

Shire of Wiluna

**CONFIRMED MINUTES**



**Ordinary Meeting of Council**

**Held**

**Thursday 25 September 2008**

**TABLE OF CONTENTS**  
**MINUTES**

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| <b>Item</b>   | <b>Page</b> |
|---|-------------|
| <b>1. DECLARATION OF OPENING AND ANOUNCEMENT OF VISITORS</b>                        | <b>1</b>    |
| <b>2. RECORD OF ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED</b> | <b>1</b>    |
| <b>3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE</b>                     | <b>1</b>    |
| <b>4. PUBLIC QUESTION TIME</b>  | <b>1</b>    |
| <b>5. APPLICATIONS FOR LEAVE OF ABSENCE</b>   | <b>1</b>    |
| <b>6. PETITIONS AND DEPUTATIONS</b>   | <b>1</b>    |
| <b>7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b>                               | <b>1</b>    |
| <b>8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION</b>                      | <b>2</b>    |
| <b>9. REPORTS OF COMMITTEES AND OFFICERS</b>  | <b>2</b>    |
| <b>9.1. Chief Executive Officer Reports</b>   | <b>2</b>    |
| 9.1.1. Status Report  | <b>2</b>    |
| 9.1.2. Gidgee Gold Mine – Permission to Upgrade the Gidgee Road                     | <b>10</b>   |
| <b>9.2. Manager, Finance &amp; Administration Officer Reports</b>                   | <b>13</b>   |
| 9.2.1. Accounts paid in by Authority  | <b>13</b>   |
| 9.2.2. Financial Report   | <b>14</b>   |
| 9.2.3. Annual Report  | <b>15</b>   |
| <b>9.3. Manager Works &amp; Services Officer Report</b>                             | <b>17</b>   |
| 9.3.1. Status Report  | <b>17</b>   |

| Item  | Page      |
|---|-----------|
| <b>9.4. Principal Environmental Health Officer Report</b>                             | <b>20</b> |
| 9.4.1 Status Report   | 20        |
| <b>9.5. Art Gallery Manager Report</b>  | <b>28</b> |
| 9.5.1. Status Report  | 28        |
| <b>9.6. Youth, Sports &amp; Recreational Officer Report</b>                           | <b>29</b> |
| 9.6.1. Status Report  | 29        |
| <b>9.7 Homemaker Officer Report</b>   | <b>31</b> |
| 9.7.1. Status Report  | 31        |
| <b>10. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>             | <b>32</b> |
| <b>11. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION OF COUNCIL</b> | <b>32</b> |
| <b>12. MATTERS BEHIND CLOSED DOORS</b>  | <b>32</b> |
| <b>13. CLOSURE</b>  | <b>32</b> |

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|   |                      |
|---|----------------------|
| <b>APPENDIX A - Accounts paid by Authority (August 2008)</b>                      | <b>- Blue Pages</b>  |
| <b>APPENDIX B - Financial Report (August 2008)</b>                                | <b>- Green Pages</b> |
| <b>APPENDIX C - Annual Report</b>   | <b>- White Pages</b> |
| <b>APPENDIX D - Proposed Haul road – Wilsons Pit (Gidgee) to Wiluna Gold Mine</b> | <b>- Pink Pages</b>  |

**MINUTES**

**1. Declaration of Opening and Announcement of Visitors**

The meeting was opened at 10.05am.

**2. Record of Attendance / Apologies and Leave of Absence Previously Approved**

|                  |                                       |                   |
|------------------|---------------------------------------|-------------------|
| John Kyanga      | (President)                           |                   |
| Anne Geary       | (Deputy President)                    |                   |
| Graham Harris    | (Councillor)                          |                   |
| Catherine Carton | (Councillor)                          |                   |
| Annette Williams | (Councillor)                          | (Entered 10.35am) |
| Samantha Tarling | (CEO)                                 |                   |
| Glenn Deocampo   | (Manager, Administration and Finance) |                   |
| Lai Ratabua      | (Sport & Rec and Pool Manager)        |                   |

**3. Response to Previous Public Question Taken on Notice**

Nil

**4. Public Question Time**

Nil

**5. Applications for Leave of Absence**

Nil

**6. Petitions and Deputations**

Grant Brooks from Apex Pty Ltd gave a deputation to Council relating to the request to the upgrading of Gidgee Road.

**7. Confirmation of Minutes of Previous Meeting**

The Minutes of the Meeting held on 21 August 2008 be accepted as a true record of that meeting with amendments noting the policy variation of the Road Maintenance Grading Unsealed Roads Tender referred to in OCM July 2008 Minutes Item 9.1.2.

**65/08 Council Decision**

**MOVED** Cr G Harris

**SECONDED** Cr A Geary

**CARRIED** 4/0

**8. Announcement Presiding Member without Discussion**

Nil

**9. Reports of Committees and Officers**

**9.1. Chief Executive Officer Reports**

|                                  |                      |
|----------------------------------|----------------------|
| <b>9.1.1. Subject/Applicant:</b> | <b>Status Report</b> |
|----------------------------------|----------------------|

|       |  |
|-------|--|
| File: |  |
|-------|--|

|                    |                                     |
|--------------------|-------------------------------------|
| Reporting Officer: | S Tarling - Chief Executive Officer |
|--------------------|-------------------------------------|

|                 |                   |
|-----------------|-------------------|
| Date of Report: | 15 September 2008 |
|-----------------|-------------------|

|                         |     |
|-------------------------|-----|
| Disclosure of Interest: | Nil |
|-------------------------|-----|

**Summary**

The purpose of this report is to report on Council's operations and request Council receive this report as information.

**Councillor Training**

Earlier in the year Cr Harris requested Councillor training to help understand the Compliance Audit that is reported to Council each year.

The Department Local Government and Regional Development will visit Monday 6 October – Wednesday 8 October 2008 to run training workshops.

In consultation with Councillors, it is confirmed that 2 half day sessions will take place on Monday and Tuesday. Monday, 6 October 12.00 – 4.00pm including lunch. Tuesday, 7 October 2008, 10.00 – 2.00pm including lunch. Training will be held in the training room.

The Tuesday session will cover sections under the Local Government Act referring to developments Council may wish to consider in the Strategic Plan. These include the Shire's proposal to develop the Old School Site and what the options are if we want to lease it to a private developer or do a joint caravan / chalet venture with a developer, development of a cultural centre, the development of the old recreation centre to a multi purpose civic centre, etc

Lindsay Bridge and Jenni Law will be available on Wednesday, 8 October up to 12.00pm to meet with Councillors if they wish to hold further discussions or training.

### Staff Issues

The Senior Finance Officer's employment has been terminated recently. The Receptionist, Lavenia will take up the Senior finance Officer's position in the short term and Debbie will be the receptionist on a casual basis until we secure another Senior Finance Officer.

Delys Harris will be offered the position of Assistant Homemaker in the coming weeks. She worked for 1 month on a voluntary basis and worked very well with Meleoni. An advert was placed in the Wiluna Newsletter in July inviting interested people to try out for the job through doing work experience. 1 other person tried the job but advised it was not what she thought it would be and did not apply for the position.

Deputy CEO, Vince Bugna has advised that he will be going on 3 months leave from 10 Dec – 10 March 2009. He is going to Canada to decide if he would like to move there permanently in 2009. The Canadian Government has offered Vince's family permanent residency.

Jean Alagappan (previous Finance and Administration Manager) has offered her services for the 3 month period Vince is away and if she is happy returning to the Shire, she will consider staying on in a fulltime role. This will be determined in 2009 when Vince returns.

Jean has requested a fly-in, fly-out arrangement for the 3 months. There is money in the budget to accommodate this cost and I believe it is in Council's best interest to endorse this arrangement.

Nelia McDonald has been kind enough to take over the role of Salaries Clerk from Connie Bugna and is currently training in the position. She will advise me in the near future if she will consider taking on this position as relief for 3 months when Connie is in Canada and possibly the fulltime position.

Acting Works Manager and Leading Hand, Joe Guiliano and Daniel Young are experiencing a steep learning curve in their respective roles and doing an outstanding job. Unfortunately they have both advised that they are more suited to a hands on position and after the six months trial period wish to return to their original positions.

Mr Jim Allen has been nominated as a suitable replacement for the position of Works Manager. Discussions will commence in the near future with Mr Allen.

If Mr Allen is agreeable to the idea, he will be offered the position in an acting capacity for 6 months before he makes a permanent commitment.

Policeman, Greg Keates has advised Council that he is no longer available to continue his studies towards qualifying as the Relief Swimming Pool Manager. This decision affects the opening of the pool on Saturday's due to our Swimming Pool Manager's religious convictions and not being able to work on Saturdays. The pool will be closed on Saturdays until we can get a qualified person and this will be advertised throughout the town.

Policeman, Adam Wiringi is being offered the opportunity to obtain his qualification. It is anticipated he will accept this offer.

### **Meekatharra Shire and Police – Support for Regional Review of Liquor License Conditions**

I spoke with Snr Sgt Pope, Meekatharra Police recently and he was unaware of our new restrictions. He is very supportive of looking at having consistency in the neighbouring town's liquor licences and having a regional approach to tackling the sly grogging and drink driving problem in the region. He will discuss this with the parties involved in Meekatharra, to initiate a review of Meekatharra's liquor licence. He will also form a partnership with the Wiluna Police to combat the drink driving occurring between the two towns in an effort to reduce the risk of harm to our local people.

The Meekatharra Shire CEO has advised that his shire would support any sensible strategy involved in taking a regional approach to combating the substance abuse and drink driving problem in the region.

### **RPA and RPA Co-ordinator**

RPA meeting held on Thursday, 4 September 2008, attended by Councillors was concluded discussing how the Agreement with the partners of the RPA would be constructed. The Shire expressed its wish for all state agencies to be present at the Leadership Group meetings to be held in Wiluna every quarter. This was agreed upon.

It was agreed that the RPA Coordinator – Alan Stewart will work at the Shire and will be directly answerable to the Wiluna Shire CEO and I will report to the Steering Committee and Leadership Group of the RPA partnership. It is agreed that a small group to be called the Steering Committee will meet each month to discuss how the action plans are progressing.

All Councillors are welcome to attend these meetings. The next RPA meeting has not been scheduled, however, a memo will go out to all Councillors to advise of each meeting held.

The following will be discussed at the next RPA meeting:

1. A statement about the governance of the RPA (structure, meeting dates, chair etc)
2. A statement about Purpose ("the Wiluna RPA = ")
3. A framework agreement (a document of broad purpose that the RPA partners can sign off to get the show on the road)
4. A communication strategy.

A couple of specific tasks for the RPA Coordinator to attend to, include:

- progressing the Wiluna Future Fund concept
- getting the local mine managers together, briefing them on the RPA and inviting them to partake.

### **Strategic Plan Consultant**

As previously discussed, I have been having preliminary discussions with a Strategic Planner, Bret Menison. Bret recently finished the AMS Strategic Plan and Building Healthy Communities Plan and has been consulting with the community for the last three years to bring these to fruition.

I have selected Bret for his previous work in the community and his connection with the AMS strategic planning and his new position as Co-ordinator of the Building Healthy Communities Plan.

At the April 2008 OCM, Council resolved to delegate the following authority to the CEO - Delegation No. 18 – Management – Engagement of Professional Services, it states:

*Council delegates its authority to the CEO to take the action deemed necessary with view to engaging the services of legal, financial and technical advisers, valuers and media consultants to provide the appropriate services to facilitate and/or promote the conduct of Council business.*

Many discussions have taken place over the last 4 months between myself and Bret to ensure he can deliver a strategic plan in a timely manner and that it will be relevant and user friendly to our community.

Bret Menison comes to town between 6 – 9 October. If Council agree, it would be relevant for him to attend the training session on Tuesday, 7 October 2008.

### **Wiluna Landscaping and Beautification Program**

As previously discussed, I have been networking with Shire of Cunderdin about their appointment of a company called URBIS to redesign their main street. URBIS come highly recommended. I have looked at their work and it includes working with aboriginal communities and carrying out landscaping



and beautification programs that are in keeping with country, history, cultural and language. They did the East Perth Redevelopment. Whilst this is a big project they also do projects for smaller town in country areas eg. Cunderdin.

I am awaiting a call from Urbis Landscaping Co to arrange a date to visit Wiluna to discuss our plans for the town. I will advise Council of the progress. If we are to appoint a company to carry out these works and it is likely to be over \$100 000 the Local Government Act requires the Council to tender the job.

At this stage, we are only engaging URBIS to discuss the vision we have and to advise us on the likely costs and timeframes involved in achieving our vision for the beautification and landscaping of the town.

### **Sealing Meekatharra Road – Petition to Parliament**

All signatures of the petition are being collected from around the town and from Meekatharra. They will be sent to John Bowler MLA this week to progress in the Parliament. They will also be sent to Meekatharra's representative, Mr Catania from the ALP to be aware of its introduction to Parliament.

### **Old Women's Centre Site**

The AMS own the old Women Centre site located beside the Early Childhood Centre in Wooten Street and they have offered it to Council for a carpark to compliment the cultural centre we plan to build on the vacant lot beside it.

If Council wish to accept the offer, the AMS will advise the DPI to change the vesting over to the Shire for the purpose of a carpark or retain the vesting and get the purpose changed to carpark.

This will be a positive step towards retaining that area for this use and start to plan for the future of the Cultural Centre.

I seek council's endorsement of progressing this negotiation.

### **Desert Gold Property**

An update of the status of the Desert Gold Property is as follows.

Notice of intention of forfeiture was issued by the Minister to WDPAC who subsequently indicated to the Minister that they wished to appeal.

Subsequent legal advice to DPI was that the Notice was insufficient as it failed to specify the exact conditions that had been breached.

The process has started again and the Notice of intention to forfeiture has been redrafted and resubmitted to the Minister for approval. It is likely that WDPAC will appeal again.

Recent inspection of the property by DPI confirmed breaches. Failure to clean up asbestos and operate required percentages of land as an orchard. Trees have been bulldozed and reticulation dug up.

A BHP Billiton consultant has been in touch with DPI regarding the potential of the site for trial crops for biodiesel. They have been advised of the status of the lease and referred to WDPAC for further discussions. Approval for a canola crop would be required.

### **Release of Land in Wiluna by the Minister and DPI**

DPI has surveyed lots and determined which are serviced, whether there has been previous tenure that may have exhausted native title and developed a town plan that identifies future residential and industrial lots.

The request to release Crown land in Wiluna is with the Minister currently and it is expected that it will be assessed in the next 6 – 12 months.

If the decision is positive, it is anticipate it will then take a further 6 months to process the paperwork to create lots and titles.

### **Availability of Shire Owned Land in 2009**

It is anticipated that 7 owners of vacant lots in town will not pay their rates for 3 years in a row by the end of 30 June 2009. This will allow Council under the regulations in the Local Govt Act to sell this land, keep it or lease it.

Council may consider keeping at least a few of the blocks for future investment and have land if more housing for employees is required. If Council determine they are not required they can be put up for auction. At the moment a vacant block in town is fetching approx. \$10 000.

### **TAFE**

TAFE have provided plans for Council's information. These will be tabled at the Council meeting. Any questions or comments will be forwarded to TAFE.

At the RPA meeting TAFE gave a presentation and advised it plans to commence building beside the school in June 2009.

### **Marruwayura Office**

The property Title for the Marruwayura Office is currently being processed with Landgate.

The building contractor is on stand-by to commence the refurbishment when we receive the property Title.

The DLGRD has advised that they will lead the development of this project under the co-location project that they are funding. Michaela Maine will work closely with the Council to develop the short-term tenancy and long-term plans for the project.

Nooda have shown an interest in securing one side of the building for office space and recently inquired as to the cost of rent. This has yet to be decided by Council.

The CEO will engage in negotiation with interested parties.

### **CEO 6 Monthly Review**

Anne Lake has confirmed she will undertake the CEO review.

She will be available on the 16 October 2008. She is not available sooner due to an overseas holiday.

We will conduct the review after the October Council Meeting.

Anne will liaise with the CEO and the President in the lead-up to the review.

### **Team – AMS, Police, Principal, Shire (TAPPS)**

In response to the Mapping and Gapping Report carried out in 2005 it was identified that Wiluna lacked a coordinated approach to providing services in the town.

In response to this report and a clear need for this to happen to make the town more cohesive and have a collaborative and coordinated approach to services provided, a group named the TAPPS has been formed.

The group consists of the AMS CEO, Police Sargeant, Principal of the School and the Shire CEO. The purpose of this team is to meet monthly and address issues of concern in the town. The TAPPS will decide what strategy can be put in place to make Wiluna a safer, healthier and happier town to live in.

The group is also invited to attend the RPA meetings.

### **Airport Security Training**

I will join the depot staff for 3 days training with consultant Deb Blaskett from Aviation Security Auditors Australia, Tuesday 23 – Thursday 25 September 2008.

This will give me a complete understanding of the statutory requirements of Council and at the same time complete the annual audit of our operations at the airport.

### **Local Emergency Management Plan**

Council is required under the *Emergency Management Act 2005*, Section 38 of the Act to establish a Local Emergency Management Committee (LEMC) for the district. The LEMC is to meet every 3 months and as required.

The functions of the LEMC's are:

1. to advise and assist the local government in ensuring that local emergency management arrangements are established for the district;
2. to liaise with emergency management agencies and other persons in the development, review and testing of local emergency management arrangements; and
3. to carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations.

The LEMC may consist of Council members, employees and other persons.

I am currently in discussions with the Police Sargeant about establishing the LEMC. Council do not currently have a Plan and one of my priorities over the next two months is to write a Wiluna Emergency Management Plan and establish a LEMC Committee to make Council compliant with statutory requirements.

### **SES – Wiluna Gold**

Council depot staff recently advised me that they believe Wiluna Gold have more expertise than they do to run the SES unit.

I feel this would be in the community's best interest if Wiluna Gold are happy with this arrangement.

Depot staffs are happy to be involved and increase their skills under the instruction of experienced emergency management staff of Wiluna Gold.

In discussion with Grant Brock, Wiluna Gold it is agreed that they will be in a position in January 2009 to take on the responsibility in a formal arrangement. Until then they are happy to assist in any way.

I am currently writing a Local Emergency Management Plan for Wiluna and the above information will be included in it and their contact details.

### **Electors Meeting – 30 October 2008**

Annual Electors Meeting to be held at the Rec Centre on Thursday, 30 October 2008 starting at 7.00pm.

### **Officer Recommendation**

That Council receives & endorses the CEO's report.

### **66/08 Council Decision**

**MOVED** Cr C Carton

**SECONDED** Cr A Williams  
**CARRIED** 5/0

|                                  |   |
|----------------------------------|---|
| <b>9.1.2. Subject/Applicant:</b> | <b>Gidgee Gold Mine – Permission to Upgrade the Gidgee Road</b> |
| File:                            |   |
| Reporting Officer:               | S Tarling - Chief Executive Officer                             |
| Date of Report:                  | 15 September 2008   |
| Disclosure of Interest:          | Nil   |

### **Summary**

Apex Gold P/L wish to progress the hauling of ore from the Gidgee Gold Mine to the Wiluna Mine to commence in December 2008. To do this the road will need to be upgraded and permission granted from the Shire to commence this work and permission granted to obtain a permit to operate road trains on the road.

## Background

In December 2007 Council received a request from Apex Gold P/L seeking permission for haulage of ore from the Gidgee Gold Mine north along the existing haul road (Gidgee Road) to the intersection of the Meekatharra – Yeelirie Road, then easterly along the Meekatharra-Yeelerie Road until the intersection of the Sandstone- Wiluna Road. From here trucking would proceed in a northerly direction to the intersection of Goldfields Highway, then along the existing Wiluna Gold Mine haulage road to the Wiluna Gold Mine Treatment Plant. This represents a distance of 125km.

The proposal is to commence haulage in the December 2008 at low levels increasing over the next 5 years.

In April 2008 Council resolved:

*That Council:*

1. *approve the CEO to gather as much information as possible in order to keep Council informed;*
2. *the CEO liaise with the Shire of Sandstone CEO who has currently been through this process with Apex Gold P/L, and, with Main Roads to report back to Council; and*
3. *Liaise with Apex Gold P/L to receive the required reports and investigation findings (at Apex Gold P/L expense) to bring back to Council to make an informed decision on:*
  - *giving permission to upgrade the Gidgee Road to the intersection of the Meekatharra –Yeelirie Road, then easterly along the Meekatharra-Yeelerie Road until the intersection of the Sandstone- Wiluna Road and from there in a northerly direction to the intersection of Goldfields Highway.*
  - *Authorising a permit to operate road trains on the abovementioned road.*

## Comment

Greenfield Contractors carried out the study of the road upgrade and Apex P/L have followed their recommendations and further enhanced the recommendations to upgrade the road.

Greenfield Contractors were independent consultants engaged by the Shire.

Submission - Proposed Haul Road – Wilsons Pit (Gidgee) to Wiluna Gold Mine “. Proposed Road Access Upgrade Works for the Shire of Wiluna can be found as Appendix D (pink pages) to the agenda.

### **Council’s Options**

Council is presented with two options:

1. support the proposal presented to Council in the attached report titled “ Proposed Haul Road – Wilsons Pit (Gidgee) to Wiluna Gold Mine “. Proposed Road Access Upgrade Works for the Shire of Wiluna; or
2. Do not support the proposal to upgrade the Gidgee Road.

### **Consultation**

Greenfield Contractors  
Main Roads Dept  
Sandstone Shire CEO  
Apex P/L

### **Statutory Environment**

Local Government Act 1995

### **Policy Implications**

Nil

### **Financial Implications**

Nil

### **Voting Requirement**

Simple Majority

### **Officer Recommendation:**

That Council:

1. approve the upgrade of the Gidgee Road as outlined in the submission titled “Proposed Haul Road – Wilsons Pit (Gidgee) to Wiluna gold Mine “ conditional upon all statutory requirements being

met. Proposed Road Access Upgrade Works for the Shire of Wiluna. Report prepared 21 August 2008;

2. In consultation with the Main Roads Department authorise a permit to operate road trains on the Gidgee Road as outlined in the above report.

**67/08 Council Decision**

**MOVED** Cr G Harris

**SECONDED** Cr C Carton  
**CARRIED** 5/0

**9.2. Manager Finance & Administration Officer's Reports**

|                                  |   |
|----------------------------------|---|
| <b>9.2.1. Subject/Applicant:</b> | <b>Accounts Paid in by Authority</b>      |
| File:                            | Finance                                   |
| Reporting Officer:               | Glenn Deocampo – Manager, Finance & Admin |
| Date of Report:                  | 10 September 2008                         |
| Disclosure of Interest:          | Nil                                       |

**Summary**

In accordance with the Financial Management Regulations a list of accounts paid by the Chief Executive Officer is presented to Council to adopt.

**Background**

The list of accounts for the period ending 31 August 2008 are listed as Appendix A (blue pages).

**Comment**

Nil

**Consultation**

Nil

**Statutory Environment**

Local Government (Financial Management) Regulations 1996 – Regulations 13. (*Reprint 2: The regulations as at 17 February 2006*)



**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirement**

Simple majority.

**Officer Recommendation**

That the accounts paid by authority for the period ended 31 August 2008 totalling \$924,396.58 be received and endorsed and incorporated in the Minutes of the meeting.

**68/08 Council Decision**

**MOVED** Cr A Geary

**SECONDED** Cr A Williams  
**CARRIED** 5/0

|                                  |   |
|----------------------------------|---|
| <b>9.2.2. Subject/Applicant:</b> | <b>Financial Report</b>                   |
| File:                            | Finance                                   |
| Reporting Officer:               | Glenn Deocampo – Manager, Finance & Admin |
| Date of Report:                  | 10 September 2008                         |
| Disclosure of Interest:          | Nil                                       |

**Summary**

The purpose of this report is to seek Council's adoption of the Financial Reports for the period ending 31 August 2008.

**Background**

Section 6.4 of the Local Government Act 1995 requires the CEO to prepare monthly/quarterly financial reports in accordance with the provisions of

regulation 34 and 35 of the Local Government Act (Financial Management) Regulations 1996.

The reports for the period ending 31 August 2008 are listed as Appendix B (green pages).

**Comment**

Nil

**Consultation**

Nil

**Statutory Environment**

Local Government Financial Management Regulations 1996 – Regulations 34-35

**Voting Requirement**

Simple majority.

**Officer Recommendation/Draft Motion**

That Council adopt the Financial Reports for the period ending 31 August 2008 as presented.

**69/08 Council Decision**

**MOVED** Cr G Harris

**SECONDED** Cr C Carton  
**CARRIED** 5/0

|                                  |   |
|----------------------------------|---|
| <b>9.2.3. Subject/Applicant:</b> | <b>Annual Report</b>                      |
| File:                            | 14.00.05                                  |
| Reporting Officer:               | Glenn Deocampo – Manager, Finance & Admin |
| Date of Report:                  | 8 September 2008                          |
| Disclosure of Interest:          | Nil                                       |

**Summary**

Section 5.54 of the Local Government Act 1995 requires that the Annual Report for the financial year ended 30<sup>th</sup> June 2008 be adopted by the Local

Government no later than 31<sup>st</sup> December after that financial year subject to the availability of the Auditor's report.

**Comment**

The Auditor's Report was received on the 2nd of September 2008 and is attached at the back of the Annual Report shown as Appendix D (White pages). The Annual Report includes the President, Chief Executive Officer and Financial Report for the year ended 30<sup>th</sup> June 2008.

**Consultation**

Nil

**Statutory Environment**

Local Government Act 1995

**Policy Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirement**

Absolute Majority required

**Officer Recommendation**

That Council adopt the Annual Report for the year ended 30<sup>th</sup> June 2008.

**70/08 Council Decision**

**MOVED** Cr G Harris

**SECONDED** Cr A Williams

**CARRIED** 5/0

### 9.3. Manager Works & Services Officer Report

|                                  |  |
|----------------------------------|--|
| <b>9.3.1. Subject/Applicant:</b> | <b>Status Report</b>                         |
| File:                            |  |
| Reporting Officer:               | Joe Guiliano & Daniel Young – Works Managers |
| Date of Report:                  | 11 September 2008                            |
| Disclosure of Interest:          | Nil  |

#### Summary

The purpose of this report is to report Council's operations in the Works Department and request Council receive this report as information.

#### Road Report

Recent inspection of shire roads have shown that a constant flow of traffic and heavy haulage continue to cause bad corrugations, as well as ruts and wash outs due to weather conditions. Maintenance grading has and will continue to be carried out on all roads, as well as re-construction of the major problem areas.

**Yeelerie Rd:** Maintenance grading and some minor construction work will commence within the next few months, addressing loose surfaces and washouts, as well as a potentially dangerous crest.

**Ullalla Rd:** Maintenance grading has been carried out to a satisfactory condition ensuring a safer travel route for local and tourist road users, including the elimination of a dangerous crest/ drop off. Drains have been opened and washed edges have been repaired.

**North Rd / Ned's Creek Rd:** Continued maintenance grading will be carried out through the year due to a continuous flow of heavy traffic causing corrugations and loose surfaces. Re-construction of washed out sections will commence within the year. The Cunyu station access road had recently been graded, much to the delight of station owners.

**Jundee Rd:** Continued maintenance grading of the Jundee Rd by the shire and Jundee personnel in an effort to keep the road to its best possible standard.

**Gunbarrel Hwy – (Wongawol, Carnegie, Barwidgee, Bronzewing Rd):** Recent inspections show us that these roads need attention in many areas, including loose surfaces, soft and washed out edges, as well as signage and ample drainage.

**Bronzewing Rd:** Maintenance grading has been carried out by contract grading, road drainage has been opened up to ensure better water flow from the road side and a safe standard.

**Barwidgee Rd:** Maintenance grading has been completed by contract grader, soft edges have been repaired and drainage opened up.

**Carnegie Rd:** Maintenance grading and re-construction of a large section of the road is due to be carried out in the coming months, addressing wash outs, drainage and raising the road surface above protruding and exposed cap rock.

**Wongawol/Carnegee Rd:** Road is currently being maintenance graded by contractor, Re-sheeting of the problem sections to be carried out during the year.

**Milrose/ Lake Violet/ Glen Ayle/ Granite Peak Rd's:** Maintenance grading will be carried out on these roads by maintenance grader throughout the year.

All roads have been inspected and problem areas will be addressed within the year to maintain and improve safety and comfort for all road users.

### **Grids and signage**

We have begun to implement a grid maintenance and road signage programme to highlight the problem areas and black spots on our roads that will continue throughout the year and into the future. This will be an ongoing programme as many of our roads have little to no signage and upon inspection of the roads we have discovered many dangerous areas where signage is badly needed.

Chevrons and grid signs have been erected on many unsigned grids, as well as road delineators leading up to the grids and on sharp bends in the roads.

We will continue to monitor unsafe areas and take action accordingly throughout all roads within our boundaries to combat the problem, as safety is our number one priority for the shire roads.

We will also be planning a signage programme for the street signs within the Wiluna townsite, to include the Shire of Wiluna logo, thereby improving the look of our town and adding some colour to our streets. We are also pleased to report the success with the use of the 200 litre drums used to hold signage on the roads out of town. As yet, none have been damaged. We will continue to use this method as its practice has proven to be very affective.

### **Town bore / Retic**

As previously mentioned we have recently rectified problems with the town's reticulation supply and should see the changes very soon. I have invited a representative from Kalpumps Kalgoorlie to inspect our large water storage tank to give his recommendation for a possible new or separate tank to be installed. During his visit he will also inspect the town reticulation bore and share his input into any changes that could be made to give us a more ready supply of water as the installation of the new schools reticulation uses much of our water supply.

### **Shire Vehicles**

Thanks to Mechanic, Jim Allen, the shire vehicles and equipment have been kept to a high standard and breakdowns kept to a minimum. Also minimising downtime when breakdowns do occur, this has been a bonus to our productivity, efficiency and effectiveness in achieving our outcomes in the 2008/09 year.

### **Depot**

We are glad to report that we have not experienced any recent break-ins at the shire depot. This is something that happened quite frequently in previous months. Having installed a sea container to securely contain paint and chemical products that were usually the target in past incidents has also reduced the health risk to youth in the town that were the culprits.

### **Rubbish Tip**

Efforts have been made to keep our rubbish tip in an orderly and easy to use manner. Having combined the different sections into one has made dumping, as well as keeping the tip site clean, much easier for all. Future plans will include bringing in gravel material to level the dumping area, clearer signage and possible new fencing as rubbish blowing into adjacent bushland seems to be one of our biggest problems.

### **Officer Recommendation**

That Council receives the Works Department information report.

**71/08 Council Decision**

**MOVED** Cr A Geary

**SECONDED** Cr C Carton  
**CARRIED** 5/0

### Motion - Letter of Congratulations

A letter of congratulations be sent to Joe Giuliano and Daniel Young for their exceptional efforts over the last 3 months at running the Depot in their Acting positions.

|                               |
|-------------------------------|
| <b>72/08 Council Decision</b> |
|-------------------------------|

**MOVED** Cr A Geary

**SECONDED** Cr C Carton  
**CARRIED** 5/0

### 9.4. Principal Environmental Health Officer Report

|                                  |   |
|----------------------------------|---|
| <b>9.4.1. Subject/Applicant:</b> | <b>Status Report</b>                            |
| File:                            |   |
| Reporting Officer:               | William Atyeo – Principal EHO/Building Surveyor |
| Date of Report:                  | 25 to 28 August 2008                            |
| Disclosure of Interest:          | Nil   |

### Summary

The purpose of this report is to report Council's operations in the Environmental Health and Building Surveyor's Department and request Council receive this report as information.

**Subject:** Max's Cafe

File: Lots 45 and 46 Wotton

Location: Wiluna

Date: 25 August 2008

Following a complaint I visited the cafe to determine what the problem was. On arrival it was found that the owners of the cafe allow the guard dogs to roam at will at the front of the premises behind the security gates. I spoke to the person in charge, and stated that this was not allowed, but that each morning the owner was responsible to ensure that the area was thoroughly cleaned of dog faeces and urine, and cleared of all rubbish.

The male person present explained that it was his fault that this was not done, and that he would clean the area thoroughly every morning, and he apologised.

The next morning I returned, and the area was very clean and free of all the matter stated above. I will continue to monitor this.

**Subject: Overflow of Water – Wiluna Public Swimming Pool**

File: Swimming Pool

Location: Wiluna

Date: 25 August 2008

There was much water lost when a pump filling the pool jammed on it overflowed. I spoke with the pool manager who explained this to me. It was first thought that this excessive water loss was as a result of the backwash water, but this was not the case.

The manager stated that he had started the water circulating in preparation for the upcoming season, and had started to fill the pool, but the valve that automatically switches off when the correct levels are achieved failed the system, and thus the massive overflow.

I stated that in future when pumps etc are set in motion, it was important that they be checked on a more regular basis, leaving nothing to chance, because that is when things generally go wrong.

**Subject: Trading in Public Place**

File: Trading – Public Place

Location: Wiluna

Date: 26 August 2008

I was contacted by Lydia Softley in regard to trading in a Public Place in Wiluna around the 5 and 6 September 2008. After much research into Council's requirements in regard to this matter, I discovered with the help of other staff, that the Shire does not have a Local Law on this matter, and that the Hawkers Local Law was deleted in 2004.

My advice to Lydia was to write a letter to the Shire, through the CEO, applying for permission to trade for the required time on public land, which was to be designated by the Shire. Other than that, she could get permission from a private landholder in the commercial area of town to do so, which would mean that she would not require the permission of Council.

In the letter to the Shire I suggested that she reveal to Council the type of goods she wished to sell, the times of operations of the trading, and any other matter she felt Council would need in order to reach an informed decision.



I spoke with Vince and with the CEO in regard to the drawing up and implementation of a Local law that covers activities in a public place in order to cover situations like this. I feel the City of Rockingham has a very good set of Local laws on this, and I feel this needs to be followed up, as the Shire does not have any local laws to cover such.

**Subject: Zero Waste Management Plans – Phase II**

File: Zero Waste Management Plans

Location: Wiluna Shire

Date: 27 August 2008

Mr Gordon Houston from Dallywater Consulting attended the Shire and visited Meekatharra, Mount Magnet, and Sandstone refuse tips to assess them in line with putting together a Waste management Plan for the region, and for each of the participating Shires.

Since reporting last, the Shire of Cue has joined the group which will really cater for the whole of the region. Previous the Shire of Cue had indicated that they were not interested.

It is clear that there are differences between the Shires, but there are common concerns and directions we would all like to pursue if they are practical, and cost effective. It was recognised that distance is a major factor which would increase financial burdens on all Shires. It would therefore be imperative that the State financially support the Shires, should regional projects be implemented.

There was much discussion and inspections made prior to the meeting of all available Group members on the 4 August, held in the Shire of Meekatharra's Council chambers.

After much discussion at this meeting, a general consensus of all present highlighted the following as possible regional strategies that would form part of the consultants strategic waste plan for our region (not in any order of preference).

**1. Mining of Tips:**

- Meekatharra had a person start to mine or reclaim tipping space within their tip. This returned two thirds of the one bay that was worked on, but the process halted and there has been no further work done. This is a pity, as the benefits were extremely promising.
- It was felt that this would be a worthwhile project to pursue on a regional basis for all the tips in the area.

- Perhaps one Shire could establish the unit (operators, machinery, etc), and this could be utilised by all Shires within the region, plus others outside, in order to reclaim valuable tipping space.

- It was felt the economic benefits to all would be significant.

**2. Co-ordinator of Waste Management:**

- It was felt that a Co-ordinator for Waste Management should be sought through Government funding, especially in the initial stages, in order to oversee the regional plan.

**3. School Programs:**

- It was generally felt that it was important to educate and promote the recycling issues and practices through the schools within the region, providing the facilities are available in the Shires.

**4. Regional Audit:**

- It was imperative that each tip had an audit done on them, so as to ascertain the volumes, the types, etc of the refuse deposited at each tip.
- Only then can the Shires know to some degree of certainty as to the volumes and types of recyclable materials that may become available, and may need to be handled by the Shires.
- The finances for this are to be sourced from the Government.

**5. Regional Collection and Disposal:**

- This was seen as a higher priority for Yalgoo, and for Cue, providing it was economical and feasible. In particular the contractors from Mt Magnet may be engaged for both refuse and recycle programs in the towns of Sandstone, Mt Magnet, Yalgoo, and Cue (All within 150 Kms of Mt Magnet.. as centre)..
- It was seen that any specific programs setup in individual Shires could be geared to utilize these, especially in regard to storage and disposal of the collected items.

I felt the meeting was a very productive one with commonsense and practicality involved. It was clear from the meeting, and the consultant was informed, that the State Government would be required to provide adequate and on-going funding where required in order to achieve the goals set by the State Government. Shires were willing to participate, but not at the expense of vital and necessary services to the ratepayers and communities of the towns represented.

During the next months, the consultant, along with both Environmental Health Officers, will meet and exchange information, and we eagerly await the DRAFT of the proposed Waste Management plans for the Region, and for the individual Shires.

**Subject: New Cafe - Betteridge**

File: Lot 64

Location: Wotton Street - Wiluna

Date: 27 August 2008

The owners indicated to me that they were close to opening the cafe on Wotton Street. I therefore indicated that I needed to inspect the premises before this was permitted. On the 27 August I inspected the premises in company with the owners.

Generally the premises are in good condition, and a number of the equipment have been replaced with new ones that are gas fired instead of electric. The only areas that require attention are as follows:

- There are a number of small gaps in the joins between the ceiling and the top of the walls in the food preparation area that need sealing. This needs to be completed before opening.
- A toilet needs to be supplied for the use of staff only. This can be in the form of a porta-loo, or a new building. This needs to be completed before opening.
- The floor needs to be replaced or repaired so that it complies with the Regulations. This will not be able to be completed before the opening, but needs to be done within 3 months of opening. Before opening the floor will need to be thoroughly cleaned and maintained until such time as the new one is laid.
- All obsolete equipment not to be used in the preparation of food within the kitchen are to be removed. It is understood that there is other new equipment to be installed, which will replace existing equipment.
- The whole of the premises included floors walls and ceilings are to be thoroughly cleaned before the business is permitted to be operated.
- Fill in the gap between the finished level of the concrete apron to the kitchen and the finished level of the cladding to the kitchen.

- Fill in the area between the finished level of the ramp leading to the cafe, and the surrounding ground level so that they are at the one level with no steps or gaps that may cause people to trip or fall.

There is also another issue in regard to the hand rail of the ramp that extends across the footpath. The ramp complies with the standards for Access for people with disabilities, but the owners have miscalculated their boundaries. When the final earthworks are completed this should not be a major problem to people using the footpath.

However, these are structures across the public footpath, which Council has control over. Therefore, this situation needs to be inspected by the Shire and approved. Should the Shire feel that this is not acceptable, then they have the power to request that the steel handrails be removed back to the property boundary.

If this is permitted, then I feel that the owners must completely indemnify the Shire against possible claims against them for any injuries sustained by the public should any injury occur while using both the ramp and the handrail. A document will be needed to be drawn-up by the Shire and submitted to the owners for their agreement to the terms that would be presented to them.

### **To Do**

1. I will write a letter to the owners stating what I have reported here.
2. The Shire needs to inspect the structure over the footpath and assess whether or not the handrail and ramp pose a threat to the community for injury.
3. If permitted, then the Shire draw-up a document for the owners to sign that completely indemnifies the Shire from any and all claims that may eventuate in regard to injury to the public through the use of the ramp and handrail permitted.
4. If not permitted, then a letter be written to the owners asking for the obstacles to be removed.

Please note that the original Planning Permit did include the area to be fully paved, but this is not envisaged to be done at the present.

**Subject:** Wiluna Caravan Park  
**File:** Wiluna Caravan Park  
**Location:** Wiluna  
**Date:** 27 August 2008

I inspected the ablution block at the caravan park following a complaint lodged with the CEO. After the inspection I spoke with Ken Johnston and I brought the following matters to his attention:

1. The ablution block needs a thorough clean right throughout. The handbasins, the washing machine, the floors and cubicles are not being cleaned well enough, and he needs to ensure that the person responsible does a thorough job on a daily basis.
2. The paint on the floors and walls needs to be redone and in a professional manner. At the moment it looks really bad, and this is mainly due to the lifting of paint and the removal of the old paint is very uneven. This makes the place look unclean, where in a lot of cases, this is not so. The painting of the walls is very unprofessional and also makes the walls look as if they too are not clean.
3. The floors do not drain water away from the area, and pool at the steps into the shower cubicles. Ken indicated that they are getting Colin Gordon to re-surface the concrete floors and drain the water to the floor wastes. In the meantime I have asked that when the person cleans, he ensures that this pooled water is removed manually.
4. There is a need for ongoing maintenance to shower cubicles (fibreglass), shower fixtures, taps, and other areas of the ablution block like architraves to all the cubicles (including the toilets).. As there are obvious signs of deterioration.

### To Do

- I will write a letter to the owners of the Caravan Park and highlight these matters for attention.

**Subject: WASTE OIL – SURVEY BY MUNICIPAL WASTE ADVISORY COUNCIL**

File: Waste Oil

Location: Wiluna

Date: 26 August 2008

### **WASTE OIL – SURVEY BY MUNICIPAL WASTE ADVISORY COUNCIL**

The Committee will remember that I reported previous that I completed a waste oil survey for WALGA. The Shire has now received a further survey to be completed, and they have secured some funding. The Email follows:

### **LOCAL GOVERNMENT USED OIL TENDER SURVEY**

*Funding will be provided to Local Governments for up to 50% of the collection costs on a pro rata basis. The State Government, through the Waste Authority, has granted funding of \$300,000 for the next 2 years to assist local government to recycled used motor oil.*

*The WA Local Government Association, are seeking to put in place a used oil collection Preferred Supplier Agreement who would provide an effective used oil collection and recycling service to Local Government. A Preferred Supplier Agreement means an arrangement with WALGA operating for the benefit of its members, which under the Local Government (Functions and General) Regulations, 1996, enabling Local Governments direct accesses to Contracts, without the need to tender.*

*This survey will ascertain who is interested in being involved in a joint disposal tender(s) for used oil collection and the quantities of oil currently stored at local government facilities.*

I will complete this and send it to WALGA

**Subject: Proposed Development – Cultural Centre / Educational / Accommodation**

File: Lot 179 - Wotton

Location: Wiluna

Date: 27 August 2008

I was approached by Gail Alison on behalf of Ngurra Yuldoo Aboriginal Corporation in regard to the proposed development of Lot 179 Wotton Street. They propose a cultural centre for Ngurra Yuldoo Aboriginal Corporation people, which include accommodation for trainers. It will also provide for people to learn and expand crafts and other life skills. It is also proposed to relocate the Centerlink Office as part of the overall development of the land on Wotton Street.

They have obtained second-hand transportable “dongs” buildings from Mt Keith and I have stated that they will need to supply Council with photographs of the buildings proposed to be placed on the lot, along with certification from a certified structural engineer that the buildings are suitable and are structurally sound.

I also stated that they would require planning approval from Council, and that Council would insist that the buildings be cleaned and painted with acceptable colours, and that they would have to supply layout plans, septic layout plans, and a letter outlining the proposed use of all the buildings.

Gail was to go away and get all this information and documents together, and submit it to Council for approval, along with the application form (which

was previously supplied by John Randall), as soon as possible. Like all these projects it appears that the buildings are ready to be shifted off Mt Keith site very shortly, and the ablution block has already landed on the Lot.

I have further stated that the whole of the block needs to be cleared and cleaned of all refuse, and that the old septic tanks are to be removed and the soil compacted in readiness.

**Officer Recommendation**

That Council receives and endorses the actions taken in the Environmental Health and Building Surveyor Department information report.

**73/08 Council Decision**

**MOVED** Cr G Harris

**SECONDED** Cr A Geary  
**CARRIED** 5/0

**9.5 Art Gallery Manager Report**

|                                  |  |
|----------------------------------|--|
| <b>9.5.1. Subject/Applicant:</b> | <b>Status Report</b>                   |
| File:                            | 05.00.07                               |
| Reporting Officer:               | Heather Charlton – Art Gallery Manager |
| Date of Report:                  | 10 September 2008                      |
| Disclosure of Interest:          | Nil                                    |

**Summary**

The purpose of this report is to report Council's operations in the Tjukurba Art Gallery and request Council receive this report as information.

**Report**

- BHP Billiton Nickel West have commissioned the Gallery to provide 45 small paintings for presentation to overseas guests. With only four weeks to complete the project, many of our artists have been engaged in this positive and financially rewarding exercise.
- A bush painting day was conducted in August at North Pool. Twelve artists attended for an enjoyable days painting. It was encouraging to see young painters involved.
- The Artstart group is gaining strength with more children attending after school for a productive activity. To date ten children are participating.

- A Draft Development Plan for the Gallery has been received for consideration from consultants Susan Congreve and Tim Acker.
- Discussions have been raised with the artists to give them a new name which will identify them with their country and give a sense of ownership to the Gallery. The name put forward by the artists is BIRRILIBURU ARTISTS. It is also suggested that the Tjukurba Gallery's name may be changed.
- The Gallery is missing many opportunities from tourist trade, so we are in the process of purchasing large colourful banners to place in the Shire driveway to attract the attention of visitors.
- Artist Regina Ashwin recently received the great honour of her painting being chosen by a Canberra agency to be presented by Prime Minister Kevin Rudd to the retiring Governor General Michael Jeffrey at a ceremony in the Great Hall of Parliament House, as a "Thank You from the People of Australia."

#### **Officer Recommendation**

That Council receives and endorses the Art Gallery Manager's information report and actions.

#### **74/08 Council Decision**

**MOVED** Cr A Geary

**SECONDED** Cr G Harris  
**CARRIED** 5/0

### **9.6. Sports & Recreational & Pool Manager Officer Report**

|                                  |   |
|----------------------------------|---|
| <b>9.6.1. Subject/Applicant:</b> | <b>Status Report</b>                              |
| Reporting Officer:               | Lai Ratabua – Sports & Rec Officer & Pool Manager |
| Date of Report:                  | 9 September 2008                                  |
| Disclosure of Interest:          |   |

#### **Summary**

The purpose of this report is to report Council's operations in the Sport and Recreation Department and request Council receive this report as information.



### **Sports & Recreation**

- The NAIDOC games had a good turn out with 5 outside communities participating in the games. The NAIDOC committee's team work made the games run accordingly. Due to the large amount of turnout games had to be extended into the night to fit all the games into the 4 days scheduled.
- The finals were between Wiluna Town and Mount Magnet for football and between Wiluna Town and Jamatji Girls for softball. Wiluna town triumphed in both Football and Softball.
- **Sunday Games**
  - The Wiluna Softball/Soccer team games are scheduled for Sunday 14/09/08 at Meekatharra and the grand final will start at 1pm.
  - The football game between Wiluna and Jundee scheduled on Tuesday 09/09/08 was postponed due to player fatigue.

### **Swimming Pool**

- The roof structure of the swimming pool has arrived and contractor Colin Gordon has started the installation. Due to the delay, the swimming pool will not open until the installation of the heating system is complete.
- The final preparation for the pool opening will be done before the pool opens. Task which will be completed;
  1. The plant room which still requires the Chlorine gas pipes to be changed.
  2. Filtration tanks to be drained and cleaned.
  3. Swimming pool chemicals to be ordered.
  4. Toilets and Showers fixed and painted.
  5. Swimming pool cleaned.
  6. Water testing.
  7. Equipment checks and replacements.
  8. Staff First Aid training.

### **Officer Recommendation**

That Council receives the Sport and Recreation Department information report.

**75/08 Council Decision**

**MOVED** Cr C Carton

**SECONDED** Cr A Williams

**CARRIED** 5/0

## 9.7. Homemaker Officer Report

|                                  |                                    |
|----------------------------------|------------------------------------|
| <b>9.7.1. Subject/Applicant:</b> | <b>Status Report</b>               |
| File:                            | 03.00.05                           |
| Reporting Officer:               | Meleoni Nariro – Homemaker officer |
| Date of Report:                  | 2008                               |
| Disclosure of Interest:          | Nil                                |

### **Summary**

The purpose of this report is to report Council's operations in the Homemaker program and request council receive this report as information.

### **Homeswest**

I've seen a lot of improvements with the DHW Contractors and the Homeswest tenants are very happy about improvements / renovations carried out at their homes. There are little job to be completed on a number of houses, but the major problems have been completed.

### **Cooking**

We had 2 classes last month one on the 19/08/2008, 7 people attended and the class was held at the Shire. The other cooking class was held on the 27/08/2008, 11 people attended, and this was held at my house.

### **Curtains**

Majority of the houses have curtains. There are only a number of people who do not have curtains as they are not in Wiluna at the moment.

### **Dogs**

I am working with the Environmental Health Officers at the AMS to look after the dog problem. If they see any dogs without a collar or without an owner, the dog(s) will be removed and be put down.

This partnership between the AMS and Shire Homemaker program is part of the commitment of the Shire to work collaboratively with other agencies in Wiluna to bring about a coordinated approach to improving services to the people of Wiluna.

**Officer Recommendation**

That Council receives the Homemaker Program information report.

**76/08 Council Decision**

**MOVED** Cr A Geary

**SECONDED** Cr G Harris

**CARRIED** 5/0

**10. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**11. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION OF COUNCIL**

Nil

**12. MATTERS BEHIND CLOSED DOORS**

Nil

**13. CLOSURE**

Meeting Closed at 1:05 pm.