



Shire of Cunderdin

Minutes of an Ordinary Council Meeting

Dear Council Member,

The Ordinary Meeting of the Cunderdin Shire Council was held on **Thursday 20th March 2014** in the Council Chambers, Lundy Avenue Cunderdin commencing at **5:10pm**.

A handwritten signature in black ink, appearing to read 'Peter Naylor'.

Peter Naylor
Chief Executive Officer

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AGENDA

1. Declaration of opening

The President declared the meeting open at 5.10pm

The Shire of Cunderdin disclaimer was read aloud.

The Local Government Act 1995 Part 5 Division 2 Section 5.25 and Local Government (Administration) Regulations 1996 Regulation 13

“No responsibility whatsoever is implied or accepted by the Shire of Cunderdin for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this Meeting and should only rely on written confirmation of Council’s decisions, which will be provided within ten working days of this meeting”.

2. Suspension of Clause 3.2 - Standing Orders

Location:	Cunderdin
Applicant:	Not applicable
Date:	10 th March 2014
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer

Resolution 2.1:

Council suspends clause 3.2 – Order of Business – of the Shire of Cunderdin Standing Orders Local Law 2001

Moved: Cr Clive Gibsone

Seconded: Cr Todd Harris

Vote – Simple majority

Carried: 6/0

3. Public Question Time

Response to previous public questions taken on notice

Declaration of public question time opened at

Declaration of public question time closed at

4. Record of Attendance, Apologies and Approved Leave of Absence

Record of attendances

Councillors

Cr RL (Rod) Carter
Cr RC (Clive) Gibsone
Cr TE (Todd) Harris
Cr NW (Norm) Jenzen
Cr DB (Doug) Kelly
Cr DA (Dennis) Whisson

Apologies

On Leave of Absence

Cr TA (Terri) Jasper	Granted 20 th February 2014
Cr DG (Dianne) Kelly	Granted 20 th February 2014

Staff

Peter Naylor	Chief Executive Officer
Paul Godfrey	Deputy Chief Executive Officer
Ian Bartlett	Manager Works & Services (from 5:28pm)

Guests of Council

Members of the Public

Applications for leave of absence

Declaration of Members and Officers Financial Interests

5. Petitions, Deputations, Presentations

Deputations

Presentations

6. Announcements by President without discussion

7. Confirmation of the Minutes of Previous Meetings

7.1 Ordinary and Special Meetings of Council held on Thursday 20th February 2014 and Wednesday 5th March 2014

Location:	Cunderdin
Applicant:	Administration
Date:	10 th March 2014
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	N/A
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

Council to confirm the minutes of the Ordinary Council Meeting held on Thursday 20th February 2014 and Special Council Meeting held on Wednesday 5th March 2014.

Background

The minutes of the meetings have been circulated to all Councillors and have been made available to the public.

Comment

No business arising.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Part 5 Division 2 Subdivision 3 - Section 5.22 (2)

The minutes of a meeting of a council or a committee are to be submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Policy Implications

Nil

Financial Implications

There are no financial implications in considering this item.

Strategic Implications

Nil

Resolution 7.1

That:

- 1. The minutes of the Ordinary Council Meeting held on Thursday 20th February 2014, be confirmed as a true and correct record; and**
- 2. The minutes of the Special Council meeting held on Wednesday 5th March 2014, be confirmed as a true and correct record.**

Moved: Cr Clive Gibsone

Seconded: Cr Dennis Whisson

Vote – Simple majority

Carried: 6/0

Note to this item:

The President will sign the minute declaration.

7.2 Audit Committee Meeting held on Thursday 20th March 2014

Location:	Cunderdin
Applicant:	Chief Executive Officer
Date:	12 th March 2014
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	N/A
File Reference:	Nil
Attachment/s:	Nil – to be tabled

Proposal/Summary

Council to receive the minutes of the Audit Committee Meeting held on Thursday 20th March 2014, and consider the Committee recommendations contained therein.

Background

A copy of the Audit Committee Agenda was circulated to all Councillors and the Minutes will be tabled at the meeting.

Comment

There were three (3) items of business on the Audit Committee Agenda:

- Shire of Cunderdin Compliance Audit Return 2013
This is a statutory document that needs to be completed in the prescribed format in accordance with the provisions of the *Local Government Act 1995*. The Return has to be submitted to the Audit Committee in the first instance and then presented to and adopted by Council. The Return is to be submitted to the Department of Local Government by 31 March.
- Shire of Cunderdin Budget Review 2013-14
In accordance with the Local Government (Financial Management) Regulations 1996, clause 33A, local governments are to undertake a review of their annual budgets between 1 January and 31 March in each financial year.
The Chief Executive Officer and Deputy Chief Executive Officer in consultation with Darren Long Consulting have completed this process with the result presented to the Audit Committee for review and recommendation to Council for consideration.
- Shire of Cunderdin Loan No 76 – Cunderdin Sports Ground Redevelopment
Council when adopting the Budget for the 2013/14 Financial Year, included provision for loan funds of \$1.5m to assist with the Cunderdin Sports Ground project. Staff have progressed the loan process through the WA Treasury Corporation, full details of which were provided in the agenda for the Audit Committee Meeting.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Part 5 Division 2 Subdivision 3 - Section 5.22 (2)

The minutes of a meeting of a council or a committee are to be submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Policy Implications

Nil

Financial Implications

There are no financial implications in considering this item.

Strategic Implications

Nil

Resolution 7.2

That:

- 1. The minutes of the Audit Committee Meeting held on Thursday 20th March 2014, be received and the recommendations contained therein be endorsed.**

Moved: Cr Todd Harris

Seconded: Cr Clive Gibsone

Vote – Absolute majority

Carried: 6/0

8. Finance & Administration

8.1. Financial Report for February 2014

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	14 th March 2014
Author:	Paul Godfrey/Darren Long
Item Approved by:	Chief Executive Officer
File Reference:	Nil
Attachment/s:	71 Pages

Proposal/Summary

The financial position as at 28th February 2014 is presented for consideration.

Appendices - Financial Statements

- Statement of Financial Activity
- Councillor EOY Estimate
- Operating Statement
- Statement of Surplus or Deficit
- Statement of Financial Position
- Statement of Cash Flows
- Details by Function & Activity
- Reserves Account Summary
- Loan Repayment Schedule
- Financial Activity Statement
- Municipal Bank Account Statement & Reconciliation 036-102 00-0030
- Municipal Business Cash Reserve Statement & Reconciliation 036-107 22-3647
- Municipal Term Deposit Statement & Reconciliation 036-107 22-6418
- Municipal Term Deposit Statement & Reconciliation 036-107 22-8704
- Municipal Term Deposit Statement & Reconciliation 036-107 22-8712
- Reserves Business Cash Reserve Statement & Reconciliation 036-107 22-3639
- Reserves Term Deposit Statement & Reconciliation 036-107 23-6827
- Working Trust Account Statements & Reconciliations 036-172 12-2981
- REBA Trust Account Statements & Reconciliations 036-172 12-3001

Statutory Environment

The Local Government Act 1995 Part 6 Division 3 requires that a monthly financial report be presented to Council.

Commentary

Nil

Policy Implications

Nil

Financial Implications

All financial implications are contained within the reports

Strategic Implications

Nil

Resolution 8.1

That council receive the financial reports to 28th February 2014.

Moved: Cr Norm Jenzen

Seconded: Cr Dennis Whisson

Vote – Simple majority

Carried: 6/0

8.2 Accounts Paid – February 2014

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Paul Godfrey
Report Date:	14 th March 2014
Item Approved By:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	7 Pages

Proposal/Summary

Council is requested to confirm the payment of Accounts totalling \$526,608.85 listed in the Warrant of Payments for the period 1st February to 28th February 2014.

Attachments

Warrant of Payments for 1st February – 28th February 2014.

Statutory Environment

Financial Management Regulations 12 & 13

Commentary on Statutory Environment

In accordance with Financial Management Regulations 12 & 13, a List of all accounts paid or payable shall be presented to Council (Refer Warrant of Payments attached).

Policy Implications

Nil

Financial Implications

All financial implications are contained within the reports

Strategic Implications

Nil

Resolution 8.2

(a) That Council's payment of accounts amounting to \$ 526,608.85 for the month of February 2014 from the Municipal Fund be confirmed and noted.

(b) The Payments List as presented where incorporated in the Minutes of the Meeting.

Moved: Cr Clive Gibsone

Seconded: Cr Dennis Whisson

Vote – simple majority

Carried: 6/0

Shire of Cunderdin Paid Creditor Listing Febuary

Date	Reference	Narration	Amount
3/02/2014	Bank Fees	Commonwealth Bank of Australia	-\$ 86.54
3/02/2014	Bank Fees	Westpac Banking Corporation	-\$ 544.70
7/02/2014	EFT-1852	Cunderdin Co-op	-\$ 2,504.94
11/02/2014	EFT-1853	Robinson Build-Tech	-\$ 117,039.22
12/02/2014	Staff Pay	PE 12/2/2014	-\$ 43,615.96
13/02/2014	EFT-1854	A P Concreting Pty Ltd	-\$ 3,500.00
14/02/2014	EFT-1915	West Australian Treasury Corporation	-\$ 7,706.13
14/02/2014	EFT-1916	West Australian Treasury Corporation	-\$ 11,061.72
17/02/2014	EFT-1917	sgfleet	-\$ 2,059.73
17/02/2014	Bank Fees	Commonwealth Bank of Australia	-\$ 33.83
17/02/2014	Bank Fees	Westpac Banking Corporation	-\$ 5.00
18/02/2014	10370	Star Watch Entertainment	-\$ 245.00
19/02/2014	10371	Rylan Pty Ltd	-\$ 19,632.80
19/02/2014	10372	COVs Parts	-\$ 1,093.66
19/02/2014	10373	Josco	-\$ 642.79
19/02/2014	10374	Wayne Davies	-\$ 11,800.00
19/02/2014	10375	JASON SIGNMAKERS	-\$ 1,416.80
19/02/2014	EFT-1855	Courier Australia	-\$ 263.06
19/02/2014	EFT-1856	Cunderdin Co-Op Fuel	-\$ 8,508.90
19/02/2014	EFT-1857	Pipeline Reticulation	-\$ 34,479.50
19/02/2014	EFT-1858	Cunderdin Co-op	-\$ 1,478.86
19/02/2014	EFT-1859	Peak Transport	-\$ 206.53
19/02/2014	EFT-1860	Commarine	-\$ 1,664.65
19/02/2014	EFT-1861	Avon Precision Engine Services	-\$ 1,369.47
19/02/2014	EFT-1862	Avon Waste	-\$ 1,848.00
19/02/2014	EFT-1863	Meckering Roadhouse	-\$ 109.20
19/02/2014	EFT-1864	Freelance Handyman	-\$ 350.00

19/02/2014	EFT-1865	Eastern Hill Saws & Mowers	-\$ 287.50
19/02/2014	EFT-1866	Andy's Plumbing Service	-\$ 4,471.50
19/02/2014	EFT-1867	Immacu Sweep	-\$ 4,200.00
19/02/2014	EFT-1868	Country Ford	-\$ 433.80
19/02/2014	EFT-1869	COLAS WA PTY LTD	-\$ 11,451.00
19/02/2014	EFT-1870	Luptons Liquid Waste	-\$ 770.00
19/02/2014	EFT-1871	Dunnings Investments Pty Ltd	-\$ 8,309.03
19/02/2014	EFT-1872	C & D Planke & Son PTY LTD	-\$ 21,560.00
19/02/2014	EFT-1873	C Planke & Sons	-\$ 9,240.00
19/02/2014	EFT-1874	Shire of Tammin	-\$ 1,586.40
19/02/2014	EFT-1875	Orica Australia Pty Ltd	-\$ 160.95
19/02/2014	EFT-1876	Skipper Truck Parts	-\$ 233.07
19/02/2014	EFT-1877	Cutting Edges	-\$ 1,369.50
19/02/2014	EFT-1878	JR & A Hersey	-\$ 61.93
19/02/2014	EFT-1880	Carlville	-\$ 9,240.00
21/02/2014	10376	Macri Partners	-\$ 11,826.10
21/02/2014	10377	Synergy	-\$ 19,233.85
21/02/2014	10378	MLC Nominees Pty Ltd	-\$ 184.42
21/02/2014	10379	Craig Buegge Carpet Cleaning	-\$ 310.00
21/02/2014	10380	Telstra Corporation Limited	-\$ 1,563.81
21/02/2014	10381	Westscheme Superannuation	-\$ 259.96
21/02/2014	10382	Westnet	-\$ 9.71
21/02/2014	10383	Petty Cash	-\$ 212.85
21/02/2014	10384	Gibson, Cr Clive	-\$ 225.00
21/02/2014	10385	BT Super for Life	-\$ 264.04
21/02/2014	10386	LG System Incorporated	-\$ 13,409.00
21/02/2014	10387	Kelly, cr. Dianne	-\$ 225.00
21/02/2014	10388	Water Corporation	-\$ 14,798.16
21/02/2014	10389	Baxters Rural Centre	-\$ 226.58

21/02/2014	10390	OnePath Superannuation	-\$ 146.73
21/02/2014	10391	Telstra (Bigpond)	-\$ 50.23
21/02/2014	EFT-1881	Colonial First State	-\$ 141.09
21/02/2014	EFT-1882	Hostplus	-\$ 9.72
21/02/2014	EFT-1883	The Cunderdin Mob	-\$ 434.30
21/02/2014	EFT-1884	WA Local Government Superannuation Plan	-\$ 5,582.58
21/02/2014	EFT-1885	Courier Australia	-\$ 30.11
21/02/2014	EFT-1886	Carter, Cr Rod	-\$ 463.00
21/02/2014	EFT-1887	Bayswater Fire Protection	-\$ 2,196.70
21/02/2014	EFT-1888	Kelly, cr. Doug	-\$ 225.00
21/02/2014	EFT-1889	Cunderdin Co-op	-\$ 399.01
21/02/2014	EFT-1890	Duncan J Jack Consulting Engineers	-\$ 1,870.00
21/02/2014	EFT-1891	Australia Post	-\$ 379.42
21/02/2014	EFT-1892	Leeson Haulage	-\$ 5,423.88
21/02/2014	EFT-1893	Boral Construction Materials Group	-\$ 12,384.50
21/02/2014	EFT-1894	Adage Furniture T/A Kruze Design Group Pty Ltd	-\$ 5,263.50
21/02/2014	EFT-1895	LGnet	-\$ 132.00
21/02/2014	EFT-1896	Whisson, Cr Dennis	-\$ 225.00
21/02/2014	EFT-1897	OCLC (UK) Ltd	-\$ 1,231.71
21/02/2014	EFT-1898	Argent Electrical	-\$ 2,317.59
21/02/2014	EFT-1899	Meckering Roadhouse	-\$ 1,650.00
21/02/2014	EFT-1900	Jasper, Ms. Terri Anne	-\$ 225.00
21/02/2014	EFT-1901	Contract Aquatic Services	-\$ 13,200.00
21/02/2014	EFT-1902	Frear, Dianne	-\$ 55.68
21/02/2014	EFT-1903	Country Ford	-\$ 248.05
21/02/2014	EFT-1904	Startrack Express	-\$ 115.77
21/02/2014	EFT-1905	Avdata Australia	-\$ 1,557.06
21/02/2014	EFT-1906	Elders Limited	-\$ 108.90
21/02/2014	EFT-1907	AMPAC Debt Recovery (WA) Pty Ltd	-\$ 70.00

21/02/2014	EFT-1908	Orica Australia Pty Ltd	-\$ 852.37
21/02/2014	EFT-1909	Skipper Truck Parts	-\$ 31.31
21/02/2014	EFT-1910	Jenzen, Norm	-\$ 225.00
21/02/2014	EFT-1911	JR & A Hersey	-\$ 355.74
21/02/2014	EFT-1912	Eastway Food Supplies	-\$ 1,020.69
21/02/2014	EFT-1913	CDA Air Conditioning & Refrigeration	-\$ 226.50
24/02/2014	EFT-1914	Australian Taxation Office (Bas)	-\$ 15,677.00
26/02/2014	Staff Pay	PE 26/2/2014 - Admin	-\$ 13,291.06
26/02/2014	Staff Pay	PE 26/2/2014 - Works	-\$ 29,402.50
		Total Amount:	- \$526,608.85

	-\$
CHEQUE	97,776.49
	-\$
EFT	428,832.36
	-\$
TOTAL	526,608.85

8.3 Council Investments – At 28th February 2014

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Paul Godfrey
Report Date:	14 th March 2014
Item Approved By:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

To inform Council of its investments as at 28th February 2014.

Background

The authority to invest money held in any Council Fund is delegated to the Chief Executive Officer. Council Funds may be invested in one or more of the following:

- Fixed Deposits
- Commercial Bills
- Government bonds
- Other Short-term Authorised Investments

Council funds are to be invested with the following financial institutions.

- Major Banks & Bonds Issued by Government and/ or Government Authorities.

Commentary

COUNCIL INVESTMENTS				
Institution	Amount Invested	Investment type	Municipal Funds	Reserve Funds
Westpac Banking Corporation	\$96.43	Business Cash Reserve Bonus 22-3639 2.40%	\$0.00	\$96.43
Westpac Banking Corporation	\$1,157,661.37	Reserves Term Deposit 23-6827 3.25%	\$0.00	\$1,157,661.37
Westpac Banking Corporation	\$1,062,097.24	Business Cash Reserve Bonus 22-3647 2.4%	\$1,062,097.24	\$0.00
Westpac Banking Corporation	\$0.00	Muni Term Deposit 22-8712 3.2%	\$0.00	\$0.00
TOTAL INVESTMENTS	\$2,219,855.04		\$1,062,097.24	\$1,157,757.80

Statutory Implications

Financial Management Regulation 19.

Policy Implications

Delegation #18 – Investments.

Financial Implications

There are no financial implications in considering this item.

Strategic Implications

There are no strategic implications in considering this item.

Resolution 8.3

That the report on Council investments as at 28th February 2014 be received and noted.

Moved: Cr Doug Kelly

Seconded: Cr Todd Harris

Vote – Simple Majority

Carried: 6/0

8.4 Shire of Cunderdin Common Seal

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	10 th March 2014
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

Seeking Council endorsement for the affixing of the Shire of Cunderdin Common Seal on various documents in accordance with Council Policy #12 adopted 19th April 2007.

Background

Shire of Cunderdin Policy #12 authorises the Chief Executive Officer to affix the common seal to documents to be executed by the Shire where such documents are consistent and in accord with Council resolution.

Council is then to be notified of executed documents via a report to be submitted to a Council meeting.

Comment

During the previous month the Shire President and / or Chief Executive Officer witnessed the affixing of the Shire of Cunderdin Common Seal to the following document(s):

1. 10th March 2014 – Building Grant Agreement – Shire of Cunderdin and LotteryWest.

Consultation

Nil

Statutory Implications

Local Government Act 1995.

9.49A. Execution of documents

- (1) *A document is duly executed by a local government if –*
 - (a) *the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or*
 - (b) *it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.*
- (2) *The common seal of a local government is not to be affixed to any document except as authorised by the local government.*
- (3) *The common seal of the local government is to be affixed to a document in the presence of –*
 - (a) *the mayor or president; and*
 - (b) *the chief executive officer or a senior employee authorised by the chief executive officer, each of whom is to sign the document to attest that the common seal was so affixed.*

- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

Policy Implications

Finance Policy #12.

Financial Implications

Nil

Strategic Implications

Cunderdin Community Strategic Plan

The Cunderdin Community Strategic Plan aims to manage growth sustainably through governance, leadership, and targeted service and economic growth. The goals to achieve the aim are:

Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

Resolution 8.4

That Council endorses the affixing of the Shire of Cunderdin Common Seal to the following document(s):

- 1. 10th March 2014 – Building Grant Agreement – Shire of Cunderdin and LotteryWest.**

Moved: Cr Dennis Whisson

Seconded: Cr Clive Gibsone

Vote – Simple majority

Carried: 6/0

8.5 Annual General Meeting of Electors

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	10 th March 2014
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	16 Pages (2 attachments)

Proposal/Summary

To receive the Minutes of the Annual General Meeting of Electors and the Minutes from the Meckering Public Meeting held on Wednesday 5th February 2014.

Background

Council conducted an Annual General Meeting of Electors as required pursuant to the Local Government Act 1995 (s5.27), and undertaken a public meeting in Meckering along similar lines as the Annual General Meeting of Electors.

Comment

The purpose of the Electors Meeting is to adopt the Minutes from the previous Financial Years Electors Meeting, and receive the 2012/2013 Annual Report, incorporating the Shire Presidents Report, Chief Executive Officers Report, Independent Auditors Report, and the Annual Financial Report.

The meeting also provides the opportunity for the electors to raise questions with Councillors and Staff pertaining to other Shire matters.

Matters raised at the Annual General Meeting of Electors in Cunderdin:

- Financial Statement on page 3 of the financial report which shows actual Employee Costs at \$3,254,882 as opposed to budget expenditure of \$1,721,952.
- Income section of the Financial Statement on page 3 of the financial report showing actual income from Fees and Charges as \$2,702,577 as opposed to budgeted income of \$342,791.
- Payments made by the Shire to private Consultant Dominic Carbone & Associates during the 2012/13 financial year and this financial year to date.
- Enquiry as to the progress of the Shire upgrading the Community Bus.
- Comment on the proposed closure of the Tier 3 Rail Lines and the York to Quairading line in particular. The carting of grain from Quairading to Cunderdin past the School and the Hospital, and creating additional congestion at the Cubbine Street / Great East Eastern Highway intersection will not be acceptable in the long term. Council needs to work with CBH and Main Roads to look for long term solution.
- Enquiry as to the progress of the Cunderdin Town Entry Signage. It was further commented on the amount of work done by the local committee and is keen to see the project finalized.
- Thank you to Council and staff for assistance in preparing the Golf Club grant application for upgrading of the Tee Boxes at the golf club, which was successful.

- Comment on the Main Street upgrade and works completed however believes that Council needs to consider installation of a Give Way sign on the slip lane at the western entrance and also a speed restriction through the car park area.
- Comment on three areas of maintenance in which it is considered the Shire needs to focus. These being maintenance grading, verge spraying and delimiting of overhanging trees. It was further commented that perhaps the local property owners could assist with some of the works in particular relating to verge spraying and delimiting.
- Enquiry as to the status of the Wheatbelt Development Commissions Aged Care Report for the Wheatbelt.
- Appreciation to Council, on behalf of the community, for the work over the last 12 months.

Matters raised at the Public Meeting in Meckering:

- Enquiry as to the proposed sale of Bulgin Farm in relation to the time line and process to be used.
- Further information sought in relation to the Primary Health Care Demonstration Site project.
- Comment on Loton Road being overgrown with vegetation and in need of attention.
- Comment that the Meckering Sporting Club is looking at replacing the playground equipment at the Club and enquired if the purchase of new equipment could be done in conjunction with the purchase of playground equipment for the new Cunderdin Sports Ground project which may assist in obtaining a better purchasing price.
- Enquiry as to whether the proposed co-location for hockey field at the Meckering Primary School is still a possibility.
- Enquiry as to whether the recent recommendation from the Local Government Advisory Board and subsequent decision by the Minister means that the SEARTG Amalgamation proposal will definitely not proceed.

No decisions were made at the electors meeting but questions and concerns were raised in relation to the abovementioned matters. The issues raised have and will continue to be addressed by Council through the taking of actions and determining whether some of the requests will need to be included in its forward planning to be funded in future budgets based on priorities set by Council.

Consultation

Nil

Statutory Implications

Local Government Act 1995

5.32. Minutes of electors' meetings

The CEO is to —

- (a) cause minutes of the proceedings at an electors' meeting to be kept and preserved; and*
- (b) ensure that copies of the minutes are made available for inspection by members of the public before the council meeting at which decisions made at the electors' meeting are first considered.*

5.33. Decisions made at electors' meetings

- (1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*
 - (a) at the first ordinary council meeting after that meeting; or*

- (b) at a special meeting called for that purpose, whichever happens first.
- (2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Resolution 8.5

That Council:

- 1. Receives the Minutes of the Annual General Electors Meeting held in Cunderdin on Wednesday 5th February 2014, and the Public Meeting held in Meckering on Wednesday 5th February 2014.**
- 2. Notes the concerns and issues raised at the abovementioned meetings (2) and will endeavour to include in future financial planning and undertake appropriate actions where resources and priorities allow.**

Moved: Cr Doug Kelly

Seconded: Cr Norm Jenzen

Vote – Simple majority

Carried: 6/0

8.6 Change of Meeting Date – April 2014 Ordinary Council Meeting

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	11 th March 2014
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

For Council to consider changing the date of the April 2014 Ordinary Council Meeting.

This report recommends the meeting be changed to Wednesday 16th April 2014, commencing at 5:00pm.

Background

The April Meeting is scheduled to be held on Thursday 17th April 2014, commencing at 5:00pm.

The following day, Friday 18th April 2014, is Good Friday and the commencement of the Easter Holiday period.

Comment

Changing the Council meeting will enable staff to carry out urgent matters from the Council meeting prior to the Easter Holiday period.

Consultation

Nil

Statutory Implications

Local Government (Administration) Regulations 1996

12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) *At least once each year a local government is to give local public notice of the dates on which and the time and place at which —*
 - (a) *the ordinary council meetings; and*
 - (b) *the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.*
- (2) *A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).*
- (3) *Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.*
- (4) *If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), then the*

local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Works Manager Ian Bartlett entered the meeting at 5.28pm

Resolution 8.6

That Council:

- 1) Changes the date of the April 2014 Ordinary Council Meeting from Thursday 17th April 2014 to Wednesday 16th April 2014, commencing at 5:00pm.**
- 2) Provides public notice of the change of meeting date in accordance with statutory requirements.**

Moved: Cr Todd Harris

Seconded: Cr Clive Gibsone

Vote – Simple majority

Carried: 6/0

8.7 Department of Sport and Recreation Community Sporting and Recreation Facilities Fund Small Grants Program

Location:	Cunderdin Sports Ground
Applicant/s:	Chief Executive Officer
Date:	18 th March 2014
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Ref:	Nil
Attachment/s:	18 Pages (7 attachments)

Proposal/Summary

For Council consideration to supporting a funding application to the Department of Sport and Recreation Community Sporting and Recreation Facilities Fund Small Grants Program for realignment and upgrading of the Hockey Field at the Cunderdin Sports Ground.

This Report recommends that the Grant Application be supported.

Background

Realignment of the Hockey Field was originally planned to take place as part of the sports grounds project following the realignment of the football oval.

The current east - west alignment of the hockey field is not suitable for winter sports due to low setting of sun in winter months having a negative impact in the westerly direction. In addition to this the existing grass surface is not ideal for hockey and this has resulted in loss of finals games and in deed a grand final in recent history.

With the satisfactory placement of the new amenities facility central to the football oval it is now not necessary to realign the oval. The result of this is that the previous proposal to realign the hockey field in a North-North East (NNE) – South-South West (SSW) direction on the north side of the oval is not achievable due to room constraints between the oval and Olympic Avenue.

In view of this a proposal was presented to the hockey club to relocate the hockey field to eastern side of football oval on a NNE – SSW alignment.

The club concurred with the proposal and this was therefore costed out and discussed with Department of Sport and Recreation Regional Manager, Jenifer Collins.

Comment

The proposed placement for a new hockey field provides for reticulation to be installed connecting to current oval reticulation pump site, installation of light on the rear side of existing light pole to light one end of the new field, sufficient space to be allowed between the football oval boundary and hockey field for future provision of storeroom and under cover viewing area, sufficient room for vehicle access between the east side of the football oval and west of hockey field for parking around either of the fields.

Total cost of project is estimated at \$97,311 (GST excl). This includes Shire works (earthworks and ground preparation), reticulation, grass surface and electrical works.

This project can legitimately be considered as stage 2 to the sports ground redevelopment given it was proposed to take place as part of the original planning, and will provide the hockey club with an improved facility which is more suitable to the sport.

Consultation

Cunderdin Hockey Club.

Department of Sport & Recreation Regional Manager (Jenifer Collins).

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Council consideration during 2014/15 Budget deliberations.

Strategic Implications

Cunderdin Community Strategic Plan

The Cunderdin Community Strategic Plan aims to manage growth sustainably through governance, leadership, and targeted service and economic growth. The goals to achieve the aim are:

Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

Recommendation 8.7

That Council:

1. Endorses the Grant Application for the upgrade of the Cunderdin Hockey Field as stage 2 of the Cunderdin Sports Ground Redevelopment Project.
2. Submits the Grant Application to the Department of Sport and Recreation Community Sporting and Recreation Facilities Fund Small Grants Program for consideration.

Moved: Cr

Seconded: Cr

Vote: Simple majority

Carried/Lost: __/__

Resolution 8.7

That, due to financial constraints with the current Cunderdin Sports Ground Redevelopment project, the funding application for the upgrade of the Cunderdin Hockey Field not be submitted in the current Department of Sport and Recreation Community Sport and Recreation Facilities Fund Small Grants Program funding round.

Moved: Cr Doug Kelly

Seconded: Cr Clive Gibsone

Vote: Simple majority

Carried: 6/0

9. Environmental Health & Building Services

Nil

10. Works & Services

10.1 Works & Services Report

Location:	Cunderdin
Applicant:	Manager Works & Services
Date:	12 th March 2014
Author:	Ian Bartlett
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

Council is to receive the Works and Services Report.

Construction

- Cunderdin-Wyalkatchem and Meckering-Dowerin Roads now 97% complete.
- Continuing pavement repair works on Meckering-Goomalling Road.
- Cunderdin District High School Car Park (including bus lane and “kiss n drop” areas) and Cubbine Street works completed.
- Commenced verge clearing on Quellington Road.

General

Routine maintenance works being carried out throughout the Shire and on a as needs basis.

- Maintenance grading on School Bus routes; Woonwooring, Coaling and part of Rabbit Proof Fence North Roads.
- Resheeted 400m on Fiegert Road.
- Pushed up gravel on Southern Brook and Moore Roads.
- Attended to rate payer request on Tomalocking and Gimbel Roads (overhanging branches).

Parks and Gardens Cunderdin & Meckering

- General mowing, whipper snipping and clean-up of all parks, gardens and public open space.

Building and other Maintenance

- General upkeep and odd jobs carried out.
- Repaired rear gate to swimming pool.

Airfield Maintenance

- Routine inspections carried out, no other problems to report.
- Completed upgrade of “Water Bomber” shed at airfield.
- Completed laying of hotmix work on taxi way and refill area for water bombers (1,000m² approx.).
- No damage to lights during February.

Plant Maintenance

- Carried out general servicing and minor repairs to all plant and equipment.
- No major breakdowns to report.

Waste Services

- General upkeep of the Cunderdin and Meckering Transfer Stations, everything running okay.
- Waste Transfer Station employee(s) also assist with general maintenance to Meckering Golf, Bowls & Tennis Clubs.
- Waste oil container at Cunderdin Transfer Station moved into bunded area.

Other Matters

- Traffic counts on all roads within the Shire is continuing; the following roads have recently been completed.

Road	Date Range	Average Vehicles Per Day
Coleman	5/2/2014-13/2/2014	5.60
Mussared		10v during count period
Doherty		2.30
Doodenanning		31.75
Wilson	29/1/2014-5/2/2014	8v during count period
Ygnattering		3.25
Dennis		9v during count period
Kitto		2.50
Mills south	13/2/2014-20/2/2014	7.00
Thompson		8.80
Stubbs		4.20
Antonio	20/2/2014-27/2/2014	12.10
Southern Brook		14.85
Beebering		9.10
Stewart		5.00

Statutory Implications

Local Government Act 1995

Financial Implications

Nil

Strategic Implications

Nil

Resolution 10.1

That Council:

- 1. Receives the Works and Services Report.**

Moved: Cr Doug Kelly

Seconded: Cr Norm Jenzen

Vote – Simple majority

Carried: 6/0

11 Planning & Development

11.1 Local Government Declaration on Climate Change

Location:	Shire of Cunderdin
Applicant:	WA Local Government Association
Date:	11 th March 2014
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	5 Pages (2 attachments)

Proposal/Summary

The WA Local Government Association requests all local governments to become a signatory to a Local Government Declaration on Climate Change to provide a uniform position.

This report recommends that the Shire of Cunderdin consider adopting a Standardised Climate Change Declaration for the South East Avon Regional Transition Group Member Councils.

Background

This matter was originally presented to the Ordinary Meeting of Council held on Thursday 17th October 2013 for consideration. At the meeting Council resolved:

That whilst Council generally supports and recognises the need for action on climate change, does not support the draft document as presented and suggests there needs to be more discussion on the content and possible associated consequences of endorsing such an in depth position.

Following the aforementioned resolution, the Regional Environment Officer assessed the original draft declaration and gained feedback from the Member Councils resulting in the modified document which is presented for Council consideration.

The Shires of Beverley and Brookton have indicated that they do not wish to participate with the "Uniform Wording" and / or have chosen not to participate at all.

Comment

It has been suggested that Climate change has and will continue to have economic impacts on rural production and some adaptations may need to be made to business operations to counteract these impacts.

The community in general has a high awareness of environmental impacts and leadership by Council in entering into an industry wide declaration is likely to be appreciated.

The declaration is primarily about awareness and a general commitment to reduce the impacts of climate change and there are likely to be no measurable outcomes for sometime.

The Declaration on Climate Change is seen as a leadership and direction setting mechanism to reduce environmental impacts into the future.

Consultation

Shires of Cunderdin, Quairading, Tammin & York.
Regional Environmental Officers.
WA Local Government Association.

Statutory Implications

Nil, Voluntary Declaration.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Cunderdin Community Strategic Plan

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Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

The proposed amendment is considered consistent with the goals of the Plan.

Recommendation 11.1

That Council endorse the WA Local Government Declaration on Climate Change as presented in the Appendix and authorise the Chief Executive Officer to sign the document.

Moved: Cr

Seconded: Cr

Vote: Simple majority

Carried/Lost: __/__

Resolution 11.1

That Council does not endorse the WA Local Government Declaration on Climate Change.

Note: Council believes matters such as climate change are the responsibility of the Federal and State Governments and that local government has no role in this area, any commitment for action on climate change is outside of the scope and capacity of local governments.

Moved: Cr Dennis Whisson

Seconded: Cr Todd Harris

Vote: Simple majority

Carried: 6/0

11.2 Wheatbelt Development Commission – Aged Care Solution Working Group

Location:	Cunderdin
Applicant:	Chief Executive Officer
Date:	13 th March 2014
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	31382
Attachment/s:	1 Page

Proposal/Summary

For Council to consider appointing a representative to a Wheatbelt Development Commission Working Group being formed to progress the future development of an Aged Care Solution in Cunderdin.

Background

The Wheatbelt Development Commission (WDC) previously commissioned private sector consultants Verso to prepare an Aged Care Solution Report on the future needs / provisions for aged care within the Wheatbelt.

The Report was recently released and presented to the Ordinary Council Meeting held on 20th February 2014 for consideration. At the meeting Council resolved:

That Council:

- 1. Endorses the five steps for adoption and implementation of the Wheatbelt Aged Support and Care Solution/s Report.*
- 2. Adopts the Wheatbelt Aged Support and Care Solution/s Report.*
- 3. Strongly urges the Wheatbelt Development Commission to continue working with State and Federal Government agencies to ensure an Aged Care model is to be developed in Cunderdin in conjunction with the Primary Health Care Demonstration Site.*

Future provision of Aged Care in conjunction with the Primary Health Care Demonstration Site (PHCDS) Pilot Project is major concern for Council and the local communities and the main reason Council was so adamant for preparation of agreed Memorandum of Understanding and PHCDS Project User Group Terms of Reference prior to progressing with the PHCDS.

Comment

Wendy Newman in her capacity as Chief Executive Officer of the WDC is a strong advocate for the development of aged care solutions models in Cunderdin (and Pingelly) in conjunction with the 2 PHCDS's and this proposal is a major step forward as part of this process.

Councillors Rod Carter and Di Kelly are Council's appointed representatives for the Cunderdin Primary Health Care Demonstration Site Project User Group.

To enable continuity between the PHCDS PUG and the WDC Working Group it seems appropriate to appoint Cr's Carter and Kelly as Council's representatives to the Working Group

Consultation

Wheatbelt Development Commission.

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Cunderdin Community Strategic Plan

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Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

This proposal is consistent with the aims and goals of the Community Plan and will support the population base.

Resolution 11.2

That Council:

- 1. Appoints Cr Rod Carter as its representative to the Wheatbelt Development Commission Aged Care Solutions Working Group.**
- 2. Appoints Cr Di Kelly as its Proxy Representative to the Wheatbelt Development Commission Aged Care Solutions Working Group.**

Moved: Cr Clive Gibsone

Seconded: Cr Norm Jenzen

Vote – Simple majority

Carried: 6/0

12. Urgent Items

12.1 Shire of Merredin – Central Wheatbelt Visitor Centre

Correspondence from the Shire of Merredin inviting the Shire of Cunderdin to subscribe to a new Memorandum of Understanding to the Central Wheatbelt Visitor Centre in Merredin.

The Shire of Merredin is endeavouring to broaden the scope and membership of the Visitor Centre with a view to establishing a more regional approach to tourism and visitor servicing.

The cost for Council to subscribe to the Central Wheatbelt Visitor Centre is \$3,000.

Resolution 12.1

That Council gives further consideration to subscribing to the Shire of Merredin Central Wheatbelt Visitor Centre during 2014/15 Budget deliberations.

Note: The Chief Executive Officer to ascertain further information in regards to the Central Wheatbelt operations and functions.

Moved: Cr Dennis Whisson

Seconded: Cr Norm Jenzen

Vote – Simple majority

Carried: 6/0

13. Matters for which the meeting may be closed

14. Closure of meeting

There being no further business the Shire President will declare the meeting closed at 6.15pm