



## **Shire of Cunderdin**

### **UNCONFIRMED Minutes of an Ordinary Council Meeting**

Dear Council Member,

The Ordinary Meeting of the Cunderdin Shire Council was held on **Thursday 15<sup>th</sup> November 2012** in the Council Chambers, Lundy Avenue Cunderdin commencing at 5:00 pm.

Peter Naylor  
**Chief Executive Officer**

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## MINUTES

### 1. Declaration of opening

**The President declared the meeting open at 5:00pm**

**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

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Not applicable
<b>Date:</b>	6 <sup>th</sup> November 2012
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer

#### **Resolution 2.0:**

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

**Moved: Cr Clive Gibsone**

**Seconded: Cr Graham Cooper**

**Vote – Simple majority**

**Carried 7/0**

### 3. Public Question Time

**Response to previous public questions taken on notice**

**Declaration of public question time opened at 5:02pm**

**Declaration of public question time closed at 5:02pm**

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

##### Record of attendances

###### Councillors

Cr RL (Rod) Carter	Shire President
Cr RC (Clive) Gibsone	Deputy Shire President
Cr GJ (Graham) Cooper	
Cr TE (Todd) Harris	
Cr DG (Dianne) Kelly	
Cr DB (Doug) Kelly	
Cr DA (Dennis) Whisson	

##### Apologies

##### On Leave of Absence

##### Staff

Peter Naylor	Chief Executive Officer
Loren Clifford	Manager of Finance & Administration

##### Guests of Council

##### Members of the Public

##### Applications for leave of absence

###### Resolution 4.0

That Councillor Graham Cooper be granted Leave of Absence for the Ordinary Meeting of Council scheduled to be held on Thursday 13 December 2012.

Moved: Cr Doug Kelly                      Seconded: Cr Dennis Whisson

Vote – Simple majority                      Carried: 6/0

##### Declaration of Members and Officers Financial Interests

Item 8.6                      Cr Doug Kelly

#### 5. Petitions, Deputations, Presentations

##### Deputations

##### Presentations

#### 6. Announcements by President without discussion

## 7. Confirmation of the Minutes of Previous Meetings

### 7.1 Ordinary Meeting of Council held on Thursday 25 October 2012

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Administration
<b>Date:</b>	6 November 2012
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	N/A
<b>File Reference:</b>	

#### Proposal/Summary

Council to confirm the minutes of the Ordinary Council meeting held on 25 October 2012.

#### Background

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

#### Comment

No business arising.

#### 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.

#### Financial Implications

There are no financial implications in considering this item.

#### Resolution 7.1

**That the minutes of the Ordinary Council meeting held on 25 October 2012, be confirmed as a true and correct record.**

**Moved: Cr Graham Cooper**

**Seconded: Cr Clive Gibsone**

**Vote – Simple majority**

**Carried: 7/0**

#### Note to this item:

The President signed the minute declaration.

## 7.2 Cunderdin and Meckering Bush Fire Brigades Annual General Meetings

<b>Location:</b>	Cunderdin & Meckering Bush Fire Brigades
<b>Applicant:</b>	Chief Executive Officer
<b>Date:</b>	7 November 2012
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	N/A
<b>File Reference:</b>	
<b>Attachment/s:</b>	3 Page/s

### **Proposal/Summary**

For Council to receive the minutes of the Bush Fire Brigades Annual General Meetings and endorse the appointment of Office Bearers and Fire Control Officers for 2012/2013.

### **Background**

The Shire of Cunderdin has three formal Bush Fire Brigades, being Cunderdin, Meckering and Ygnattering.

The Cunderdin and Meckering Brigades held their Annual General Meetings in early October 2012.

The Ygnattering Brigade is yet to hold their AGM.

### **Comment**

Bush Fire Brigades are formed by Local Governments in accordance with the provisions of the *Bush Fires Act 1954* (S41), and the appointment of Fire Control Officers is covered under the same legislation (S38).

It is a requirement that the appointment of Bush Fire Control Officers is published at least once in a newspaper circulating in its district.

### **Consultation**

Nil

### **Statutory Environment**

*Bush Fires Act 1954* – Division 1 – section 38 Local Governments may appoint bush fire control officer

*Bush Fires Act 1954* – Division 2 – section 41 Bush Fire Brigades

### **Financial Implications**

Nil

### **Strategic Implications**

Nil

**Resolution 7.2**

**That Council:**

- 1. Receives the minutes of the Cunderdin and Meckering Bush Fire Brigades Annual General Meetings held on 3 October 2012 and 4 October 2012, respectively .**
- 2. Endorses the appointment of Office Bearers and Fire Control Officers as recorded within the minutes of each meeting.**

**Moved: Cr Doug Kelly**

**Seconded: Cr Dennis Whisson**

**Vote – Simple majority**

**Carried: 7/0**



## 8. Finance & Administration

### 8.1. Financial Report for October 2012

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Manager of Finance & Administration
<b>Date:</b>	7 <sup>th</sup> November 2012
<b>Author:</b>	Loren Clifford/Darren Long
<b>Item Approved by:</b>	Chief Executive Officer
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	

#### Proposal/Summary

The financial position as at 31<sup>st</sup> October 2012 is presented for consideration.

#### Appendices – 31<sup>st</sup> October 2012 - 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 projected to 31<sup>st</sup> July 2012
- 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 22-6303
- Municipal Term Deposit Statement & Reconciliation 036-107 22-6418
- Reserves Business Cash Reserve Statement & Reconciliation 036-107 22-3639
- Reserves Term Deposit Statement & Reconciliation 036-107 22-6311
- Licensing Trust Account Statements & Reconciliations 036-102 00-0049
- 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 report to 31<sup>st</sup> October 2012.**

**Moved: Cr Dennis Whisson**

**Seconded: Cr Clive Gibsone**

**Vote – Simple majority**

**Carried: 7/0**

## 8.2 Accounts Paid – October 2012

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Manager of Finance & Administration
<b>Author:</b>	Loren Clifford
<b>Report Date:</b>	7 <sup>th</sup> November 2012
<b>Item Approved By:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Nil

### **Proposal/Summary**

Council is requested to confirm the payment of Accounts totalling \$ 1,471,388.65 listed in the Warrant of Payments for the period 1<sup>st</sup> October 2012 – 31<sup>st</sup> October 2012.

### **Attachments**

Warrant of Payments for 1<sup>st</sup> October 2012 – 31<sup>st</sup> October 2012.

### **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

The accounts paid and payable are summarised as follows for 1<sup>st</sup> October 2012 – 31<sup>st</sup> October 2012.

1.0 Accounts Already Paid

1.1 Municipal Fund –

CHEQUE NUMBERS	AMOUNT
009846 – 009871	\$ 338,659.39
Funds Transfers	\$ 202,300.00
Electronic Payments – Various	\$ 930,429.26

1.2 Other Funds – Recoup of Municipal Fund Expenditure and Term Investment	
Nil.	

CHEQUE NUMBERS	AMOUNT \$
2.0 Accounts to be passed for payment	
2.1 Municipal Fund -	
Nil	
<b>TOTAL MUNICIPAL FUNDS</b>	<b>\$ 1,471,388.65</b>

3. Trust Fund – Accounts Already Paid

DATE	CHEQUE NUMBER	DETAILS	AMOUNT \$
Nil			0.00

**Resolution 8.2**

**(a) That Council's payment of accounts amounting to \$ 1,471,388.65 for the period of 1<sup>st</sup> October 2012 – 31<sup>st</sup> October 2012 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: Todd Harris**

**Vote – Simple majority**

**Carried: 7/0**

<b>Payments List -October 2012</b>			
<b>Date</b>	<b>Reference</b>	<b>Creditor</b>	<b>Amount</b>
1/10/2012	Bank Fees	Westpac Banking Corporation	\$ 108.00
1/10/2012	Bank Fees	Westpac Banking Corporation	\$ 106.98
1/10/2012	Bank Fees	Westpac Banking Corporation	\$ 14.20
1/10/2012	Bank Fees	Westpac Banking Corporation	\$ 13.00
1/10/2012	Bank Fees	Westpac Banking Corporation	\$ 13.00
2/10/2012	Bank Fees	Westpac Banking Corporation	\$ 833.77
2/10/2012	Bank Fees	Westpac Banking Corporation	\$ 408.02
2/10/2012	Bank Fees	Westpac Banking Corporation	\$ 237.85
2/10/2012	Bank Fees	Westpac Banking Corporation	\$ 22.00
2/10/2012	Bank Fees	Westpac Banking Corporation	\$ 16.25
2/10/2012	Bank Fees	Westpac Banking Corporation	\$ 5.50
2/10/2012	Credit Card	Westpac Banking Corporation	\$ 261.13
5/10/2012	EFT-796	Mack Cheno Earthmoving	\$ 52,998.00
5/10/2012	EFT-797	Bruce Rock Roadhouse and Motel	\$ 9,933.85
10/10/2012	Staff Pays	Staff Salaries and Wages	\$ 39,292.06
12/10/2012	EFT-798	Mack Cheno Earthmoving	\$ 55,860.75
15/10/2012	Bank Fees	Westpac Banking Corporation	\$ 32.86
15/10/2012	EFT-799	SG Fleet	\$ 1,834.23
16/10/2012	EFT-800	Museums Australia Inc (WA)	\$ 225.50
18/10/2012	9846	Country Ford	\$ 25,775.00
22/10/2012	9847	State Library of WA	\$ 77.00
22/10/2012	9848	Synergy	\$ 7,745.05
22/10/2012	9849	Cunderdin Panel beaters	\$ 1,375.00
22/10/2012	9850	Gray, Dr. Ken	\$ 110.00
22/10/2012	9851	Corrigin Hotel	\$ 4,510.00
22/10/2012	9852	MLC Nominees Pty Ltd	\$ 561.01
22/10/2012	9853	Pitstop Diner	\$ 283.50
22/10/2012	9854	Telstra Corporation Limited	\$ 1,587.08
22/10/2012	9855	Grey Home Farming Co	\$ 333.00
22/10/2012	9856	Goodfield Quality Meats	\$ 95.00
22/10/2012	9857	Suncorp WealthSmart	\$ 489.81
22/10/2012	9858	Westscheme Superannuation	\$ 320.38
22/10/2012	9859	Westnet	\$ 119.00
22/10/2012	9860	Australian Communications and Media Authority	\$ 40.00
22/10/2012	9861	BT Super for Life	\$ 50.04
22/10/2012	9862	Country Ford	\$ 13.75
22/10/2012	9863	Child Care Super	\$ 100.44
22/10/2012	9864	Roads 2000	\$ 138,234.03
22/10/2012	9865	Clovelly Nominees Pty Ltd	\$ 262.50
22/10/2012	9866	Cunderdin Newsagency	\$ 1,565.90
22/10/2012	9867	Shackleton Districts Club Inc.	\$ 300.00
22/10/2012	9868	Baxters Rural Centre	\$ 136.57
22/10/2012	9869	One Path Superannuation	\$ 159.03
22/10/2012	9870	Combined Tyrepower	\$ 1,896.30

<b>Payments List -October 2012</b>			
<b>Date</b>	<b>Reference</b>	<b>Creditor</b>	<b>Amount</b>
22/10/2012	9871	Australian Taxation Office (BAS)	\$ 152,520.00
22/10/2012	EFT-801	Jasol Australia	\$ 145.01
22/10/2012	EFT-802	Bibby Financial Services Australia Pty Ltd	\$ 1,925.00
22/10/2012	EFT-803	Hostplus	\$ 156.94
22/10/2012	EFT-804	The Cunderdin Mob	\$ 868.90
22/10/2012	EFT-805	WA Local Government Superannuation Plan	\$ 13,489.16
22/10/2012	EFT-806	Courier Australia	\$ 19.31
22/10/2012	EFT-807	Air Liquid Pty Ltd	\$ 128.73
22/10/2012	EFT-808	Cunderdin Co-Op Fuel	\$ 69.75
22/10/2012	EFT-809	Horsfield, Garry	\$ 450.00
22/10/2012	EFT-810	Mick Walker Transport	\$ 15,283.40
22/10/2012	EFT-811	Western Stabilisers Pty Ltd	\$ 117,038.68
22/10/2012	EFT-812	Cunderdin Co-op	\$ 3,075.84
22/10/2012	EFT-813	Australia Post	\$ 259.26
22/10/2012	EFT-814	Quairading Hotel	\$ 3,025.00
22/10/2012	EFT-815	Irvine Transport	\$ 90,478.01
22/10/2012	EFT-816	Chesterfield Nominees Pty Ltd	\$ 2,328.00
22/10/2012	EFT-817	Advanced Autologic Pty Ltd	\$ 1,747.00
22/10/2012	EFT-818	Austral Mercantile Collections Pty Ltd	\$ 1,962.74
22/10/2012	EFT-819	Shire of York	\$ 1,317.36
22/10/2012	EFT-820	Onsite Rental Group Operations Pty Ltd	\$ 6,160.00
22/10/2012	EFT-821	Hutton & Northey Sales	\$ 4,378.31
22/10/2012	EFT-822	Thompson Signs	\$ 484.00
22/10/2012	EFT-823	Contract Aquatic Services	\$ 5,533.00
22/10/2012	EFT-824	RBE Internet Services	\$ 20.00
22/10/2012	EFT-825	Donovans Engineering	\$ 1,386.00
22/10/2012	EFT-826	Fire & Emergency Services Authority	\$ 777.40
22/10/2012	EFT-827	Frear, Dianne	\$ 93.92
22/10/2012	EFT-828	Farmways Cunderdin	\$ 522.50
22/10/2012	EFT-829	Rural Traffic Services	\$ 78,761.38
22/10/2012	EFT-830	Startrack Express	\$ 567.80
22/10/2012	EFT-831	Kings Services	\$ 150.00
22/10/2012	EFT-832	Specialised Tree Service	\$ 3,360.00
22/10/2012	EFT-833	Avdata Australia	\$ 714.12
22/10/2012	EFT-834	Kleenheat Gas	\$ 56.00
22/10/2012	EFT-835	Bitutek Pty Ltd	\$ 267,780.55
22/10/2012	EFT-836	Tom Fullerton Trucking	\$ 80,553.00
22/10/2012	EFT-837	Cunderdin Co-op Museum	\$ 31.59
22/10/2012	EFT-838	Bruce Rock Roadhouse and Motel	\$ 1,694.00
22/10/2012	EFT-839	Debken Pty Ltd	\$ 3,080.00
22/10/2012	EFT-840	Shire of Tammin	\$ 1,334.90
22/10/2012	EFT-841	Skipper Truck Parts	\$ 438.46
22/10/2012	EFT-842	Landgate	\$ 58.95
22/10/2012	EFT-843	JR & A Hersey	\$ 4,597.70

<b>Payments List -October 2012</b>			
<b>Date</b>	<b>Reference</b>	<b>Creditor</b>	<b>Amount</b>
22/10/2012	EFT-844	CDA Air Conditioning & Refrigeration	\$ 781.40
23/10/2012	EFT-845	Cunderdin Co-Op Fuel	\$ 9,685.00
23/10/2012	EFT-846	Paperback Enterprises Pty Ltd	\$ 726.00
24/10/2012	Funds Tfr	Transfer of Municipal funds to invest on Term Deposit 22-6303	\$ 202,300.00
24/10/2012	Staff Pays	Staff Salaries and Wages	\$ 40,566.34
31/10/2012	Credit Card	Westpac Banking Corporation	\$ 151.90
<b>TOTAL</b>			<b>\$ 1,471,388.65</b>

### 8.3 Council Investments – At 31<sup>st</sup> October 2012

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Manager of Finance & Administration
<b>Author:</b>	Loren Clifford
<b>Report Date:</b>	7 <sup>th</sup> November 2012
<b>Item Approved By:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Nil

#### Proposal/Summary

To inform Council of its investments as at 31<sup>st</sup> October 2012.

#### 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

<b>COUNCIL INVESTMENTS AS AT 31<sup>ST</sup> OCTOBER 2012</b>				
<b>Institution</b>	<b>Amount Invested</b>	<b>Investment type</b>	<b>Municipal Funds</b>	<b>Reserve Funds</b>
Westpac Banking Corporation	\$ 96.43	Business Cash Reserve Bonus 22-3639 0.01%	\$0.00	\$ 96.43
Westpac Banking Corporation	\$ 2,206,278.88	Reserves Term Deposit 22-6311 4.50%	\$0.00	\$ 2,206,278.88
Westpac Banking Corporation	\$ 23.20	Business Cash Reserve Bonus 22-3647 0.01%	\$ 23.20	\$0.00
Westpac Banking Corporation	\$ 377,437.60	Muni Term Deposit 22-6303 4.50%	\$ 377,437.60	\$0.00
Westpac Banking Corporation	\$300,000.00	Muni Term Deposit 22-6418 4.80%	\$300,000.00	\$0.00
<b>TOTAL INVESTMENTS</b>	<b>\$ 2,883,836.11</b>		<b>\$ 677,460.80</b>	<b>\$2,206,375.31</b>

#### 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 31<sup>st</sup> October 2012 be received and noted.**

**Moved: Cr Graham Cooper      Seconded: Cr Dianne Kelly**

**Vote – Simple Majority      Carried: 7/0**

#### 8.4 Western Australian Electoral Commission – Shire of Cunderdin Councillor Vacancy

<b>Location:</b>	Shire of Cunderdin
<b>Applicant:</b>	Electoral Commissioner
<b>Date:</b>	6 November 2012
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	
<b>Attachment/s:</b>	1 Page/s

#### **Proposal/Summary**

For Council to receive correspondence from the Electoral Commissioner and note the contents.

#### **Background**

At the October Ordinary Meeting of Council, Council considered the vacancy that has occurred following the resignation of Councillor David Beard.

At the meeting Council resolved to request the Electoral Commissioner to approve the reduction of the Shire of Cunderdin number of offices of Council to seven members with one vacancy being held over until the October 2013 Local Government Elections.

#### **Comments**

Correspondence has been received from the Electoral Commissioner advising that approval is given under section 4.17(3) of the *Local Government Act 1995* to defer filling the vacancy until the October 2013 ordinary elections.

There is no further action for Council to take on this matter at this time.

#### **Consultation**

Nil

#### **Statutory Implications**

*Local Government Act 1995* section 4.17(3)

*4.17(3) If a councillor's office becomes vacant under section 2.32 and under subsection (4A) this subsection applies, the council may, with the approval of the Electoral Commissioner, allow\* the vacancy to remain unfilled and, subject to subsection (4), in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.*

*\* Absolute majority required.*

#### **Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Resolution 8.4**

**That Council receives the correspondence from the Electoral Commissioner and notes its contents.**

**Moved: Cr Doug Kelly**

**Seconded: Cr Graham Cooper**

**Vote – Simple Majority**

**Carried: 7/0**

## 8.5 Shire of Cunderdin Common Seal

Location:	Cunderdin Airfield
Applicant:	Chief Executive Officer
Date:	7 November 2012
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
File Reference:	
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 19 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):

- 26 October 2012 – Deed of Variation to Lease Agreement between the Shire of Cunderdin and the Gliding Club of WA. The variation is to incorporate Hut 111 into the lease area, at no additional increase in annual rental to the Gliding Club, as per Council resolution 11.3 of 21 June 2012.
- 8 November 2012 – Credit Application and Terms of Trading Agreement for Northam Mitre 10 Solutions.

### **Consultation**

Nil

### **Statutory Implications**

*Local Government Act 1995* – section 9.49A Execution of documents.

### **Policy Implications**

Finance Policy #12.

### **Financial Implications**

Nil

**Strategic Implications**

Nil

**Resolution 8.5**

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

1. 26 October 2012 – Deed of Variation to Lease Agreement between the Shire of Cunderdin and the Gliding Club of WA, to incorporate Hut 111 into the lease area.
2. 8 November 2012 – Credit Application and Terms of Trading Agreement for Northam Mitre 10 Solutions.

Moved: Cr Dennis Whisson

Seconded: Cr Dianne Kelly

Vote: Simple majority

Carried: 7/0

## 8.6 Meckering Action Group Council Donation Application

<b>Location:</b>	Meckering
<b>Applicant:</b>	Meckering Action Group
<b>Date:</b>	8 <sup>th</sup> November 2012
<b>Author:</b>	Community Development Officer (CDO)
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Michelle Samson, CDO, is secretary for Meckering Action Group
<b>File Reference:</b>	ADM0038
<b>Attachment/s:</b>	5 Pages

Cr Doug Kelly declared in the item as his wife is a member of the Meckering Action Group.

### **Resolution 8.6**

#### **Council Resolved;**

**That Cr Doug Kelly be allowed to stay for the discussions relating to this matter as his Interest is insignificant as to be unlikely to influence his conduct in relation to the matter.**

**Moved: Cr Todd Harris**

**Seconded: Cr Dianne Kelly**

**Vote – Simple majority**

**Carried: 6/0**

### **Proposal/Summary**

The Meckering Action Group have requested a Council Donation of \$350.00 for Christmas Tree Celebrations

This report recommends Council support the request to amount of \$350.000

### **Background**

Council have Community Donation accounts for supporting of local community groups and events

### **Comment**

The Meckering Action Group has requested Council Donation of \$350 to fund the Meckering Christmas Celebrations being held on Saturday 15th December 2012 at the Meckering Sporting Club. The activities include a bouncy castle and face painter, a visit from Santa, Christmas Tree, family sausage sizzle. The requested funds will cover the costs of hiring children's entertainment of bouncy castle and a face painter. Additional entertainment is being provided by Meckering local residents

<b>INCOME</b>	
Community Grant	\$ 350
Group/ Organisation Contribution	\$ 327
Other in kind contribution	\$ 1,130
<b>Total Income</b>	<b>\$ 1,807</b>
<b>EXPENDITURE</b>	
Item A Bouncy Castle hire	\$ 125
Item B Face painter	\$ 225
Item C Santa Hire	\$ 100
Item D Sausage Sizzle – sausages and buns	\$ 227
Item E Lolly bags /ice cream/sauces and onions	\$ 130
Item F Bar Facilities for Adults	\$ 1,000
<b>Total Expenditure</b>	<b>\$ 1,807</b>

### Previous Council Funding

Meckering Action Group received \$1500 in Dry Season Funding for the Christmas celebration 2011. Shire of Cunderdin was responsible for distributing the Dry Season Funding on behalf of the Department of Agriculture. Funding was acquitted by Meckering Action Group.

### Consultation

Nil

### Statutory Implications

Nil

### Policy Implications

#### 4.0 Assessment Criteria

Applications for projects, events or facilities will be assessed under the following categories:

- *Applicant's demonstrated proven record in providing quality community, sporting or cultural events or programs;*
- *Cultural, community, sporting or artistic merit of the proposed program, event or facility;*
- *Originality of the program, event or facility;*
- *Demonstrated relevance of the proposed project or event to the target audience;*
- *The project increases opportunities to extend community capacity for cultural and or artistic activity;*
- *The program encourages links between cultural, sporting, business, and tourism;*
- *The program increases returns on cultural, sporting or community infrastructure in the town;*
- *The project improves economic viability and demonstrates capacity to increase and diversify financial resources for community, sporting or cultural services and programs;*
- *The funds provided by Council must not lead to an applicant becoming dependent on Council for ongoing financial support; and*
- *The applicant has a demonstrated capacity for program development and management;*

**Financial Implications**

If approved, \$350 to be taken from the Council Donation Account from the 2012-13 Annual Budget.

**Strategic Implications**

Nil

**Resolution 8.6.2**

**That Council provides \$350 to the Meckering Action Group Inc for the Meckering Community Christmas Celebrations from the Council Donations Scheme for 2012 - 13.**

**Moved: Cr Dennis Whisson**

**Seconded: Cr Dianne Kelly**

**Vote – Simple majority**

**Carried: 6/0**



## 8.7 Tammin 2 Cunderdin Adventure Run

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Andrea Myers
<b>Date:</b>	9 <sup>th</sup> November 2012
<b>Author:</b>	Community Development Officer
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	ADM0038
<b>Attachment/s:</b>	7 Pages

### Proposal/Summary

This donation application is for request of \$6,000 in financial support for the proposed Tammin to Cunderdin Adventure Run.

This report recommends Council support the request to maximum amount of \$1,920.

### Background

Council have Community Donation accounts for supporting of local community groups and events

### Comment

Andrea Myers has organised the first Tammin to Cunderdin Adventure Run to be held on Sunday 30<sup>th</sup> December 2012.

The Shire of Cunderdin is the Auspicing Organisation on behalf of Andrea Myers for the purposes of a funding submission made to Healthways for \$5,000. Confirmation of funding has not yet been received at time of writing this report.

A funding application will also be submitted to the Shire of Tammin to assist in the administrative costs generated by this event.

The application form shows a budget with a discrepancy of \$4080 income. The Community Development Officer (CDO) queried this discrepancy with the event organiser and was advised Ms Myers had requested over the amount of income needed in case Healthways Funding was not allocated to the Adventure Run. CDO requested an adjusted budget showing the correct amounts for income and expenditure. This has been attached to this report.

The requested donation from the Shire of Cunderdin will cover the following expenditure for the event

1. Bus hire for Cunderdin Community Bus Hire	150
2. Toilet Hire	330
3. Fuel for Transporting equipment	250
4. <u>Pool Party – Life Guards and Inflatable Hire</u>	<u>1200</u>
<b>Total contribution</b>	<b>1920</b>

<b>INCOME</b>	
<b>Community Grant</b>	<b>1920</b>
Group Organisation Contribution	1000
Healthway Funding – amount to be confirmed	5000
Shire of Tammin– amount to be confirmed	1000
Registration (anticipated numbers)	4000
<b>One Life ( food prize money high visibility vests)</b>	500
Pitstop diner – Coffee Van Fee	100
One Life Hamburgers and advertising	800
<b>Total Income</b>	<b>14520</b>
<b>EXPENDITURE</b>	
Insurance	1500
Bus hire for competitors	150
Safety Management Plan	1500
Traffic Management plan	1500
Traffic Controllers	1324
Toilet Hire	330
Timing Equipment including race bibs	1500
Electronic Large clock	175
Advertising	800
Sunscreen	50
Registration System	100
Gloves	36
Water cups	35
Signage and banners	300
Medals for participants/ awards for winners	300
Food – competitors, vendors volunteers	1050
Fuel for transport vehicles	250
Pool Party	1200
Entertainment - Face-painter	300
Vests – donated	200
Prize money – donated by One Life	500
Muesli bars for competitors – donated by Carmans and Go Natural	320
Gazebos	300
Director Administration costs	800
<b>Total Expenditure</b>	<b>14520</b>

#### Previous Council Funding

There has been no previous council funding provided to this entity.

#### Consultation

The Community Development Officer has been assisting Ms Myers in the administrative and funding preparation for this event.

**Statutory Implications**

Nil

**Policy Implications**

4.0 Assessment Criteria

Applications for projects, events or facilities will be assessed under the following categories:

- Applicant’s demonstrated proven record in providing quality community, sporting or cultural events or programs;
- Cultural, community, sporting or artistic merit of the proposed program, event or facility;
- Originality of the program, event or facility;
- Demonstrated relevance of the proposed project or event to the target audience;
- The project increases opportunities to extend community capacity for cultural and or artistic activity;
- The program encourages links between cultural, sporting, business, and tourism;
- The program increases returns on cultural, sporting or community infrastructure in the town;
- The project improves economic viability and demonstrates capacity to increase and diversify financial resources for community, sporting or cultural services and programs;
- The funds provided by Council must not lead to an applicant becoming dependent on Council for ongoing financial support; and
- The applicant has a demonstrated capacity for program development and management;

**Financial Implications**

If approved, amount to be taken from the Council Donation Account from the 2012-13 Annual Budget.

**Strategic Implications**

Nil

**Recommendation 8.7**

That Council provides up to maximum amount of cash and in kind contribution of \$1,920 from the Council Donations Scheme from the 2012- 13 Annual Budget to the proposed Tammin to Cunderdin Adventure Run 2012.

The Purpose of the donated funds is to cover the following expenses:

1. Bus hire for Cunderdin Community Bus Hire	150
2. Toilet Hire	330
3. Fuel for Transporting equipment	250
4. Pool Party – Life Guards and Inflatable Hire	<u>1,200</u>
<b>Total contribution</b>	<b>1,920</b>

Moved Cr \_\_\_\_\_ Seconded Cr \_\_\_\_\_

Vote – Simple majority Carried/Lost \_\_\_/\_\_\_

## **Resolution 8.7**

**That Council:**

- 1. Provides up to maximum amount of cash and in kind contribution of \$1,920 from the Council Donations Scheme from the 2012- 13 Annual Budget to the proposed Tammin to Cunderdin Adventure Run 2012.**

**The Purpose of the donated funds is to cover the following expenses:**

<b>1.</b>	<b>Bus hire for Cunderdin Community Bus Hire</b>	<b>150</b>
<b>2.</b>	<b>Toilet Hire</b>	<b>330</b>
<b>3.</b>	<b>Fuel for Transporting equipment</b>	<b>250</b>
<b>4.</b>	<b><u>Pool Party – Life Guards and Inflatable Hire</u></b>	<b><u>1,200</u></b>
	<b>Total contribution</b>	<b>1,920</b>

- 2. Contribution is subject to the financial application to Healthways being approved.**
- 3. Is to receive recognition of its contribution to the project in advertising and other promotional materials.**

**Moved: Cr Dennis Whisson**

**Seconded: Cr Todd Harris**

**Vote – Simple majority**

**Carried: 4/3**

## **9 Environmental Health & Building Services**

No Reports

## 10 Works & Services

### 10.1 Works & Services Report

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Chief Executive Officer
<b>Date:</b>	9 November 2012
<b>Author:</b>	Chief Executive Officer in conjunction with Robert Glover & Garry Roulston
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Attachment/s:</b>	Nil

#### **Proposal/Summary**

Council is to receive the Works and Services Report for November 2012.

#### **Construction**

The programmed construction works for the Cunderdin-Quairading Road is completed. The 3.5km section of the road which joins the Cunderdin town boundary is to be revisited with a view to sealing the gravel shoulders. It is proposed that this will be actioned following the Cunderdin District High School Car Park and Cubbine Street projects.

Design plans and costings are progressing on the Grain Freight Network project at the Cunderdin District High School and Cubbine Street.

The Grain Freight Network works within the Shire of Bruce Rock are proceeding on schedule and within budget provisions, estimated completion end of November 2012.

Regional Road Group works has commenced on the Cunderdin-Wyalkatchem Road with the widening of the shoulders north of the Matthews Road intersection.

Former Manager Works and Services, Mark Burgess, has been assisting staff with the setting up and ordering of materials for the road construction program on Cunderdin-Wyalkatchem and Dowerin-Meckering Roads.

#### **General**

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

#### **Footpath/s Construction**

Footpath construction program is still to be prepared in accordance with Council resolution.

#### **Manager Works & Services Position**

As advised to Councillors via email the preferred candidate for the MWS position as endorsed by Council at the October OCM has withdrawn from the position. The CEO is in the process of obtaining information pertaining to other suitable candidates for the position. This is being liaised through Cr Doug Kelly, Council delegate to the works and services area.

**Statutory Implications**

*Local Government Act 1995*

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Resolution 10.1**

**That Council receives the Works and Services Report for November 2012.**

**Moved: Cr Clive Gibsone**

**Seconded: Cr Graham Cooper**

**Vote – Simple majority**

**Carried: 7/0**

## 10.2 Waste Transfer Stations – Operating Hours between Christmas and New Year

<b>Location:</b>	Cunderdin and Meckering
<b>Applicant:</b>	Chief Executive Officer
<b>Date:</b>	7 November 2012
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Attachment/s:</b>	Nil

### **Proposal/Summary**

To determine the operating hours of the Waste Transfer Stations in Cunderdin and Meckering between Christmas and New Year.

### **Background**

For the 2011-2012 Christmas / New Year period, Council resolved to close the Waste Transfer Stations on:

- Christmas Day – Sunday 25 December 2011
- Boxing Day in lieu – Tuesday 27 December 2011
- New Year's Day – Sunday 1 January 2012

### **Comment**

Public Holidays for the 2012-2013 Christmas / New Year period are:

- Christmas Day - Tuesday 25 December 2012
- Boxing Day – Wednesday 26 December 2012
- New Year's Day – Tuesday 1 January 2013

The normal opening days for the two waste transfer stations are; Cunderdin: Wednesday, Saturday & Sunday; and Meckering: Thursday, Saturday & Sunday.

The only operational day that conflicts with a public holiday is Wednesday 26 December for the Cunderdin transfer station.

Therefore it is recommended that the Cunderdin Waste Transfer Station be closed on Wednesday 26 December 2012 (Boxing Day) and that normal operations continue for both transfer stations on the other scheduled opening days.

### **Consultation**

Nil

### **Statutory Implications**

Nil



**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Resolution 10.2**

**That Council resolve:**

- 1. That the Cunderdin Waste Transfer Station over the 2012-13 Christmas / New Year period be closed on Boxing Day, Wednesday 26 December 2012.**
- 2. That the community be informed via a Council Newsletter to be distributed on Monday 3 December 2012, and notices placed on local notice boards and at the Cunderdin Waste Transfer Station.**

**Moved: Cr Clive Gibsone**

**Seconded: Cr Dennis Whisson**

**Vote: Absolute majority**

**Carried: 7/0**

## 11 Planning & Development

### 11.1 Yilgarn Street Residential Subdivision – Street Names

<b>Location:</b>	Yilgarn Street Residential Subdivision
<b>Applicant/s:</b>	LandCorp
<b>Date:</b>	7 November 2012
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>File Ref:</b>	
<b>Attachment/s:</b>	2 Pages

#### **Proposal/Summary**

Council consideration to naming of the streets (two or four) within the Yilgarn Street Residential Subdivision.

#### **Background**

Council has purchased two lots (44 & 49) fronting Yilgarn Street which is subject to a joint venture residential subdivision with LandCorp.

There are four new streets proposed for the development of the whole of the property (six lots) should the development ever proceed to this stage.

In the meantime LandCorp are requesting Council to submit street names to the Geographical Names Committee (at Landgate) for the naming of the two street reserves that are being identified in stage 1. Whilst the streets won't be constructed as part of the initial stage 1 it is necessary to name the streets for identification with the installation of services, ie power, water, telstra.

#### **Comment**

For the naming of streets the Geographic Names Committee have released a Principles, Guidelines and Procedures document. From the document, the Guiding Principles of Nomenclature are:

- New names and changes of names shall have strong local community support.
- Names in public use shall have primary consideration.
- Name duplication and dual naming should be avoided, especially those in close proximity.
- Names of living individuals should be used only in exceptional circumstances.
- Names characterised as follows are to be avoided, where possible:-  
incongruous; given and surname combinations; qualified names; double names; corrupted, unduly cumbersome, obscene, derogatory or discriminating names; and commercialised names.
- Preferred sources of names are:-

descriptive names appropriate to the features, pioneers, war casualties and historical events connected with the area, and names from Aboriginal languages currently or formerly identified with the general area.

- Generic terms must be appropriate to features described.
- New names proposed must be accompanied by exact information as to location, feature identification, origin, or if alteration is proposed, by a rationale.
- The use of the genitive apostrophe is to be avoided (e.g. Butcher's).
- Hyphenated words in place names shall only be used where they have been adopted in local usage. (e.g. City of Kalgoorlie-Boulder)

It may be appropriate for Council to consider names for all four streets as part of this process. This will enable two names to be presented to the Geographical Names Committee for stage 1, and then the naming of the other two streets can be approved and held in reserve by the Committee should development proceed beyond stage 1 or they are required for the naming of other streets/roads elsewhere within the Shire.

### **Consultation**

Nil

### **Statutory Implications**

*Land Administration Act 1997* – section 26A Names of roads and areas in new subdivisions.

- (1) If a person delivers a diagram or plan of survey of a subdivision of land approved by the Planning Commission to a local government, and the proposed subdivision includes the provision of a road for use by the public, that person must also deliver to the local government the name proposed to be given to the road.*
- (2) The local government may require the person so subdividing the land –*
  - (a) to propose a name for the proposed road or, if a name has already been proposed, to alter that name; and*
  - (b) to propose a name for the area the subject of the proposed subdivision, or if a name has already been proposed, to alter that name.*
- (3) If the local government approves a name proposed under subsection (1) or (2), the local government is to forward the proposal to the Minister.*
- (4) The Minister may –*
  - (a) approve the proposed name;*
  - (b) direct the local government to reconsider the proposed name, having regard to such matters as the Minister may mention in the direction; or*
  - (c) refuse to approve the proposed name.*
- (5) A person must not –*
  - (a) assign a name to the area or road unless the name is first approved by the Minister;*
  - (b) alter or change a name that has been so assigned, whether initially or from time to time, to the area or road unless the Minister first approves of the alteration or change of that name.*

*Penalty: \$1 000 and a daily penalty of \$100.  
[Section 26A inserted by No. 38 of 2005 s. 9.]*

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Recommendation 11.1**

For Council consideration please.

Moved: Cr \_\_\_\_\_                      Seconded: Cr \_\_\_\_\_

Vote: **Absolute** majority                      Carried/Lost: \_\_\_/\_\_\_

**Resolution 11.1**

**That Council resolved:**

**To get a list off street names off of John and Faye Harris from their designs for the Cunderdin Crest Estate for Council to consider at the special meeting 23<sup>rd</sup> November 2012.**

**Moved: Cr Clive Gibsone                      Seconded: Cr Graham Cooper**

**Vote: Absolute majority                      Carried: 7/0**

## 11.2 Proposed Extension to a Public Purpose 'Museum' Site at Lot 418 Forrest Street, Cunderdin

<b>Location:</b>	Lot 418 (No 100) Forrest Street, Cunderdin
<b>Applicant:</b>	Cunderdin Museum Committee
<b>Date:</b>	12 <sup>th</sup> November 2012
<b>Author:</b>	Dan Ho, Town Planning Consultant, City of Canning
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Cr Clive Gibsone
<b>File Reference:</b>	
<b>Attachment/s:</b>	3 Pages

### **Proposal/Summary**

The application proposes a building extension to the lifestyle pavilion building located in the Cunderdin Municipal Museum at Lot 418 Forrest Street, Cunderdin.

### **Background**

Zoning: Local Scheme Reserve, Public Purpose 'Museum'.  
Lot Area: 15,527sqm

The following report has been prepared in response to the application for a building extension lodged with the Shire of Cunderdin. The proposed building will be used for the storage of goods, equipment and materials.

### **Comment**

The subject site is a local scheme reserve for the intent of public purpose 'Museum' under the Shire's Local Planning Scheme No 3. Clause 3.4.3 of the Scheme requires planning approval from the Shire for all developments within a local reserve, the Shire will have regard to the ultimate purpose of the reserve and matters set out in clause 10.2 of the Scheme.

The extension proposes to cover an existing 72m<sup>2</sup> concrete area, 6m in length by 12m in width. The maximum height of the extension will be 5.3m with a wall height of 3.5m. Two new entrance points to the western side of the building are to be included as part of the extension.

The proposed development will assist in facilitating the ultimate purpose of the reserve. It is considered that the proposal generally complies with the circumstances identified for Council to consider approving such a proposal. It is therefore considered that the development is supportable given these circumstances.

### **Consultation**

Nil

### **Statutory Implications**

*Planning and Development Act 2005*  
Shire of Cunderdin Local Planning Scheme No 3

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Shire of Cunderdin Local Planning Strategy (LPS) – The proposed development maintains the aims and objectives of the Local Planning Strategy.

**Resolution 11.2**

**That Council approve the application, subject to the following conditions:**

- 1. The proposed development is to generally comply with the submitted plans approved and stamped accordingly.**

**Advice Note**

- a. This approval does not authorise the commencement of any building works. The applicant is advised that a building permit must be obtained prior to the commencement of any works. To obtain a building permit it will be necessary to submit documentation in compliance with the Building Regulations, including plans incorporating all conditions of this approval, specifications and structural drawings.**

**Moved: Cr Graham Cooper**

**Seconded: Cr Dennis Whisson**

**Vote – Simple majority**

**Carried: 7/0**

## 12 Urgent Items

### 12.1 Council meetings dates to receive Audit and Annual Financial Reports and to schedule Annual Electors Meeting

#### Resolution 12.1

That Council schedules the following meetings:

1. Special Council Meeting, Friday 23 November 2012, commencing at 3:00pm, to receive the Audit Report and Annual Financial Report for the year ended 30 June 2012.
2. Ordinary Council Meeting, Thursday 13 December 2012, commencing at 1:00pm, (meeting rescheduled to provide for the Annual Electors Meeting to be held on the same day).
3. General Public Meeting, Thursday 13 December 2012, commencing at 4:30pm at the Meckering Sporting Club.
4. Annual Electors Meeting, Thursday 13 December 2012, commencing at 6:30pm at the Cunderdin Community Resource Centre.

Moved: Cr Dianne Kelly

Seconded: Cr Dennis Whisson

Vote – Simple majority

Carried: 7/0

## 13 Matters for which the meeting may be closed

#### Resolution 13.0

In accordance with section 5.23 (2) of the Local Government Act 1995, the meeting be moved behind closed doors at 5:37pm.

Moved: Cr Todd Harris

Seconded: Cr Dianne Kelly

Vote – Simple majority

Carried: 7/0

### 13.1 Appointment Manager Works and Services – CONFIDENTIAL REPORT

<b>Location:</b>	Shire of Cunderdin
<b>Applicant/s:</b>	Peter Naylor, Chief Executive Officer
<b>Date:</b>	14 <sup>th</sup> November 2012
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>File Ref:</b>	
<b>Attachment/s:</b>	7 Pages

#### **Resolution 13.1**

**That Council:**

- 1. Accepts the Chief Executive Officers recommendation for appointment of Mr Alan Haslett to the Position of Manager Works and Services with the Shire of Cunderdin for a three month contractual period commencing Monday 3 December 2012, with pro rata salary remuneration to be based on annual amount of \$120,000.**

**Moved: Cr Graham Cooper**

**Seconded: Cr Todd Harris**

**Vote: Simple majority**

**Carried: 7/0**



### 13.2 Shire of Cunderdin Staff Policy #12 Gratuity Payments

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Chief Executive Officer
<b>Date:</b>	14 <sup>th</sup> November 2012
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	
<b>Attachment/s:</b>	Nil

#### Resolution 13.2

**That Council:**

- 1. Adopts the aforementioned draft Amended Staff Policy Number 12 Employee Gratuity Payments, as highlighted in the officers report item 13.2, to replace the Policy adopted by Council on 20 March 2008.**
- 2. Provides local public notice of the amended Policy in accordance with the provisions of the Local Government Act 1995, section 5.50 (1).**

**Moved: Cr Graham Cooper**

**Seconded: Cr Clive Gibsone**

**Vote – Absolute majority**

**Carried: 7/0**

Note: The Amended Staff Policy #12 is available for inspection at the Shire Administration Office and on the Shire Website.

#### Resolution 13.3

**That the meeting move from behind closed doors at 5:51pm**

**Moved: Cr Graham Cooper**

**Seconded: Cr Clive Gibsone**

**Vote – Simple majority**

**Carried: 7/0**

#### **14 Closure of meeting**

There being no further business the Shire President declared the meeting closed at 5:58pm.