WH40	12/09/24	Renovation of the main & childrens Pool - Part Payment	96,400.00
		Total 1805	**96,400.00**
1850 - RICOH FINANCE			
624183	09/08/24	Multi Folding Units Lease 08/10/24 to 07/11/24	237.60
		Total 1850	**237.60**
200 - LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA INCORPORATED			
41084	12/09/24	Annual State Conference 2024 - Sam Dolzadelli	1,690.00
41109	12/09/24	CRC Staff Training - Ignite 2 Program	1,830.00
		Total 200	**3,520.00**
2040 - AC HEALTHCARE PTY LTD			
Sep-24	12/09/24	Payment for September 2024	21,083.33
		Total 2040	**21,083.33**
2089 - CIVIQ Pty Ltd			
SO42014	12/09/24	Filter for water cooler CRC	250.86
		Total 2089	**250.86**
22 - AVON WASTE			
64529	12/09/24	Domestic, Commercial & Recycling Waste Collection for July 2024 (Wongan Hills & Ballidu Townsites)	12,612.88
		Total 22	**12,612.88**
2226 - OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST			
SI008630	12/09/24	Azure Charges for August 2024	1,524.53
		Total 2226	**1,524.53**
242 - SYNERGY			
2026223747	12/09/24	Street Lighting Billing Period 25/7/24 to 24/8/24	4,734.58
		Total 242	**4,734.58**
2458 - RURAL RANGER SERVICES			
44	12/09/24	Ranger Services from 03/09/24 to 05/09/24	927.58
		Total 2458	**927.58**
2478 - WA GARDENING HANDIWORK & CLEANING			
178	12/09/24	Cleaning of shire buildings week ending 08/09/24	962.50
		Total 2478	**962.50**
352 - ADVANCED AUTOLOGIC PTY LTD			
109216	12/09/24	Various Supplies for Plant	2,992.00
		Total 352	**2,992.00**

Payment / Invoice	Date	Description	Amount
382 - DEPT OF ENVIRONMENT & REGULATION			
L7092/1997/10	12/09/24	Annual Tip Licence - Ballidu Tip L7092/1997/10 (GST Free)	1,042.80
L7097/1997/11	03/09/24	Annual Tip Licence - Cadoux Tip L7097/1997/11 (GST Free)	1,042.80
		Total 382	**2,085.60**
39 - WONGAN HILLS IGA			
Aug-24	12/09/24	Administration & CRC Supplies for August 2024	1,069.52
		Total 39	**1,069.52**
460 - WONGAN HILLS HARDWARE			
Aug-24	12/09/24	Works account for August 2024	1,379.72
Aug-24	12/09/24	Building Account for August 2024	366.63
		Total 460	**1,746.35**
599 - RATHNALLY PTY LTD			
144	12/09/24	Gravel Reimbursement	4,148.10
		Total 599	**4,148.10**
61 - MCINTOSH & SON			
30809 AUGUST 2024	12/09/24	Supply various parts for PTK40, PSP3, PMOW8	1,995.08
		Total 61	**1,995.08**
64 - OFFICEWORKS BUSINESS DIRECT			
616374023	12/09/24	Admin Building - Officeworks Order	18.69
		Total 64	**18.69**
975 - WONGAN MAIL SERVICE			
0151	12/09/24	CRC & Shire Administration Postage Charges for August 2024	1,303.79
		Total 975	**1,303.79**
		Total EFT00008	**200,596.45**

EFT Payment - EFT00009 20/09/2024

1667 - BLACKWELL PLUMBING & GAS PTY LTD			
43576	19/09/24	supply and installation of a 20mm Dual Check Retic Valve and Isolation Valve	1,067.00
43628	16/08/24	Swimming Pool - replacement HWU in male changeroom	1,969.00
43629	19/09/24	27A Quinlan - replacement HWU	2,057.00
43630	16/08/24	27D Quinlan St - replacement HWU	2,057.00
		Total 1667	**7,150.00**
1753 - PW GEE WELDING SERVICES			
0104363	19/09/24	Supply Flat bars for PSP1	88.05
0104401	19/09/24	Supply 50 x 25 x 3 RHS for PSP1	55.64
		Total 1753	**55.64**
192 - WESTERN AUSTRALIAN TREASURY CORPORATION			
Loans	19/09/24	Loan 152 (WH Community Store)	30,537.35
		Total 192	**30,537.35**
1945 - HAWKE VIEW KENNELS AND CATTERY			
3115	19/09/24	1 x Dog Inpound 20 Days Tag 24002	500.00
		Total 1945	**500.00**

Payment / Invoice	Date	Description	Amount
2092 - ITR PACIFIC PTY LTD			
716935	19/09/24	Supply parts for loader	1,578.09
		Total 2092	**1,578.09**
2219 - MARTY GRANT BULLDOZING			
824	19/09/24	Push up gravel on Cadoux North Road and Koorda Road	34,320.00
		Total 2219	**34,320.00**
2291 - MAXIPARTS OPERATIONS PTY LTD			
260059	19/09/24	Supply Switch Rocker Electr for PTK35	98.11
		Total 2291	**98.11**
234 - SHIRE OF WONGAN-BALLIDU			
24-25 RATES	19/09/24	2024-25 Shire Rates Notices	18,651.50
		Total 234	**18,651.50**
2343 - RING CENTRAL AUSTRALIA			
CD_000898323	19/09/24	Administration Phone Account Billing Period 27/8/24 to 26/9/24	977.56
		Total 2343	**977.56**
2406 - HYDRA STORM			
SI0008377	19/09/24	PE375C - 375 SN8 Hyrda Storm Corrugated RRJ 6.136m	27,969.70
SI0008377/1	19/09/24	PE375C - 375 SN8 Hyrda Storm Corrugated RRJ 6.136m	847.00
		Total 2406	**28,816.70**
2417 - POOL ROBOTICS PERTH			
24-00002677	19/09/24	Pool - replacement pool cleaner (Dolphin Wave 300)	20,431.28
		Total 2417	**20,431.28**
2429 - BLUE TANG WA PTY LTD ATF THE REEF UNIT TRUST			
28266	19/09/24	Community Park Redevelopment Design	3,751.00
28266 PO150	19/09/24	Community Park Prepare Simplified Concept Poster	4,350.50
		Total 2429	**8,101.50**
2478 - WA GARDENING HANDIWORK & CLEANING			
181	19/09/24	Cleaning of shire buildings week ending 15/09/24	962.50
		Total 2478	**962.50**
2491 - ALLOY & STAINLESS PRODUCTS PTY LTD			
IN049892	19/09/24	20 x Hammers to suit FAE Mulcher Incl Freight Charge	521.84
		Total 2491	**521.84**
30 - CJD EQUIPMENT PTY LTD			
001107635	19/09/24	Supply Back Up Warning Unit & Expansion Tank for PLDR8	965.56
0011076551	19/09/24	Supply Service Kit for PLDR8	479.19
		Total 30	**1,444.75**
45 - DEPARTMENT OF FIRE & EMERGENCY SERVICES			
157895	19/09/24	ESL 1st Qty Payment	30,336.30
		Total 45	**30,336.30**
5 - IOU SOCIAL CLUB			
PJ0043	17/09/24	FORTNIGHT 2025- 6 - From Payroll	260.00
		Total 5	**260.00**
641 - TEAM GLOBAL EXPRESS PTY LTD			

Payment / Invoice	Date	Description	Amount
0555-S358840	19/09/24	Freight Charge ex Westrac & CJD Equipment	165.67
0556-S358840 CRC	17/09/24	Freight ex RBC Rural for Photocopy supplies	35.52
0556-S358840	19/09/24	Freight ex Westrac for PG17	32.70
		Total 641	**233.89**
76 - WATER CORPORATION			
9007811755	19/09/24	Service Charge for Ballidu Standpipe	205.78
9007861023	19/09/24	Consumption for the Depot Standpipe	621.82
9007952216	16/09/24	Consumption Charge for Standpipe at Manmanning Rd	52.90
9007961569	19/09/24	Service Charge for Burakin Standpipe	321.52
9007965033	19/09/24	Service Charge for Kirwan Standpipe	321.52
		Total 76	**1,523.54**
79 - WESTRAC EQUIPMENT PTY LTD			
PI0053707	19/09/24	Supply various filters for PG17, PG18 & PSS1	2,123.76
PI0058466	19/09/24	Vision Link Subscription for PROL15, PG17 & PSS1	633.60
		Total 79	**2,757.36**
		Total EFT00009	**189,345.96**
		Grand Total - EFT Payment	**415,104.72**

DIRECT DEBITS FOR SEPTEMBER 2024

Credit Card Direct Debit - Paid19/09/2024

222 - Westpac Banking Corporation

Credit Card Holder - CEO			
Adobe Pro	3/08/24	Monthly subscription for CRC Administation	415.95
Fellow App	6/08/24	Subscription	53.26
Desky	9/08/24	Anti-Fatigue Rectangle Standing Mat x 1	64.85
Adobe Pro	9/08/24	1 year Subscription Renewal for Payroll/HR	347.82
		Total	**881.88**
Credit Card Holder - MWS			
Joondalup Resort	7/08/24	Parking Charge for MWS to attend Training in Perth	235.00
Myer	31/08/24	Uniform Purchase	174.89
		Total	**409.89**
Credit Card Holder - MRS			
Dick Smith	22/08/24	DC Car Charger for Microsoft Surface Pro	27.45
Total Tools	30/08/24	125mm double-row general purpose diamond	185.27
		Total	**212.72**
Card Card Holder - MCS			
Nespresso	12/08/24	Pods & Descaling Kit for Knit and Natter	208.40
		Total	**208.40**
Westnet	1/089/2024	Internet Billing	**549.95**
Field Solutions	6/09/24	Internet Billing	**2543.73**
			549.95
Telstra	12/08/24	Telstra Administation account	
	29/08/24	Sport & Recreation Account	2,324.30
		Total	50.00
			4,789.56

Payment / Invoice	Date	Description	Amount
Swoop Internet	18/08/24	Internet for Sports Complex	**74.00**
Teletrac Navman	26/08/24	Satellite Service	**2,478.08**
Department of Transport	01/09/24-30/09/24	DOT Transactions for September 2024	**73,409.75**
		Direct Debits	**86,107.91**

9.2.2 MONTHLY FINANCIAL REPORT FOR AUGUST 2024

Report to Follow.

9.2.3 2024/2025 BUDGET AMENDMENT - CADOUX-WONGAN HILLS ROAD, REGIONAL ROAD GROUP FUNDING

FILE REFERENCE:	
REPORT DATE:	16 October 2024
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melinda Lymon - Deputy Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

For Council to approve an amendment to the 2024/25 Budget for the Cadoux-Wongan Hills Road due to additional funding being made available through the Regional Road Group.

BACKGROUND:

As part of a recent Regional Road Group Meeting held on 26 August 2024, additional funding was made available for allocation. It was agreed the funding available is to be distributed equally between the Shire's of Wongan-Ballidu, Dandaragan and Moora.

POLICY REQUIREMENTS:

There are no Policy Implications relating to this item.

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution*; or

(c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.*

STRATEGIC IMPLICATIONS:

There are no Strategic Implications relating to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
  There are no known environmental impacts associated with this proposal.

- **Economic**
  There are no known economic impacts associated with this proposal.

- **Social**
  There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

If approved, the 2024/25 Budget will be amended to reflect the increase in funding of $68,420, and the increase in the capital expenditure for the Cadoux-Wongan Road of $102,630.

The table below shows the impact of the funding, including the Shires's contribution of 33.33% for the project.

Road Name	Original Budget	New Budget	New RRG 66.67%	Shire 33.33%
Cadoux-Wongan Hills Road	$168,621		$112,414	$56,207
Cadoux-Wongan Hills Road		$271,251	$180,834	$90,417
Variance		**$102,630**	**$68,420**	**$34,210**

COMMENT:

The Shire of Wongan-Ballidu 2024/25 Budget includes Regional Road Group (RRG) funding for the Cadoux-Wongan Road and provides for the Shire's 33.33% contribution to carry out the works.

It was agreed at the RRG Meeting held on 26 August 2024 to allocate the available $205,261 funding by distributing it equally ($68,420 RRG for each Shire) between the Shire's of Wongan-Ballidu, Dandaragan and Moora's part funded projects (Cadoux-Wongan Hills Road for Wongan Hills; Cataby Road for Dandaragan and Miling-Watheroo Road for Moora) for 2024/25.

The conditions of the RRG funding require the Shire to contribute 33.33% of the costs towards RRG works. An additional $34,210 in Shire funds is required to secure the additional $68,420 from RRG.

This will allow complete cement stabilisation of the subgrade instead of a localised patched repair which was originally proposed.

VOTING REQUIREMENTS: Absolute majority

ABSOLUTE MAJORITY REQUIRED: Yes

OFFICER RECOMMENDATION:

That Council ADOPTS by absolute majority the following amendment to the 2024/2025 Budget:

1. Increase revenue by $68,420 – Capital Grants, Subsidies and Contributions
2. Increase expenses by $102,630 – Infrastructure – Roads

9.2.4 APPOINTMENT OF SHIRE RANGER AS BUSH FIRE CONTROL OFFICER

FILE REFERENCE:	
REPORT DATE:	8 October 2024
APPLICANT/PROPONENT:	
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melinda Lymon - Deputy Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

To appoint the new Shire Rangers Samantha (Sam) Di Candilo and Benjamin (Ben) Di Candilo, as Bush Fire Control Officers for the Shire of Wongan-Ballidu.

BACKGROUND:

Sam Di Candilo commenced as the Shire's contract Ranger in May 2024 and works with her husband Ben Di Candilo to carry out the ranger services for the Shire. The Shire Ranger is responsible for inspecting fire breaks within the district, to ensure compliance with the requirements set out in the firebreak notice. In order to inspect certain firebreaks, access to private property will be required. The power to enter land or building for examining firebreaks is convened on a Bush Fire Control Officer under section 14(1) of the *Bush Fires Act 1954*.

POLICY REQUIREMENTS:

Council Policy 1.1 - Bushfire.

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995

Bush Fires Act 1954

i. Section 38(1) states a local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers
ii. Section 39(1)(b) states a bush fire control officer may enter any land or building, whether private property or not
iii. Section 14(1)(c) states a bush fire control officer can enter any land or building at any time to examine firebreaks on the land

STRATEGIC IMPLICATIONS:

There are no Strategic Implications relating to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
  There are no known environmental impacts associated with this proposal.

- **Economic**
  There are no known economic impacts associated with this proposal.

- **Social**
  There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There are no financial implications associated with this proposal.

COMMENT:

It is best practice to appoint the Shire Ranger as a Bush Fire Control Officer under the *Bush Fires Act 1954*, as this empowers them to enter any property to examine firebreaks for compliance with the firebreak notice. As the due date for firebreaks was 13 October, it is imperative that this appointment be made as soon as possible, to enable the Ranger to inspect firebreaks within the district for compliance as the fire season approaches.

It is recommended the Shire Ranger, Sam Di Candilo, and Ben Di Candilo be appointed as Bush Fire Control Officers on an on-going basis, until termination of contract.

VOTING REQUIREMENTS: Simple majority

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

That Council APPOINTS the Shire Rangers (Samantha and Benjamin Di Candilo) as Bushfire Control Officers for the Shire of Wongan-Ballidu on an on-going basis until termination of the contract.

9.2.5 APPLICATION TO KEEP THREE DOGS – 16 ELLIS STREET, WONGAN HILLS

FILE REFERENCE:	
REPORT DATE:	8 October 2024
APPLICANT/PROPONENT:	E & P Thompson
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melinda Lymon, Deputy Chief Executive Officer
ATTACHMENTS:	9.2.5.1 Ranger Inspection Report

PURPOSE OF REPORT:

For Council to consider an application for the keeping of three dogs at 16 Ellis Street, Wongan Hills. Council is to determine this application as there is no current delegation to the CEO to approve the keeping of three dogs on a property.

BACKGROUND:

The Shire of Wongan-Ballidu Dogs Local Law includes a limit of two dogs over the age of three months of age to be kept on any premises situated on land less than 10,000 square meters in area.

The applicant is seeking approval to keep three dogs at 16 Ellis Street, Wongan Hills which is a property with the land area of 1,133m^2. This requires consideration and approval from Council for the three dogs to be kept at the premises.

The property is zoned Residential with surrounding properties also zoned Residential.

Map – Including Location of 16 Ellis Street, Wongan Hills

The dogs have all been microchipped and the owners have paid for all three dogs to be registered with the Shire.

Dog Name	Breed	Colour	Age	Sex
Koota	Rottweiler X Husky	Black / Tan	12	M
Kalio	Staffordshire Terrier	Brown / White	6	F
Doro	Mixed Breed	Brindle	1	F

POLICY REQUIREMENTS:

There are no policy implications relating to this item.

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995

The *Dog Act 1976*, section 26, outlines the limitations on dog numbers and allows for the local government to create Local Laws to control the number of dogs on a property.

Shire of Wongan-Ballidu Dogs Local Law Subclause 3.2 (2) includes:

The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act -

a) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated on land less than 10,000 square meters in area;
b) 3 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated on land 10,000 square meters in area or greater but less than 20,000 square meters in area; or
c) 4 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated on land greater than 20,000 square meters in area.

STRATEGIC IMPLICATIONS:

There are no strategic implications relating to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
  There are no known environmental impacts associated with this proposal.

- **Economic**
  There are no known economic impacts associated with this proposal.

- **Social**
  There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

The owner will be required to ensure the three dogs remain registered. The $125.00 application fee for keeping more than the prescribed number of dogs has been paid. There is an annual fee of $125.00 for inspections.

COMMENT:

The Ranger has consulted with the neighbours regarding the application to keep three dogs at 16 Ellis Street, Wongan Hills and to seek feedback on any issues with the dogs at the property. As contained within the Ranger's report (Attachment 9.2.5.1) there were no objections to the application, and there have not been any complaints regarding the dogs at this property.

The Ranger's report includes further information on the condition of the dogs at the time of their visit and the conditions of the yard. The Ranger recommends approval, with a condition on the approval of the application being an automatic drinking system is installed in the back yard to cater for the three dogs.

VOTING REQUIREMENTS: Simple majority

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

That Council APPROVES the keeping of the three dogs, as listed within the application, at 16 Ellis Street, Wongan Hills subject to the installation of an automatic drinking system being installed in the back yard to cater for the three dogs.

Shire of Wongan-Ballidu

APPLICATION FOR PERMIT
3-6 DOGS

Ranger Report

Date of Inspection: 4th September 2024

Name: Elizabeth and Peter Thompson

Property Address: 16 Ellis Street, Wongan Hills

Ranger: Samantha Di Candilo

Size of Land Area: 1133m

Number of Dogs	Dog Name	Breed	Colour	Age	Sex	Rego # Microchip #
1	Koota	Rottweiler X Husky	Black/Tan	12	M	26012 941000015045303
2	Kali	Staffordshire Terrier	Brown white	6	F	LT0481 941000021979306
3	Doro	Mixed Breed	Brindle	1	F	26013 953010006686204
4						
5						
6						

Fencing

Materials used for Fencing: The yard is fully secured with metal fencing. The fencing is in good condition and suitable to contain the dogs.
Height of fencing: The fencing is all 1.2 meters high. The property is fully fenced and there is a house yard inside the property.

Housing

Means of housing: The dogs are free to go from inside to outside. There is a large undercover verandah area at the rear of the house and plenty of shade in the house yard for the dogs to lay in during the day. The dogs mainly live in the house and sleep on the owner's bed and lounge. Water Supply: There is a dog water bowl outside that is kept on the rear verandah. There is also a water bucket in the house. The bowls are clean and kept topped up.

Condition of dogs:

The dogs were friendly on arrival with minimal barking. All 3 dogs are in excellent condition. They appear healthy and extremely happy.

Ranger Notes:

The dogs have a large yard to exercise in and there was no sign of any dog faeces in the yard. The water bowls are clean and plentiful, and the house is kept in a suitable condition. The property is 1133m squared in size. Dog excrement is picked up daily and there was no smell or flies present. The owners explained Koota was an adoption from the Rescue Desperate for love, owned Kali since puppyhood and the youngest dog Doro, was a private adoption approximately 3 months ago.

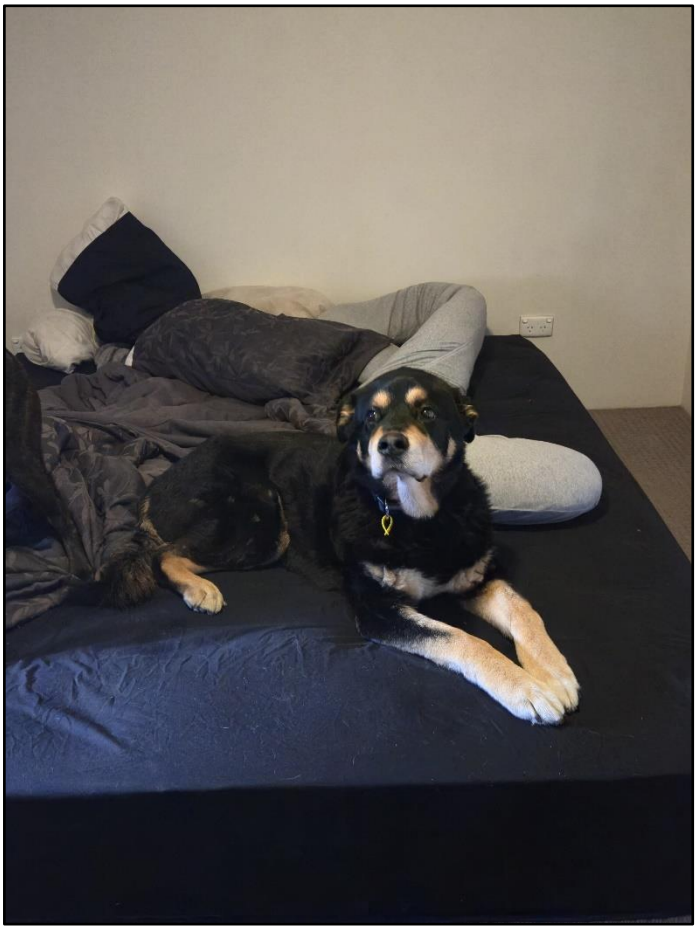
Ranger conducted a door knock of the area 0n the 24/09/24, with six adjoining neighbours, giving them the opportunity to provide feedback.

- 12 Ellis Street – Wendy Fowler had no objections.
- 14 Ellis Street – Kim (occupant) had no objections and did not realise he was living next to 3 dogs.
- 18 Ellis Street – Peter Kelly had no objections.
- 42 Mitchell Street – No one home, left card. Received a phone call after hours, from resident with no objections.
- 15 Rogers Street – Dentist Surgery.
- 13 Rogers Street – No one home, left card. No return call.

History: Council has not received any complaints from any neighbours regarding this property.

Recommendation: Ranger Services recommend granting the application pending an automatic drinking system to be installed in the back yard to cater for 3 dogs. There have been no objections or complaints, and all fees have been paid. The yard fencing is secure enough to confine the 3 dogs and I do not think the dogs pose any threat to public safety or peace.

Kali and Doro



Koota

Bedding and bowls

Backyard

Backyard

Samantha Di Candilo

Rural Ranger Services

0474 779 374

9.3 WORKS AND SERVICES

9.3.1 RAV NETWORK – REQUEST LGA SUPPORT

REPORT DATE:	16 October 2024
APPLICANT/PROPONENT:	HVS Services
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stephen Casey – Manager of Works & Services
ATTACHMENTS:	9.3.1.1 RAV - Tandem Drive Prime Mover, Trailer Combinations 9.3.1.2 Example of Conditions

PURPOSE OF REPORT:

The purpose of this report is to present to the Council a request from Heavy Vehicle Services (HVS) to evaluate and comment on the proposed inclusion of the following roads in the RAV 7 Network:

Dimension Requirements							
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network	School Bus Route Y/N	Current Traffic Volumes (vehicles per day)
5180197	Wongan Hills - Cadoux Rd	Hospital Rd (0.00)	Dowerin-Kalannie Rd (22.47)	Tandem Drive Network 6	Tandem Drive Network 7	Y	80
5180062	Mincherton Rd	Clarke Rd (0.00)	Wongan Hills - Cadoux Rd (5.17)	Tandem Drive Network 4	Tandem Drive Network 7	N	5
5180195	Hospital Rd	Pioneer Rd (0.00)	Dowerin-Kalannie Rd (67.47)	Tandem Drive Network 6	Tandem Drive Network 7	Y	80
5180061	Clarke Rd	Hospital Rd (0.00)	Cadoux North Rd (12.98)	Tandem Drive Network 4	Tandem Drive Network 7	N	5
5180185	Joynes Rd	Clarke Rd (0.00)	Kokardine West Rd (1.81)	Tandem Drive Network 4	Tandem Drive Network 7	N	5
5180017	Kokardine	Cadoux	Kondut East	Tandem	Tandem	Y	10

	West Rd	North Rd (5.18)	Rd (16.69)	Drive Network 4	Drive Network 7		
5180121	Old Kokardine Rd	Kokardine West Rd (0.00)	6.14	Tandem Drive Network 4	Tandem Drive Network 7	N	5
5180016	Cadoux North Rd	Wongan Hills - Cadoux Rd (0.00)	Degrussa Rd (14.08)	Tandem Drive Network 4	Tandem Drive Network 7	Y	20
5180122	Holben Rd	Cadoux North Rd (0.00)	Mccaashney Rd (5.22)	Tandem Drive Network 4	Tandem Drive Network 7	N	5
5180006	Manmanning Rd	Carter St (0.73)	Oliver Rd (7.59)	Tandem Drive Network 6	Tandem Drive Network 7	Y	199
5180006	Manmanning Rd	Oliver Rd (7.59)	Jones Rd (32.11)	Tandem Drive Network 4	Tandem Drive Network 7	Y	55

Council is asked to review and provide feedback on any potential impacts related to road conditions, planning conflicts, and development issues that may arise from incorporating these roads into the RAV 7 Network.

BACKGROUND:

Simon Reynolds (Paul Reynolds – Operator) has applied to Main Roads Western Australia (HVS) seeking to amend the classification of the roads listed above in Table 1 from their existing RAV Rating to a RAV 7 Rating.

COMMENT:

A Restricted Access Vehicle (RAV) is a vehicle that requires approval from the Commissioner of Main Roads to operate on any road that is open to, or used by, the public in Western Australia.
RAVs are categorised in three classes, as follows:

Class 1 RAV is a vehicle that exceeds a statutory mass and/or dimension limit and –

(a) Is a special purpose vehicle; or
(b) Is an agricultural machine or agricultural implement; or
(c) Is carrying, or designed to carry, a large indivisible item; and
(d) Is not a road train; or
(e) Is not a B-double; or
(f) Is not carrying a freight container designed for multi-modal transport.

Class 2 RAV is a vehicle that complies with all statutory mass and dimension limits and is –

(a) A B-double; or

(b) A road train; or
(c) A controlled access bus not more than 14.5 metres long; or
(d) A combination carrying vehicle on more than one deck that, together with its load, meets one or more of the following criteria –
    i. Its height exceeds 4.3 metres but does not exceed 4.6 metres.
    ii. Its length exceeds 19 metres; or
(e) A vehicle that exceeds 4.3 metres, but does not exceed 4.6 metres, in height and is built to carry cattle, sheep, pigs or horses.

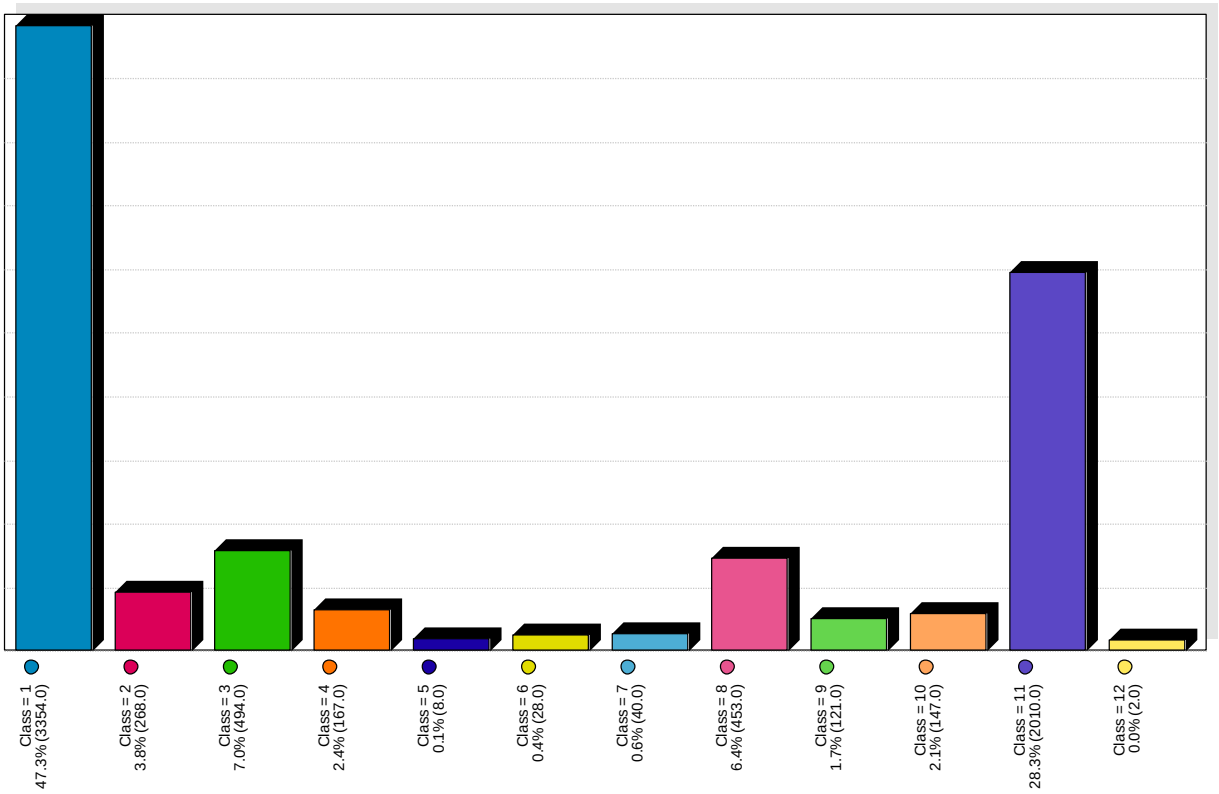
Class 3 RAV is a vehicle that exceeds a statutory mass and/or dimension limit and is not a Class 1 RAV.

RAVs play a key role in providing transport efficiency and thereby helping to maintain an efficient and competitive economy in Western Australia. Main Roads Heavy Vehicle Services (HVS) is responsible for administering road access for RAVs in Western Australia.

Cadoux-Wongan Hills Road Traffic Information

Class Bin Chart

ClassBin-30 (Metric) **Site:** 518_000197_000020.0.1EW
Description: Wongan Hills Cadoux SLK 0000.20 <110>
Filter time: 14:20 Thursday, 24 November 2022 => 13:20 Monday, 16 January 2023
Filter: Cls(1-12) Dir(NESW) Sp(10,160) Headway(>0) Span(0 - 100) Lane(0-16)
Scheme: Vehicle classification (AustRoads94)
Total=7092



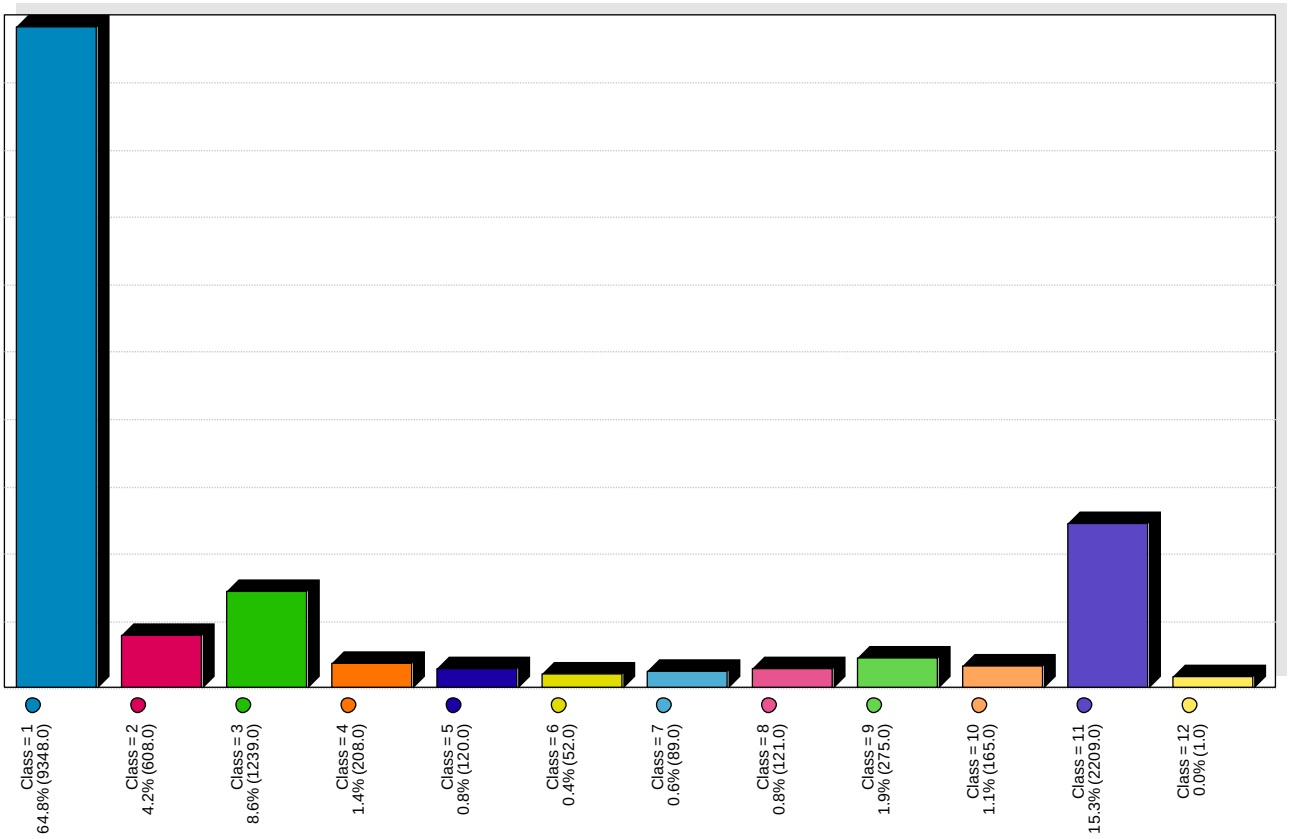
Mincherton Road Traffic Information

No Traffic Data available – Estimate of 5 Vehicles per day

Hospital Road Traffic Information

Class Bin Chart

ClassBin-32 (Metric) **Site:** 518_000195_008770.0.1NS
Description: Hospital Road Road SLK08.77<110>
Filter time: 11:55 Friday, 29 October 2021 => 12:52 Wednesday, 12 January 2022
Filter: Cls(1-12) Dir(NESW) Sp(10,160) Headway(>0) Span(0 - 100) Lane(0-16)
Scheme: Vehicle classification (AustRoads94)
Total=14435



Clarke Road Traffic Information

No Traffic Data available – Estimate of 5 Vehicles per day

Joynes Road Traffic Information

No Traffic Data available – Estimate of 5 Vehicles per day

Old Kokardine Road Traffic Information

No Traffic Data available – Estimate of 5 Vehicles per day

Cadoux North Road Traffic Information

No Traffic Data available – Estimate of 20 Vehicles per day

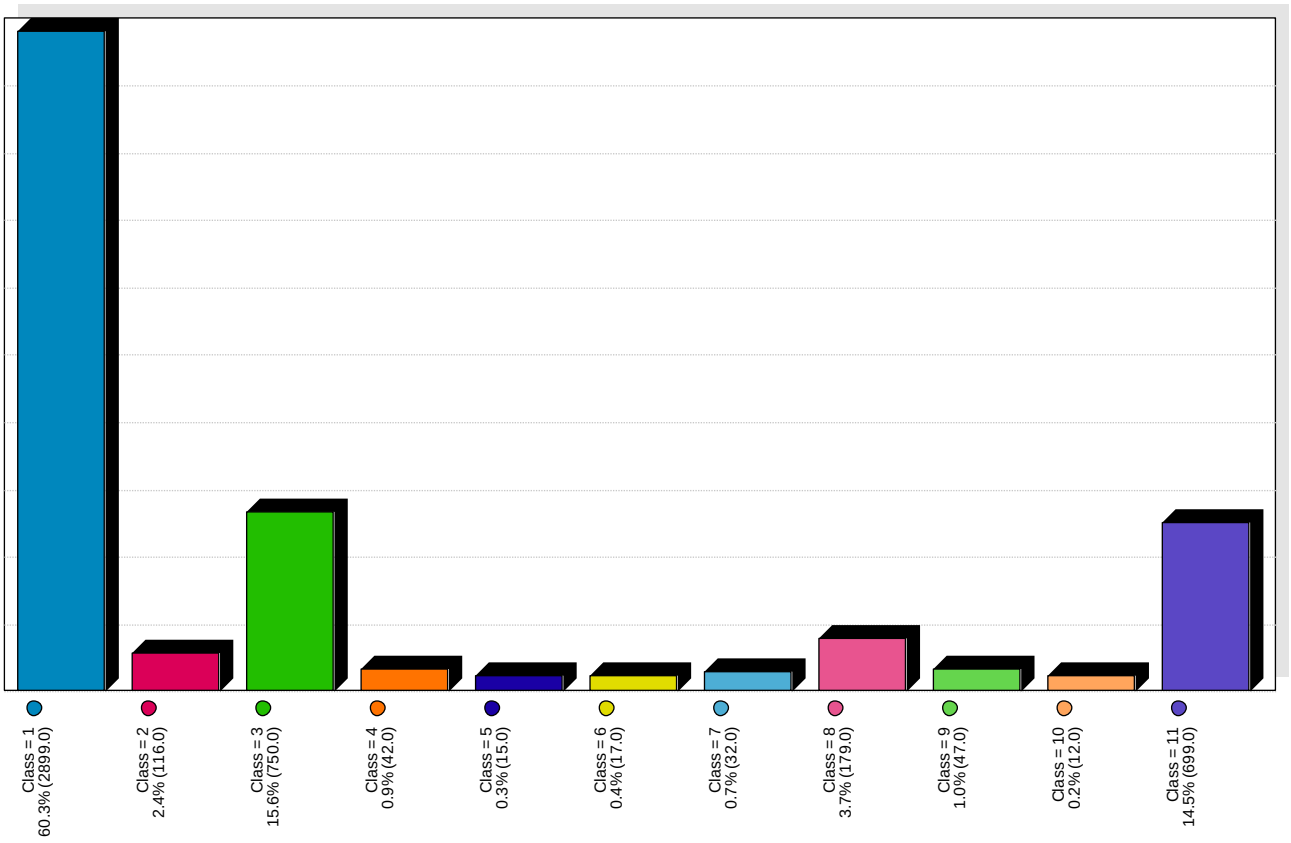
Holben Road Traffic Information

No Traffic Data available – Estimate of 5 Vehicles per day

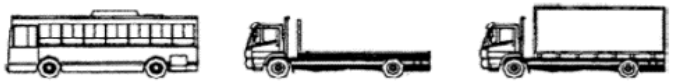
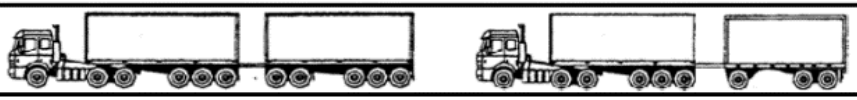
Manmanning Road Traffic Information

Class Bin Chart

ClassBin-33 (Metric) **Site:** 518_000007_000030.0.1SN
Description: Moonijin West Rd SLK 0000.30 <110>
Filter time: 14:04 Thursday, 10 November 2022 => 8:49 Tuesday, 17 January 2023
Filter: Cls(1-12) Dir(NESW) Sp(10,160) Headway(>0) Span(0 - 100) Lane(0-16)
Scheme: Vehicle classification (AustRoads94)
Total=4808



AUSTROADS Vehicle Classification System

Level 1	Level 2		Level 3	AUSTROADS Classification		
Length (indicative)	Axles and Axle Groups		Vehicle Type			
Type	Axles	Groups	Typical Description	Class	Parameters	Typical Configuration
	LIGHT VEHICLES					
Short up to 5.5m		1 or 2	**Short** Sedan, Wagon, 4WD, Utility, Light Van, Bicycle, Motorcycle, etc	1	d(1) ≤ 3.2m and axles = 2	
Medium 5.5m to 14.5m	3, 4 or 5	3	**Short - Towing** Trailer, Caravan, Boat, etc	2	groups = 3 d(1) ≥ 2.1m, d(1) ≤ 3.2m, d(2) ≥ 2.1m and axles = 3, 4 or 5	
	HEAVY VEHICLES					
	2	2	**Two Axle Truck or Bus**	3	d(1) > 3.2m and axles = 2	
	3	2	**Three Axle Truck or Bus**	4	axles = 3 and groups = 2	
	> 3	2	**Four Axle Truck**	5	axles > 3 and groups = 2	
Long 11.5m to 19.0m	3	3	**Three Axle Articulated** Three axle articulated vehicle, or Rigid vehicle and trailer	6	d(1) > 3.2m, axles = 3 and groups = 3	
	4	> 2	**Four Axle Articulated** Four axle articulated vehicle, or Rigid vehicle and trailer	7	d(2) < 2.1m or d(1) < 2.1m or d(1) > 3.2m axles = 4 and groups > 2	
	5	> 2	**Five Axle Articulated** Five axle articulated vehicle, or Rigid vehicle and trailer	8	d(2) < 2.1m or d(1) < 2.1m or d(1) > 3.2m axles = 5 and groups > 2	
	≥ 6	> 2	**Six Axle Articulated** Six axle articulated vehicle, or Rigid vehicle and trailer	9	axles = 6 and groups > 2 or axles > 6 and groups = 3	
Medium Combination 17.5m to 36.5m	> 6	4	**B Double** B Double, or Heavy truck and trailer	10	groups = 4 and axles > 6	
	> 6	5 or 6	**Double Road Train** Double road train, or Medium articulated vehicle and one dog trailer (M.A.D.)	11	groups = 5 or 6 and axles > 6	
Large Combination Over 33.0m	> 6	> 6	**Triple Road Train** Triple road train, or Heavy truck and three trailers	12	groups > 6 and axles > 6	

Definitions:

Group: Axle group, where adjacent axles are less than 2.1m apart

Groups: Number of axle groups

Axles: Number of axles (maximum axle spacing of 10.0m)

d(1): Distance between first and second axle

d(2): Distance between second and third axle

Based on the Class Matrix above, it is evident that a substantial number of smaller vehicles use the roads for which we have Traffic Information for.

Conditions

In addition to the conditions recommended in the Guidelines for Approving RAV Access, which are primarily to mitigate any safety concerns identified during the onsite assessment, road managers may request other RAV access conditions be applied that they believe are necessary for the ongoing safe and orderly operation of the road.

When road managers recommend access conditions, HVS will assess the appropriateness of the conditions, taking the following into consideration:

a) If there is an existing 'standard' condition that will achieve a similar outcome, the standard condition should be used.
b) If the condition introduces inequity or a commercial advantage, the condition will not be supported.
c) The condition must not be counteractive, e.g. limiting the RAV access in a manner that increases the number of overall heavy vehicle movements or clusters the RAV movements, having an adverse effect on road safety and/or public amenity.
d) The condition must be enforceable.
e) The condition must be appropriate for the hierarchy of the particular road (as per Section 7); and
f) The condition must be relevant to RAV access, i.e. within the extent of the legislative power under the Road Traffic (Vehicles) Act 2012.

If deemed appropriate, HVS will apply the access condition to the specific road on the relevant RAV Network.

Applying Access Conditions for RAV Access – Statutory Mass Limits RAV access at statutory mass limits will be assessed by HVS to ensure the access is safe. If the RAV access is assessed as being safe, HVS will generally approve the RAV access without any access conditions, unless conditions are required to mitigate any potential risks or the road manager requests appropriate conditions be applied, in accordance with what is listed above. An example of Access Conditions is provided below:

Code	Access Condition
40	Maximum speed 40 km/h.
50	Maximum speed 50 km/h.
60	Maximum speed 60 km/h.
70	Maximum speed 70 km/h.
80	Maximum speed 80 km/h.
90	Maximum speed 90 km/h.
CA07	All operators must carry written support from the road manager acknowledging the operator's use of the road.
CA08	Operation during daylight hours only.
CA09	Headlights must be switched on at all times.
CA11	Direct radio contact must be maintained with other restricted access vehicles to establish their position on or near the road (suggested UHF channel 40).
CA12	For single lane road, the road must not to be entered until driver has established via radio contact that there is no other RAV on the road travelling in the oncoming direction.
CA13	Operation is not permitted while the school bus is operating on the particular road. Operators must contact the relevant schools directly and obtain school bus timetables; or where direct contact can be made with the school bus driver, operation is permitted once the school bus driver confirms all school drop-offs/pick-ups have been completed on the road.
CA38	Access approved to transport agricultural products and inputs only (including grain, hay, livestock and fuel).
CV7	No operation on unsealed road segment when visibly wet, without road owner's approval
CV17	Not to be used as a through route. For local delivery, pick-up and garaging within an area only accessible via this road. Driver must carry documentation as proof of local delivery, pickup or garaging address.

Crash Data (2019-2023)

Location	Description
Cadoux-Wongan Hills Road	2 x Hospital, 1 x PDO Major
Hospital Road	1 x PDO Major

*PDO Major - Property Damage Only

Application Continuity
It is worth noting the applicant wishes to run RAV 7 on Hospital Road from the Pioneer Road intersection to the Oliver Road intersection. There has been no application for Pioneer Road so the applicant has no way of getting to Manmanning Road. The applicant has also not provided an application for Oliver Road, so again the applicant has no way of getting to Manmanning Road, therefore a RAV 7 vehicle cannot get south of either Pioneer Road or Oliver Road on Hospital Road, without breaking down their vehicle to comply with the existing RAV rating of Rav 4 – Pioneer Road and RAV 6 – Oliver Road.

POLICY REQUIREMENTS:

Shire of Wongan-Ballidu Council Policy 10.6
Shire of Wongan-Ballidu Council Policy 10.15

LEGISLATIVE REQUIREMENTS:

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:

Goal	Strategies	Actions
Foster a vibrant and diverse local economy and employment opportunities	• Identifying opportunities for commercial and industrial business to headquarter in the Shire. • Identifying opportunities for Shire business to service surrounding operations. • Build the readiness of business to services emerging market needs. • Identify value add opportunity to support drive in/drive out workers. • Promote the lifestyle country living offers in the Shire.	• Advocate and encourage leading agricultural companies to maintain and/or set up new headquarters in the Shire • Support business to prepare for the opening of a possible mine. • Work with local business and community to identify and offer transient/drive in and out workers additional services. • Communicate back to the community the outcome for upgraded internet structure/NBN. • Facilitate local business networking and development opportunities/activities • Country lifestyle living marketing included at the local Tourism centre.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
  There are no known Environmental implications associated with this policy.

- **Economic**
  Where a road is assessed as being safe for RAV access, approving RAV access at statutory mass limits is beneficial to the transport industry, local communities, other road users and road managers. A RAV not only provides productivity benefits for the transport operator, it reduces the number of trips required for a specific transport task, which consequently reduces transport costs, carbon emissions, traffic congestion, crash risk exposure and heavy vehicle noise.

- **Social**
  There are no known social implications associated with this policy.

FINANCIAL IMPLICATIONS:

Increased Wear and Tear (Bitumen): Upgrading Cadoux-Wongan Hills Road, Hospital Road, and Manmanning Road to accommodate RAV 7 will lead to increased wear and tear due to higher mass limits, necessitating more frequent and potentially more costly maintenance and repairs.

Seal Preservation
A 10mm S45R Crumbed Rubber Seal, which would be recommended for such an application.
All roads listed are eligible for Regional Road Group, which allows for Preservation.

Upgrades to Infrastructure: Parts of each road will require upgrades, such as strengthening pavement and improving drainage, to support the heavier loads permitted under RAV7.

The thickness of the pavement is contingent upon the California Bearing Ratio (CBR) values obtained on-site, ranging from 100mm to 1000mm or more. Generally, we observe subgrade CBR values in the range of 10% to 20%. Estimating a CBR of 20%, we would need a minimum pavement thickness of 150mm. Several of the salt affected areas have been cement stabilised in past financial year, mitigating the amount required in future upgrades. Salt affected areas like those found along the Cadoux-Wongan Hills Road, these values can significantly decrease to 2%.

The potentially low subgrade condition necessitates extensive work on the subbase. Introduction of cement can substantially reduce the depth of the subbase. Additional laboratory testing is imperative for both the proposed gravel and the gravel-cement mixture to ascertain CBR results and determine the appropriate subbase thickness.

The potentially low subgrade condition necessitates extensive work on the subbase. Introduction of cement can substantially reduce the depth of the subbase. Additional laboratory testing is imperative for both the proposed gravel and the gravel-cement mixture to ascertain CBR results and determine the appropriate subbase thickness.

Increased Wear and Tear (Gravel Road): Upgrading Cadoux North Road, Clarke Road, Holben Road, Joynes Road, Kokardine West Road and Old Kokardine Road to accommodate RAV 7 will lead to increased wear and tear due to higher mass limits, necessitating more frequent and potentially more costly maintenance and repairs.

Maintenance Requirements as per Council Policy 10.15:

4: Minor Arterial Roads

CONSTRUCTION STANDARD	MAINTENANCE STANDARD
Formation width – 11-15 metres Pavement width – 8 metres Material depth 120mm – 150mm (depending on subbase)	Bitumen pavement surface is to be maintained as required. Gravel road pavement is to be winter graded annually on the first round. Gravel shoulders are to be winter graded annually on the first round. Offshoots and surface drains are to be cleaned out when road pavement is graded. Roadside furniture is to be maintained as required. Back-slopes on drains to be maintained as required. Prior to roadside vegetation clearing, other than normal clearing of drain lines etc during maintenance, the local Elected Members are to be contacted.

5: Minor Roads

CONSTRUCTION STANDARD	MAINTENANCE STANDARD
Formation width – 11-15 metres Pavement width – 8 metres Material depth 100mm-120mm (depending on subbase)	Gravel road pavement is to be summer graded as required and winter graded on the second round. Offshoots and surface drains are to be cleaned out and maintained as required when road is being graded Roadside furniture is to be maintained as required. Back-slopes on drains to be maintained as required. Prior to roadside vegetation clearing, other than normal clearing of drain lines etc during maintenance, the local Elected Members are to be contacted.

6: Local Roads

CONSTRUCTION STANDARD	MAINTENANCE STANDARD
Base Formation Only	Gravel road pavement is to be summer graded as required. Back-slopes on drains to be maintained as required. Roadside furniture is to be maintained as required.

Financial Implications to Bring the Network Up to Standard

Dimension Requirements													CAPEX						OPEX					
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Total KM	Current Network	Requested Network	Pavement	Road Hierarchy	School Bus Route Y/N	Current Traffic Volumes (vehicles per day)	Existing Seal Width	Remaining to Widen to 8	Cost Per km (Standard inc 10mm Final Sea)	Total	Total Resheeting Required	Cost Per km (Standard)	Total	10mm Preservation after 20 Years (S45R)	1% Of Road Surface Repair	Cost Per sqm (Standard)	Total	One Additional Maintenance Grade	Cost Per km (Single Cut)	Total
5180197	Wongan Hills - Cadoux Rd	Hospital Rd 0	Dowerin-Kalannie Rd 22.47	22.47	Tandem Drive Network 6	Tandem Drive Network 7	Bitumen	Major Arterial Road	Y	135.71	7	22.47	$ 286,000	$ 6,426,420				$ 1,258,320	157.29	$ 99	$ 15,572			
5180006	Manmanning Rd	Carter St 0.73	Oliver Rd 7.59	6.86	Tandem Drive Network 6	Tandem Drive Network 7	Bitumen	Major Arterial Road	Y	544.52	7	3.5	$ 286,000	$ 1,001,000				$ 384,160	24.5	$ 99	$ 2,426			
5180195	Hospital Rd	Pioneer Rd 0	Dowerin-Kalannie Rd 67.47	67.47	Tandem Drive Network 6	Tandem Drive Network 7	Bitumen	Major Arterial Road	Y	192.47	8	52.97	$ 286,000	$ 15,149,420				$ 3,778,320	423.76	$ 99	$ 41,952			
5180006	Manmanning Rd	Oliver Rd 7.59	Jones Rd 32.11	24.52	Tandem Drive Network 4	Tandem Drive Network 7	Bitumen/ Gravel	Minor Arterial Road	Y	77.93	3.5	11.6	$ 286,000	$ 3,317,600				$ 1,373,120	40.6	$ 99	$ 4,019	15	$205	$ 3,075
5180062	Mincherton Rd	Clarke Rd 0	Wongan Hills - Cadoux Rd 5.17	5.17	Tandem Drive Network 4	Tandem Drive Network 7	Gravel	Minor Arterial Road	N	5	N/A				4.1	$55,000	$ 225,500					5.17	$205	$ 1,060
5180061	Clarke Rd	Hospital Rd 0	Cadoux North Rd 12.98	12.98	Tandem Drive Network 4	Tandem Drive Network 7	Gravel	Minor Road	N	5	N/A				13.3	$55,000	$ 731,500					12.98	$205	$ 2,661
5180185	Joynes Rd	Clarke Rd 0	Kokardine West Rd 0.81	0.81	Tandem Drive Network 4	Tandem Drive Network 7	Gravel	Local Road	N	5	N/A				0.81	$55,000	$ 44,550					0.81	$205	$ 166
5180017	Kokardine West Rd	Cadoux North Rd 0	Kondut East Rd 16.69	16.68	Tandem Drive Network 4	Tandem Drive Network 7	Gravel	Minor Road	Y	10	N/A				9.2	$55,000	$ 506,000					16.68	$205	$ 3,419
5180121	Old Kokardine Rd	Kokardine West Rd 0	6.14	6.14	Tandem Drive Network 4	Tandem Drive Network 7	Gravel	Local Road	N	5	N/A				6.14	$55,000	$ 337,700					6.14	$205	$ 1,259
5180016	Cadoux North Rd	Wongan Hills - Cadoux Rd 0	Degrussa Rd 14.08	14.08	Tandem Drive Network 4	Tandem Drive Network 7	Gravel	Minor Arterial Road	Y	20	N/A				3	$55,000	$ 165,000					14.08	$205	$ 2,886
5180122	Holben Rd	Cadoux North Rd 0	Mccaashney Rd 5.22	5.22	Tandem Drive Network 4	Tandem Drive Network 7	Gravel	Minor Road	N	5	N/A				5.22	$55,000	$ 287,100					5.22	$205	$ 1,070
													SUBTOTAL	**$ 25,894,440**			**$2,297,350**	**$6,793,920**			**$ 63,969**			**$ 15,596**
													TOTAL	**$**				**34,985,710**	**$**					**79,565**

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

OFFICER RECOMMENDATION:

1. That Council DOES NOT SUPPORT the requests from Heavy Vehicle Services (HVS) to change the following roads from their current RAV Network to the requested RAV Network as listed below:

Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
5180197	Wongan Hills - Cadoux Rd	Hospital Rd (0.00)	Dowerin-Kalannie Rd (22.47)	Tandem Drive Network 6	Tandem Drive Network 7
5180062	Mincherton Rd	Clarke Rd (0.00)	Wongan Hills - Cadoux Rd (5.17)	Tandem Drive Network 4	Tandem Drive Network 7
5180195	Hospital Rd	Pioneer Rd (0.00)	Dowerin-Kalannie Rd (67.47)	Tandem Drive Network 6	Tandem Drive Network 7
5180061	Clarke Rd	Hospital Rd (0.00)	Cadoux North Rd (12.98)	Tandem Drive Network 4	Tandem Drive Network 7
5180185	Joynes Rd	Clarke Rd (0.00)	Kokardine West Rd (1.81)	Tandem Drive Network 4	Tandem Drive Network 7
5180017	Kokardine West Rd	Cadoux North Rd (5.18)	Kondut East Rd (16.69)	Tandem Drive Network 4	Tandem Drive Network 7
5180121	Old Kokardine Rd	Kokardine West Rd (0.00)	6.14	Tandem Drive Network 4	Tandem Drive Network 7
5180016	Cadoux North Rd	Wongan Hills - Cadoux Rd (0.00)	Degrussa Rd (14.08)	Tandem Drive Network 4	Tandem Drive Network 7
5180122	Holben Rd	Cadoux North Rd (0.00)	McCashney Rd (5.22)	Tandem Drive Network 4	Tandem Drive Network 7
5180006	Manmanning Rd	Carter St (0.73)	Oliver Rd (7.59)	Tandem Drive Network 6	Tandem Drive Network 7
5180006	Manmanning Rd	Oliver Rd (7.59)	Jones Rd (32.11)	Tandem Drive Network 4	Tandem Drive Network 7

2 That the Works Committee investigate a strategic plan regarding the potential opening of our network to accommodate RAV 7 vehicles.

Heavy Vehicle Services
May 2022

Tandem Drive Prime Mover, Trailer Combinations

Restricted Access Vehicle (RAV) Categories

RAV Category	RAV Description		Max. Length	Max. Mass	Approved Network
Category 1	1A - Prime Mover, Semi Trailer & Pig Trailer or Dolly 1B – Prime Mover & Semi Trailer 1C – Short B-Double	1A / 1C	20 m	50 t	N1
		1B	19 m	48.5 t	
Category 2	2A - Prime Mover, Semi Trailer & Pig Trailer or Dolly 2B – Prime Mover & Semi Trailer 2C – B-double 2D – Short B-Triple 2E – Car Carrier	2A	27.5 m	66.5 t	N2
		2B	20 m	48.5 t	
		2C	27.5 m	68.5 t	
		2D	27.5 m	88.5 t	
		2E	25 m	45 t	
Category 3	3A – A-double		27.5 m	85 t	N3
Category 4	4A – A-double		27.5 m	88.5 t	N4
Category 5	5A – A-Double 5B – A-Double towing a Dolly 5C – B-Double towing a Dolly 5D – B-Triple	5A / 5D	36.5 m	85 t	N5
		5B	27.5 m + Dolly	85 t + Dolly	
		5C	27.5 m + Dolly	68.5 t + Dolly	
Category 6	6A – A-double 6B – B-Triple 6C – A-Double towing a Dolly	6A / 6B	36.5 m	88.5 t	N6
		6C	27.5 m + Dolly	88.5 t + Dolly	
Category 7	7A – AB-Triple 7B – BA-Triple		36.5 m	108.5 t	N7
Category 8	Refer to Tandem Drive Truck, Trailer Combinations				
Category 9	9A – A-Triple 9B – A-Double towing a Dolly 9C – BA-Triple 9D – AB-Triple	9A	53.5 m	121.5 t	N9
		9B	36.5 m + Dolly	85 t + Dolly	
		9C / 9D	45 m	108.5 t	
Category 10	10A – A-Triple 10B – Double B-Double 10C – ABB-Quad 10D – BAA-Quad 10E – AAB-Quad 10F – A-Double towing a Dolly	10A / 10B / 10C	53.5 m	128.5 t	N10
		10D / 10E	53.5 m	148.5 t	
		10F	36.5 m + Dolly	88.5 t + Dolly	

Tandem Drive Network 7 With Conditions Bimbijy Rd

Road	4150009
Road Name	Bimbijy Rd
Start SLK	0
End SLK	28.51
Network Type	Local Road
Local Government	Mount Marshall
Network	Tandem Drive Network 7
From Intersection	Burakin - Wialki Rd
To Intersection	0.51km After Bunce Rd
Conditions	• Headlights to be switched on at all times • No operation on unsealed road segment when visibly wet, without road owner's approval. • Note: Low Volume (LV) • Operation is not permitted while the school bus is operating on the road. Operators must contact the relevant schools and obtain school bus timetables; or where direct contact can be made with the school bus driver, operation is permitted once the school bus driver confirms all school drop-offs/pick-ups have been completed on the road. • When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover. • Direct radio contact must be maintained with other restricted access vehicles to establish their position on or near the road (suggested UHF channel 40).

Tandem Drive Network 7 With Conditions Hodgson Rd

Road	5030100
Road Name	Hodgson Rd
Start SLK	0
End SLK	17.64
Network Type	Local Road
Local Government	Dalwallinu
Network	Tandem Drive Network 7
From Intersection	Sutcliffe Rd
To Intersection	Petrudor Rd
Conditions	• This section of road is approved to access local properties located on this section of road, for the purpose of picking up goods, delivering goods or garaging vehicles. Drivers must carry documentation as proof of local delivery, pickup or garaging address. This section of road must not be used as a through route, except to access other roads only accessible via this section of road. • Headlights to be switched on at all times • Note: Low Volume (LV) • Maximum speed 60 km/h • Operation is not permitted while the school bus is operating on the road. Operators must contact the relevant schools and obtain school bus timetables; or where direct contact can be made with the school bus driver, operation is permitted once the school bus driver confirms all school drop-offs/pick-ups have been completed on the road. • When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover. • Direct radio contact must be maintained with other restricted access vehicles to establish their position on or near the road (suggested UHF channel 40).

Tandem Drive Network 7 Intersections

Description	Sutcliffe Rd & Hodgson Rd
Network	Tandem Drive Network 7
Condition	No right turn permitted into Sutcliffe Rd from Hodgson Rd

9.4 HEALTH, BUILDING AND PLANNING

9.4.1 WONGAN-HILLS SWIMMING CLUB MANAGEMENT AGREEMENT

FILE REFERENCE:	
REPORT DATE:	15 October 2024
APPLICANT/PROPONENT:	Wongan Hills Swimming Club Inc
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Manager of Regulatory Services
ATTACHMENTS:	Management Agreement Wongan Hills Swimming Club Inc

PURPOSE OF REPORT:

To consider a request from the Wongan Hills Swimming Club Inc (WHSC) to enter into a three (3) year Management Agreement for the use of the Wongan Hills Memorial Swimming Pool and clubrooms, 100 Ninan Street, Wongan Hills.

BACKGROUND:

The Shire and the WHSC has a Management Agreement for use of the Wongan Hills Swimming Pool at allocated times during the swimming season. In 2022 and 2023, a one (1) year Management Agreement was approved by Council.

COMMENT:

WHSC committee members and staff from Regulatory Services have discussed the agreement and present the attached Management Agreement for approval by Council.

The 2023-2024 Management Agreement details the terms below -

- Swimming Club training Tuesday 5pm to 6 pm – 3 lanes only main pool during hours of normal pool operation.
- Swimming Club training Tuesday 5pm to 6 pm – medium size pool exclusive use (closed for public use) during normal pool operation.
- Swimming Club events alternate Friday nights from 6 pm to 8pm
- Any time outside of the above hours requires the approval of the Shire.

The Management Agreement allows the WHSC to have exclusive use of the club room.

The WHSC would like to continue this agreement with the same terms for a further three (3) year period.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

There are no legislative requirements associated with this item.

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
  There are no known environmental implications associated with this item.

- **Economic**
  There are no known economic implications associated with this item.

- **Social**
  There is significant social value in providing an opportunity for community.

FINANCIAL IMPLICATIONS:

There are no financial implications associated with this item.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

That Council **AGREE** to a three (3) year Management Agreement with Wongan Hills Swimming Club Inc for the use of the Wongan Hills Memorial Swimming Pool and clubrooms, 100 Ninan Street, Wongan Hills for the term commencing 1 November 2024 to 31 October 2027.

MANAGEMENT AGREEMENT

Shire of Wongan-Ballidu

and

Wongan Hills Swimming Club Inc

Commencing

1 November 2024

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1.0 AGREEMENT

This document represents an informal 'Management Agreement' made BETWEEN THE **Shire of Wongan Ballidu** of Post Office Box 84, Wongan Hills, Western Australia, 6603 ("the Shire")

AND ("the **Organisation**") Wongan Hills Swimming Club Inc

Addressing the proportioned responsibility for the '**day-to-day management'** of the Premises and the **equipment** of the Shire (located at the premises) to the Organisation for a period, subject to the agreed terms contained in this Agreement.

2.0 INTERPRETATION

Definitions used in this Agreement:

"**Chief Executive Officer**" means the Chief Executive Officer for the Shire of Wongan Ballidu;
"**Equipment**" means the items of equipment listed in Schedule 10.3 and each of them;
"**Organisation**" means the community body who by this Agreement undertakes to manage the 'day-to-day' operation of Premises for the use by the whole community;
"**Premises**" means the land described in Schedule 10.1, together with all buildings and improvements thereon or hereafter erected thereon;
"**Shire**" includes its successors and the reversioner for the time being immediately expectant upon the term created by this Agreement;
"**Plan**" means any plan annexed to this Agreement;
"**Reserve**" means where the Premises or portion thereof are on a Reserve or portion of a Reserve with a 'Management Order' vested in the Shire, under and by virtue of legislation, for the Reserve; and
"Schedules" *The included Schedules form part of this Agreement.*

3.0 PREMISES USAGE

3.1 Permitted Use

By this Agreement the Organisation is permitted to;

- Use the Clubrooms to hold meetings, events, etc, organised by the Wongan Hills Swimming Club Inc.

- To utilise the swimming pools and surrounds during the Shire designated pool season and hours for the following purposes:

    - Swimming Club training Tuesday 5pm to 6 pm – 3 lanes only main pool during hours of normal pool operation
    - Swimming Club training Tuesday 5pm to 6 pm – medium size pool exclusive use (closed for public use) during normal pool operation
    - Swimming Club events alternate Friday nights from 6 pm to 8pm
    - Any time outside of the above hours requires the approval of the Shire

- Prior to use outside of normal operational hours, the Club must conduct a chlorine and pH test using the provided equipment. Results are to be recorded in the register provided and be available for the Shire to inspect at all times.

- The Club must provide the Shire with the names and a copy of certification of all first aid accredited people within the Club.

- The Club must provide the Shire with the names and a copy of Certification of all people with a Bronze Medallion within the Club.

- The Club is to ensure that only Swimming WA affiliated swimmers have use of the pool during times that are held outside of the normal operating hours of the pool.

- It is the responsibility of the Swim Club to remove pool blankets prior to use and put back on after use. Any damage is to be reported to the Shire.

- At least two (2) people with Bronze Medallion and Senior First Aid must be present at all times outside of pool opening hours.

- Dive blocks shall not be used at the shallow end of the swimming pool.

3.2 Not Permitted Use

The Organisation is not permitted to;

- Use the premises or to permit them to be used for any purpose whatsoever other than for the purposes and objects for which the 'Management Order' of the reserve was granted to the shire as specified in Schedule 10.2.

- Effect any structural alterations, improvements or additions to the premises without the express prior written consent of the Shire.

- Permit any person to exhibit or affix to or upon any part of the premises, any placard, poster, sign, board or other advertisement unless first obtaining the written approval of the Shire

- Sell or dispense alcohol from the premises without a current licence obtained and the prior written consent of the Chief Executive Officer and Director of Liquor Licensing and compliance with all terms and conditions imposed**.**

- Permit any person to live on the premises or use the premises as living accommodation

- To assign, mortgage, or part with management of the premises or any part thereof.

- Operate training or any organised event without the minimum two (2) persons who have Bronze Medallion and Senior First Aid outside of pool opening hours.

- Operate or use the swimming pools without, first conducting a chlorine and pH test.

  Chlorine is required to have a reading of 2 or above.
  pH is required to have a reading between 7.2 -7.7

- If the chlorine or pH differs from these readings the swimming pool is not to be used and the Swimming Pool Manager is to be notified immediately.

- Consume alcohol without the express permission in writing of the Chief Executive Officer.

4.0 SHIRE TERMS

Under the terms of this Agreement the Shire agrees to;

4.1 Quiet Enjoyment

Grant the Organisation the peaceable enjoyment of the Premises without unreasonable interruption by the Shire or authorised officer.

4.2 Building Insurance

Ensure all buildings and improvements, of an insurable nature, erected with the approval of the Shire on the Premises, under its 'Asset Register', against loss or damage by fire, storm, tempest, earthquake and any other normal insurable risks. The Shire will be responsible for any excess as a result of a claim on insurances.

4.3 Insurance of Equipment

Insure and keep insured all Shire owned Equipment that is set out in the schedule, as amended, as being on the 'Asset Register' of the Shire.

4.4 Maintenance Costs

- Maintain (including servicing), of exit lights, fire extinguishers and fire hoses.
- Responsible for Council, Sewer and Water Rates
- Cost of termite inspections
- Annual FESA Levy

4.5 Entry Fees

- All participating Swimming Club members are to hold season tickets or pay for entry to the swimming pool complex during normal pool operating hours.

- The Club is to ensure that there are no spectators or non-participating community members and/or children attending the swimming pool for activities listed under clause 3.1 that are held outside of the normal operating hours of the pool.

5.0 ORGANISATIONS TERMS

By the terms of this Agreement, the Organisation will undertake;

5.1 Public Liability

The Organisation is responsible for any 'Public Liability Claim' deriving from the use of the Premises and are therefore to insure and keep insured, with an insurance

office approved by the Shire, a public risk policy for an amount of TWENTY MILLION DOLLARS ($20,000,000).

The Organisation will deposit with the Shire, a renewed copy of the policy of insurance, within seven (7) days of the renewal and payment of premiums.

5.2 Indemnity

The Organisation will indemnify and keep indemnified the Shire against any claim, demand, action, suit or proceeding that may be made or brought by any person, volunteer employee, contractor, sub-contractor, against the Shire, any staff member of the Shire or any agent of the Shire in respect of personal injury to, or the death of, any person whom-so-ever or loss or damage to any property whatsoever arising out of, or as a consequence of, the activities of the Organisation under this Agreement, and also from any costs and expenses that may be incurred in connection with any such claim, demand, action, suit or proceeding;

5.3 Alterations and Additions

The Organisation will not erect or alter any building or structure, including internal alterations, on the Premises without prior written consent of the Shire.

Any consent granted for alterations and/or additions will be under the direct supervision and to the satisfaction of the Shire's building or engineering manager.

5.4 Insurance of Assets of the Organisation

Any assets / equipment of the Organisation kept at the premises that are not included in schedule 10.8 will not be insured by the Shire. It is recommended therefore the Organisation insure and keep insured the assets against loss or damage by fire, storm, tempest, earthquake and any other risks.

5.5 Water, Electricity, Gas and Telephone

The Organisation, to duly and punctually pay and discharge all charges and meter rents in respect of water, electricity, gas and telephone used, consumed or incurred on the Premises excluding rates; where there are separate and independent services to the clubroom facility that are not connected to the pool complex.

5.6 Cleaning

The Organisation will undertake to keep and maintain the Premises and all buildings, improvements and fixtures thereon orderly, clean, tidy and free from dirt, in good order and tenantable to the satisfaction of the Shire (fair wear and tear excepted) and for that purpose, to supply all cleaning equipment.

5.7 Maintenance and Repair of Clubrooms

The Organisation agrees to undertake building maintenance and structural repair tasks, including;

- Repair/replace defective light globes and fittings (eg. covers) including power points and switches, and faulty electrical wiring.
- Repair/replace defective electrical appliances and fixtures

- Repair/replace taps and washers, and damaged plumbing fixtures including hot water heaters, dishwashers etc) water supply or wastewater pipes.
- Repair/replace refrigeration units (including freezers and cool rooms),
- Repair/replace gas fixtures and fittings (including gas stoves)
- Replace worn window treatments and fitted floor coverings
- Repair/Replace door and window locks in consultation with the Shire
- Maintain the premises guttering and stormwater system, in a clean condition, free of organic litter,
- Maintain the internal painting of the Premises in good order to the satisfaction of the Shire.

5.8 Emergency Exits and Procedures

The Organisation is to ensure all users / hirers of the Premises are made aware of the location of fire fighting equipment, emergency exits and assembly areas and of the need to ensure these emergency facilities are not obstructed.

5.9 Pool Operation requirements during club organised events and programs

Must comply with provisions of the 'Code of Practice" for the Design, Construction, Operations, Management & Maintenance of Aquatic Facilities. (September 2008 as provided or later) Category 3.

6.0 NOTICES

Any notice between the parties to this Agreement, shall be sufficiently served if sent to it by post to the address hereinbefore mentioned or last known and shall be deemed to have been served on the day on which it would in the ordinary course of post reach the address to which it was sent.

7.0 FINANCIAL CONSIDERATION

There is nothing in this agreement that prevents the Organisation from seeking financial assistance from the Shire or making applications for grants, to assist with operating costs and improvements to the Premises.

Any proposed application for improvements to the Premises and for new or replacement of existing Equipment must first be approved in writing by the Shire.

The Organisation is advised that any **budget requests** to the Shire for financial assistance with the provision of improvements to the Premises and for new or replacement of existing Equipment should be **made prior to February each year**, for consideration inline with the Shire's budget.

8.0 TERMINATION OF AGREEMENT

Reflecting the nature of this Agreement, this agreement will expire on the date as provided for within the schedules.

If the organisation seeks to renew the term the organisation will give the Shire notice in writing not earlier than 6 months but no later than three months prior to the expiration of this agreement.

9.0 DISPUTES

Given the nature of this agreement, dispute or difference between the parties, shall be addressed through consultation between the parties.

10.0 SCHEDULES

Schedule 10.1 – Description of Premises

Schedule 10.2 – Purpose for which Premises are to be used

Schedule 10.3 – Term

Schedule 10.4 – Rent

Schedule 10.5 – Business Name

Schedule 10.6 – Public Risk Insurance

Schedule 10.7 – Address for Service

Schedule 10.8 – Equipment

SCHEDULES

10.1 – Description of Premises

Lot 100 Ninan Street, Wongan Hills

Shire of Wongan Ballidu Swimming Pool and Clubrooms

10.2 – Purpose for which Premises to be used

Clubrooms and Pools for training and scheduled events

10.3 – Term

3 years

Date of Commencement – 1 November 2024

Date of Expiry – 31 October 2027

10.4 – Lease

Lease payable shall be $1.00pa payable on demand by the Shire

10.5 – Business Name (Organisation)

Wongan Hills Swimming Club Inc

10.6 – Public Risk Insurance

Minimum $20,000,000

10.7 – Address for Service

Shire of Wongan Ballidu
P.O. Box 84
Wongan Hills WA 6603

Phone 9671 2500
Email shire@wongan.wa.gov.au

Wongan Hills Swimming Club Inc
P.O. Box 130
Wongan Hills WA 6603

10.8 – Equipment

NIL

11.0 EXECUTION

The Signatures of the Shire of Wongan-Ballidu's President and Chief Executive Officer were hereunto affixed by authority of a resolution of the Council:

.....
Shire President
Cr Mandy Stephenson

.....
Chief Executive Officer
Mr Samuel Dolzadelli

The Signatures of the Organisation's office bearers were hereunto affixed pursuant to a resolution of the Committee:

.....
President (Organisation)

.....
Name of President (print)

.....
Secretary (Organisation)

.....
Name of Secretary (print)

9.5 COMMUNITY AND CUSTOMER SERVICES

Nil

Item 10. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Item 11. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Item 12. CLOSURE