



Shire of Cunderdin

Minutes of an Ordinary Council Meeting

Dear Council Member,

The Ordinary Meeting of the Cunderdin Shire Council was held on **Thursday 15th December 2011** in the Council Chambers, Lundy Avenue Cunderdin and commenced at 5:20 pm.

Dominic Carbone
Acting Chief Executive Officer

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MINUTES

1.0 Declaration of opening

1.1 The President declared the meeting open at 5:20pm

1.2 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".

2.0 Suspension of Clause 3.2 - Standing Orders

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Not applicable |
| Date: | 5 th December 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Resolution:

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

Moved: Cr Clive Gibsone

Seconded: Cr Dianne Kelly

Vote – Simple majority

Carried 8/0

3.0 Public Question Time

3.1 Response to previous public questions was taken on notice

There were no questions from the public at the previous meeting of Council that were taken on notice.

3.2 Declaration of public question time opened at 5:20pm

3.3 Declaration of public question time closed at 5:20pm

4.0 Record of Attendance, Apologies and Approved Leave of Absence

4.1 Record of attendances

Councillors

Cr RL (Rod) Carter

President

Cr RC (Clive) Gibsone

Deputy President

Cr GJ (Graham) Cooper

Cr DA (Dennis) Whisson

Cr DG (Dianne) Kelly
Cr TE (Todd) Harris
Cr DB (Doug) Kelly
Cr DT (David) Beard

4.2 Apologies

4.3 On Leave of Absence
None

4.4 Staff

| | |
|---------------------|-------------------------------------|
| D (Dominic) Carbone | Acting Chief Executive Officer |
| L (Loren) Hempel | Manager of Administration & Finance |
| M (Mark) Burgess | Manager of Works & Services |

4.5 Guests of Council

4.6 Members of the Public

4.7 Applications for leave of absence

Cr Rod Carter made application for leave from the 1st February 2012 – 4th March 2012
Moved: Cr Graham Cooper Seconded: Cr Doug Kelly
Carried: 7/0

4.8 Declaration of Members and Officers Financial Interests

D Carbone – Report 8.2 – Accounts Payable – November 2011
Cr Dennis Whisson – Report 9.1 – Application for a Traders Permit to sell fruit & Vegetables
Cr Dianne Kelly – Report 12.2 – Community Grant Application – Meckering Sporting Club Inc.
M Burgess & L Hempel – Report 15.1 – Staff Christmas Bonus – Confidential Members Only

5.0 Petitions, Deputations, Presentations

5.1 Petitions
None

5.2 Deputations
None

5.3 Presentations
Mr Ian Gordon from CBH Group gave a presentation on the latest concept for Cunderdin's CBH receival point at the Council Briefing at 3:00pm.

6.0 Council Discussion

The Shire President and Councillors gave verbal reports.

7.0 Confirmation of the Minutes of Previous Meetings

7.1 Confirmation of Minutes of Previous Meetings

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 5 th December 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Proposal

Council to confirm the minutes of the Ordinary Council meeting held on 17th November 2011.

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) Regulations requires minutes of all meetings to be kept and submitted to the next full council meeting 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 17th November 2011, be confirmed as a true and correct record.

Moved: Cr Graham Cooper

Seconded: Cr Clive Gibsone

Vote – Simple majority

Carried: 8/0

Note to this item:

The President signed the minute declaration.

7.2 Receiving Minutes of Meetings of Committees of Council and other Committees and Organisations

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 5 th December 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Proposal

Council receive the minutes of the following meeting;

- Minutes of the Cunderdin Museum Committee meeting on 24th November 2011

Attachment

The minutes listed above are attached as an appendix to this item.

Background

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

Statutory Environment

There is no statutory requirement for council to receive or confirm the minutes of committees other than standing committees of council.

Local Government Act 1995 Part 5 Division 2 Subdivision 3 - Section 5.22 (2) Regulations requires minutes of all meetings to be kept and submitted to the next full council meeting for confirmation.

Financial Implications

Nil

Resolution 7.2

That council receive the minutes of;

- Minutes of the Cunderdin Museum Committee meeting 24th November 2011 be confirmed as a true and correct record.

Moved: Cr Dianne Kelly

Seconded: Cr Doug Kelly

Vote – Simple majority

Carried: 8/0

8.0 Finance Report

8.1 Financial Report for November 2011

| | |
|-------------------|-------------------------------------|
| Location: | Cunderdin |
| Applicant: | Manager of Finance & Administration |
| Date: | 5 th December 2011 |
| Author: | Loren Hempel |
| Item Approved by: | Acting Chief Executive Officer |

Proposal

The financial position as at 30th November 2011 is presented for consideration.

Appendices – 30th November 2011 - 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 30th November 2011
- Municipal Bank Account Statement & Reconciliation (036-102 000030)
- Restricted Cash Account Statement & Reconciliation (036102 123263)
- Licensing Trust, Working Trust and REBA Trust Account Statements & Reconciliations

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 30th November 2011.

Moved: Cr Graham Cooper

Seconded: Cr David Beard

Vote – Simple majority

Carried: 8/0

8.2 Accounts Paid and Payable – November 2011

| | |
|-------------------|-------------------------------------|
| Location: | Cunderdin |
| Applicant: | Manager of Finance & Administration |
| Date: | 5 th December 2011 |
| Author: | Loren Hempel |
| Item Approved by: | Acting Chief Executive Officer |

Disclosure of Interest

Acting Chief Executive Officer (Dominic Carbone) declared an interest, Council resolved to allow him to be present.

Proposal

Council is requested to confirm the payment of Accounts totalling \$ 303,834.66 listed in the Warrant of Payments for the period 1st November 2011 – 30th November 2011.

Attachments

Warrant of Payments for 1st November 2011 – 30th November 2011.

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 1st November 2011 – 30th November 2011.

1.0 Accounts Already Paid

1.1 Municipal Fund –

| CHEQUE NUMBERS | AMOUNT |
|-------------------------------|---------------|
| 009323-009359 | \$ 145,049.04 |
| Electronic Payments - Various | \$ 158,785.62 |

| | |
|--|--|
| 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 | |
| TOTAL MUNICIPAL FUNDS | \$ 303,383.66 |

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 \$ 303,834.66 for the period of 1st November 2011 - 30th November 2011 from the Municipal Fund were confirmed and noted.

(b) The Warrant of Payments as presented be incorporated in the Minutes of the Meeting.

Moved: Cr Dennis Whisson

Seconded: Cr Clive Gibsone

Vote – simple majority

Carried: 8/0

| Payments List - November 2011 | | | |
|-------------------------------|---------------|--------------------------------------|---------------|
| Date | Reference | Creditor | Amount |
| 1/11/11 | Bank Charges | Westpac Banking Corporation | -\$ 46.80 |
| 1/11/11 | Bank Charges | Westpac Banking Corporation | -\$ 92.55 |
| 1/11/11 | Bank Charges | Westpac Banking Corporation | -\$ 13.00 |
| 1/11/11 | Bank Charges | Westpac Banking Corporation | -\$ 22.00 |
| 1/11/11 | Bank Charges | Westpac Banking Corporation | -\$ 145.25 |
| 1/11/11 | Bank Charges | Westpac Banking Corporation | -\$ 21.40 |
| 1/11/11 | Bank Charges | Westpac Banking Corporation | -\$ 13.00 |
| 1/11/11 | Bank Charges | Westpac Banking Corporation | -\$ 58.76 |
| 1/11/11 | Bank Charges | Westpac Banking Corporation | -\$ 22.00 |
| 1/11/11 | Gym Bonds Tfr | Transfer of Gym Key Bonds | -\$ 150.00 |
| 2/11/11 | Bank Charges | Westpac Banking Corporation | -\$ 18.25 |
| 7/11/11 | 9323 | HI Constructions | -\$ 20,911.00 |
| 7/11/11 | 9324 | Hanson Construction Materials | -\$ 13,205.42 |
| 7/11/11 | 9325 | COVs Parts Pty Ltd | -\$ 132.00 |
| 7/11/11 | 9326 | Suncorp Wealth Smart | -\$ 354.20 |
| 7/11/11 | 9327 | Jason Signmakers | -\$ 750.75 |
| 7/11/11 | 9328 | Cunderdin Co-op Museum | -\$ 50.34 |
| 7/11/11 | 9329 | Cunderdin Bowling & Tennis Club | -\$ 586.90 |
| 7/11/11 | 9330 | Cox, Mrs. Amy | -\$ 18.00 |
| 7/11/11 | 9331 | Thompson Signs | -\$ 352.00 |
| 7/11/11 | 9332 | Cunderdin Newsagency | -\$ 175.40 |
| 7/11/11 | 9333 | LG System Incorporated | -\$ 77.00 |
| 7/11/11 | 9334 | Telstra (Bigpond) | -\$ 79.95 |
| 7/11/11 | 9335 | Carter, Cr Rod | -\$ 560.00 |
| 7/11/11 | 9336 | Jones Lang LaSalle ATF Telstra | -\$ 2,775.00 |
| 7/11/11 | 9337 | Stewart & Heaton Clothing Co Pty Ltd | -\$ 365.44 |
| 7/11/11 | 9338 | Harris, Cr Todd | -\$ 280.00 |
| 7/11/11 | 9339 | Tom Fullerton Trucking | -\$ 12,702.91 |
| 7/11/11 | 9340 | Meckering Action Group | -\$ 85.00 |
| 7/11/11 | 9341 | Signs Plus | -\$ 49.00 |
| 7/11/11 | 9342 | Cunderdin Golf Club | -\$ 10,000.00 |
| 7/11/11 | 9343 | Bunnings Group Limited | -\$ 464.67 |
| 7/11/11 | 9344 | Kelly, Cr. Dianne | -\$ 280.00 |
| 7/11/11 | 9345 | Goodfield Quality Meats | -\$ 64.00 |
| 7/11/11 | 9346 | Synergy | -\$ 48.65 |
| 7/11/11 | 9347 | Water Corporation | -\$ 716.55 |
| 7/11/11 | 9348 | Westscheme Superannuation | -\$ 925.36 |
| 7/11/11 | 9349 | Telstra Corporation Limited | -\$ 1,331.88 |
| 7/11/11 | 9350 | Gibsone, Cr Clive | -\$ 280.00 |
| 7/11/11 | 9351 | Cunderdin Co-op | -\$ 1,395.25 |
| 7/11/11 | 9352 | SGFleet | -\$ 2,363.36 |
| 7/11/11 | EFT-230 | Dominic Carbone & Associates | -\$ 1,666.50 |

| Payments List -November 2011 | | | |
|-------------------------------------|------------------|---|---------------|
| Date | Reference | Creditor | Amount |
| 7/11/11 | EFT-231 | Austral Mercantile Collections Pty Ltd | -\$ 1,405.95 |
| 7/11/11 | EFT-232 | The Wheeler Superannuation Fund | -\$ 50.34 |
| 7/11/11 | EFT-233 | Contract Aquatic Services | -\$ 11,396.00 |
| 7/11/11 | EFT-234 | DF & JE Fulwood | -\$ 507.50 |
| 7/11/11 | EFT-235 | Barcode Direct | -\$ 676.50 |
| 7/11/11 | EFT-236 | Qualcon Laboratories Pty Ltd | -\$ 961.40 |
| 7/11/11 | EFT-237 | Cooper, Cr Graham | -\$ 592.80 |
| 7/11/11 | EFT-238 | The Cunderdin Mob | -\$ 3,645.05 |
| 7/11/11 | EFT-239 | Kings Services | -\$ 100.00 |
| 7/11/11 | EFT-240 | Avon Waste | -\$ 4,936.92 |
| 7/11/11 | EFT-241 | RBE Internet Services | -\$ 20.00 |
| 7/11/11 | EFT-242 | Courier Australia | -\$ 53.77 |
| 7/11/11 | EFT-243 | Yakka Pty Ltd | -\$ 56.10 |
| 7/11/11 | EFT-244 | Mick Walker Transport | -\$ 2,860.00 |
| 7/11/11 | EFT-245 | Commarine | -\$ 7,790.92 |
| 7/11/11 | EFT-246 | Corporate Express | -\$ 24.33 |
| 7/11/11 | EFT-247 | LGIS Insurance Broking | -\$ 4,578.13 |
| 7/11/11 | EFT-248 | Allied Sheds | -\$ 4,901.06 |
| 7/11/11 | EFT-249 | Tasman Civil | -\$ 8,217.00 |
| 7/11/11 | EFT-250 | WA Local Government Superannuation Plan | -\$ 8,178.66 |
| 7/11/11 | EFT-251 | DarMitch Logistics | -\$ 495.00 |
| 7/11/11 | EFT-252 | Kelly, Cr. Doug | -\$ 280.00 |
| 7/11/11 | EFT-253 | Quairading Earthmoving | -\$ 10,752.50 |
| 7/11/11 | EFT-254 | Whisson, Cr Dennis | -\$ 280.00 |
| 7/11/11 | EFT-255 | Regional Concrete & Plumbing | -\$ 6,441.60 |
| 7/11/11 | EFT-256 | Cunderdin Plant Hire | -\$ 1,100.00 |
| 7/11/11 | EFT-257 | CDA Air Conditioning & Refrigeration | -\$ 650.95 |
| 7/11/11 | EFT-258 | Argent Electrical | -\$ 2,089.67 |
| 7/11/11 | EFT-259 | Elders Limited | -\$ 2,435.00 |
| 7/11/11 | EFT-260 | Cody Express Transport | -\$ 18.26 |
| 7/11/11 | EFT-261 | Shire of Tammin | -\$ 1,731.55 |
| 7/11/11 | EFT-262 | BT Super for Life | -\$ 86.62 |
| 7/11/11 | EFT-263 | Beard, Cr. David | -\$ 280.00 |
| 9/11/11 | EFT Pays | Salaries & Wages | -\$ 32,186.88 |
| 15/11/11 | Bank Charges | Westpac Banking Corporation | -\$ 29.22 |
| 15/11/11 | EFT-264 | SGFleet | -\$ 2,363.36 |
| 15/11/11 | 9353 | Danthonia Designs | -\$ 302.50 |
| 17/11/11 | 9354 | Cunderdin Co-Op Fuel | -\$ 7,250.00 |
| 23/11/11 | EFT Pays | Salaries & Wages | -\$ 34,343.07 |
| 25/11/11 | 9355 | Australian Men's Shed Association | -\$ 123.20 |
| 29/11/11 | 9356 | Keown, Elizabeth | -\$ 132.00 |
| 29/11/11 | 9357 | Evergreen Synthetic Grass | -\$ 59,645.21 |

| Payments List -November 2011 | | | |
|-------------------------------------|------------------|----------------------------------|-----------------------|
| Date | Reference | Creditor | Amount |
| 29/11/11 | 9358 | Westnet | -\$ 59.10 |
| 29/11/11 | 9359 | Australian Taxation Office (BAS) | -\$ 6,157.00 |
| | | TOTAL | -\$ 303,834.66 |

8.3 Council Investments – November 2011

| | |
|-------------------|-------------------------------------|
| Location: | Westpac Banking Corporation |
| Applicant: | Manager of Finance & Administration |
| Date: | 5 th December 2011 |
| Author: | Loren Hempel |
| Item Approved by: | Acting Chief Executive Officer |

Disclosure of Interest

No disclosure of interest has been tabled

Proposal

To inform Council of its investments as at 30th November 2011.

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 AS AT 30th NOVEMBER 2011 | | | | |
|--|------------------------|--|------------------------|----------------------|
| Institution | Amount Invested | Investment type | Municipal Funds | Reserve Funds |
| Westpac Banking Corporation | \$1,118.54 | Business Cash Reserve 13-7729 0.00% | \$0.00 | \$1,118.54 |
| Westpac Banking Corporation | \$283.69 | Business Cash Reserve 13-8262 0.00% | \$283.69 | \$0.00 |
| Westpac Banking Corporation | \$500,000.00 | Term Deposit 21-7618 6.1% (Maturity Date: 10/01/12) | \$500,000.00 | \$0.00 |
| Westpac Banking Corporation | \$544,000.00 | Term Deposit 21-7597 6.10% (Maturity Date: 10/01/12) | \$0.00 | \$544,000.00 |
| Westpac Banking Corporation | \$251,999.71 | Term Deposit 21-7589 5.93% (Maturity Date: 10/11/11) | \$0.00 | \$251,999.71 |
| Westpac Banking Corporation | \$357,000.00 | Term Deposit 21-7626 5.93% (Maturity Date: 10/11/11) | \$357,000.00 | \$0.00 |
| Westpac Banking Corporation | \$600,000.00 | Term Deposit 21-8696 5.50% (Maturity Date: 11/01/12) | \$600,000.00 | \$0.00 |
| TOTAL INVESTMENTS | \$2,254,401.94 | | \$1,457,283.69 | \$797,118.25 |

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 30th November 2011 bereceived and noted.

Moved: Cr Clive Gibsone

Seconded: Cr Dianne Kelly

Vote – Simple Majority

Carried: 8/0

9.0 Chief Executive Officer's Reports

| ITEM | RESOLUTION/PARTICULARS | STAFF ACTION | COMPLETED |
|---|---|---|--|
| <p>General Items Ordinary Council Meeting 15th April 2010</p> <p>Ordinary Council Meeting 17th November 2011 Resolution 9.5</p> | <p style="text-align: center;">SOARability</p> <p>Proposal to establish a Gliding Centre for the Physically Challenged at the Cunderdin Airfield.</p> <p>Project progressing Hangar design complete</p> <p>Met with Damien 29/06/10 to further discuss project - development application to be lodged. – request a 25 year lease</p> <p>Modified Glider has been delivered to Cunderdin Airfield, & commissioned for flight.</p> <p>Project has been held back due to FESA building fire requirements – project owner is in discussions with FESA to relax conditions</p> <p>That Council resolve that;</p> <p>a. The President and Acting Chief Executive officer be authorised to sign the grant agreement for the approved grant totalling \$75,000.</p> <p>b. The Acting Chief Executive Officer be authorised to pursue the additional grant funding of \$75,000 with the Wheatbelt Development Commission (WDC).</p> <p>c. The Acting Chief Executive Officer be authorised to appoint Lowes Churchill and Associate Pty Ltd to undertake the Cunderdin Airport Fire Service Design and project manage the project only after a. & b. above have been confirmed.</p> | <p>GARY TUFFIN</p> | <p>Met with Damien O'Reilly on site to select hangar site. 45% complete</p> <p>DA Approved 16/09/10 (Report 9.6)</p> <p>A number of funding applications have been made to address water issue</p> <p>WDC have provided \$150K For water improvements</p> <p>RDL has granted approval for part funding being \$75K</p> <p>Grant agreement has been fwd to the WDC</p> <p>In relation to part (b) have yet to contact WDC</p> |
| <p>General Items Ordinary Council Meeting 15th April 2010</p> | <p style="text-align: center;">Enterprise Metals Ltd</p> <p>Presentation provided by Mr Bruce Hawley (Metal Enterprises)</p> <p>Copies of drilling locations provided – all within council's road reserves – refer to drilling maps</p> <p>Letter received 9/06/10 from the Department of Mines & Petroleum requesting comment on the proposed drilling program</p> <p>Wrote to the Department of Mines advising council's resolution;</p> <p><i>That Council advises the Hon Minister for Mines and Petroleum that it has no objections to the application by Glintan Pty Ltd for an Exploration Licence to drill test for iron ore within the road reserves nominated in the application, subject to the conditions specified in the referral letter dated 3 June 2010 from the Department of Mines and Petroleum</i></p> | <p>CEO</p> <p>MARCUS TUDEHOPE (PLANNER)</p> | <p>15th April 2010</p> <p>Further presentation provided to President & CEO 2 June 2010</p> <p>Report (9.10) to June council meeting</p> <p>Letter sent 29/06/10</p> <p>Drilling commenced 7/09/10</p> <p>Drilling has been suspended until after harvest</p> |

Outstanding matters

Council Resolution Action List – 18 August 2010

| | | | |
|--|---|--|---|
| <p>Resolution 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.8</p> | <p>Proposed New Cemeteries Local Law Proposed Dogs Local Law 2010 Proposed Health Amendment Local Law 2010 Proposed Pest Plants Local Law 2010 Proposed Activities on Thoroughfares and Trading in Thoroughfares and Public Places Amendment Local Law 2010 Proposed Parking Local Law 2010 Proposed Local Government Property Amendment Local Law 2010</p> <p>That Council:</p> <p>(1) adopt the proposed Shire of Cunderdin _____ Local Law 2010, as contained in the Attachment;</p> <p>(2) pursuant to section 3.12 of the Local Government Act 1995, give Statewide public notice that it intends to make the Shire of Cunderdin Local Government Property Amendment Local Law 2010, as contained in the Attachment:</p> <p style="padding-left: 40px;">(a) the purpose of which is to restrict and prohibit certain activities on reserves and review the modified penalties; and</p> <p style="padding-left: 40px;">(b) the effect is to control the use of local government property and create offences for inappropriate behaviour in or on local government property.</p> | <p>CEO/DARREN LONG</p> <p>Darren Long to prepare joint SEAVROC advertisement</p> | <p>65%</p> <p>The proposed local laws were advertised in the West Aust on 24/11/10</p> <p>6 week public submission period from date of notice concludes 19/01/11</p> |
| <p>Resolution 9.7</p> | <p>Sale of proposed lot 23 Centenary Place, Cunderdin</p> <p>That Council resolve:</p> <p>(a) to offer to sell the proposed Lot 23, Centenary Place, Cunderdin subject to Mr Troy Donovan agreeing to the following terms and conditions;</p> <ul style="list-style-type: none"> - Selling price be set at \$30,000.00 - That the CEO be authorised to negotiate finance terms, if required. - That the buyer be responsible for all costs associated with the boundary adjustment to create lot 23, which is to be amalgamated with the existing lot 22. - That the proposed lot 23 be no greater in size than 2,244m² as drawn in the proposed subdivision drawing prepared by D Considine & G Foster <p>(b) That if Mr. Troy Donovan agrees to the terms above in (a) that public notice of these terms be published for public information & submission in accordance with section 3.58 of the Act prior to entering into a contract for sale.</p> <p>(c) That subject to not receiving any adverse submissions</p> | <p>CEO</p> | <p>Letter sent 24/08/10 advising council's decision - no response received from Mr T Donovan to date</p> <p>Extension of sale period (10-12 months) requested Report 9.5 18/11/10</p> <p>Mr Donovan has agreed to the terms subject to obtaining a reasonable survey quote.</p> <p>A letter has been issued to Mr Donovan advising him of the arrangements to be entered between the shire & LandCorp for the subdivision of Lot 2233 into Industrial</p> |

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| | the Chief Executive Officer be granted delegated authority to finalise the matter. | | lots. 100% |
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Council Resolution Action List 18th November 2010

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| | Meckering Ag Society Organise an meeting to discuss future use of the old Ag Society Show grounds asap | CDO | On-going |
| | Sports Club Meeting To discuss management of new club | CDO | To be actioned |

Council Resolution Action List 17th February 2011

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| Resolution 9.3 | <p>Proposal to Make Extractive Industries Local Law 2011 Council resolved to:</p> <ol style="list-style-type: none"> 1. Note the submission from the Department of Local Government in relation to the proposed Shire of Cunderdin Extractive Industries Local Law 2010. 2. Adopt and make the Shire of Cunderdin Extractive Industries Local Law 2011, as per Attachment 1 incorporating all amendments, in accordance with section 3.12 of the Local Government Act 1995- <ol style="list-style-type: none"> (a) the purpose of which is to establish the requirements and conditions with which extractive industries, within the district, must comply with; and (b) the effect is to provide for the regulation, control and management of extractive industry proposals. 3. Publish the adopted Shire of Cunderdin Extractive Industries Local Law 2011, as per (2) above, in the Government Gazette and provide copies of the local law to the Minister for Local Government. 4. Submit a copy of the gazetted local law, explanatory memoranda and associated documentation to the Joint Standing Committee on Delegated Legislation for review. 5. Authorise the affixing of the Common Seal of the Shire to the Shire of Cunderdin Extractive Industries Local Law 2011. | CEO | 70% |
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Copy has been sent to the Department of Local Government 28/03/11

Text has been sent to the State Law publisher for Gazetting

SLP contacted on 3/11/11 & have confirmed that final printing proof is waiting for the shire to confirm upon confirmation a special gazettal will be published

Contacted SLP & have now obtained a copy of the reformatted Local Law, further perusal is required before requesting SLP to Gazette

Council Resolution Action List 20th April 2011

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| Resolution 9.5 | <p>Tender #4 – Gliding Hut Refurbishments Resolved; That Council engage the services of Hi Construction for the restoration works to Gliding Club House Hut (101) and Workshop Hut (104) for the sum of \$130,972.55 in accordance with the schedule of works/specifications as detailed in the Tender #4 – 2010/11.</p> | CEO | 70% |
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Tender Awarded & works currently been undertaken

Council Resolution List 19th May 2011

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| <p>Resolution 10.1</p> | <p>Section 135 Health Notice – Cunderdin Airfield Resolved that;</p> <p>a) Council serves a Section 135 Health Act Notice declaring that the airfield buildings unfit for human habitation and requiring that no persons occupy the building and for the occupants to vacate the building within 14 days of the notice being served.</p> <p>b) Council authorise the Chief Executive Officer & Deputy President to negotiate satisfactory terms and conditions with Bob Milligan.</p> <p>c) Council authorise the Chief Executive Officer & Deputy President to negotiate ownership of the huts that are allegedly privately owned.</p> <p>d) Council request the Chief Executive Officer to negotiate with the Asbestos Specialist to get prices to carry out necessary works at the airfield.</p> <p>e) Council request the Chief Executive Officer to investigate funding options to pay for necessary works to be carried out.</p> | <p>CEO/EHO/Deputy President</p> | <p>The Transfer of ownership of all huts has been achieved.</p> <p>Currently negotiating with owner on cottage home.</p> <p>Meeting between Mr Milligan The D/ President & A/CEO on 3/11/11 confirms the following:</p> <p>a. Mr Milligan agrees to the replacement of the roof & that he will move out of the hut while works are undertaken</p> <p>b. Mr Milligan wishes into a lease arrangement for the land on which the hut is constructed.</p> <p>c. Mr Milligan wishes to compensate the Shire an amount to be agreed for the lease of the land & reimburse the shire for electricity costs</p> <p>The matter of the re-roofing of the Cottage and Mr Milligan's contribution of \$3,000 is subject to Report 9.6 on this agenda.</p> |
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Council Resolution List 16th June 2011

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| <p>Resolution 9.1</p> | <p>Regional Price Preference Policy Resolved;</p> <p>(a) That Council adopt the amended Regional Price Preference Policy (Finance Policy # 26) in its draft form, pending consideration of any public submissions received.</p> <p>(b) That Council give authority to advertise the amended policy in accordance with section Regulation 24F of the</p> | <p>CEO</p> | <p>80%</p> <p>Acting CEO to follow up in relation to any actions required</p> |
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| | Local Government (Functions & General) Amendment Regulations 2000. | | |
| Resolution 9.8 | <p>Sporting Facility Design Brief Resolved that Council -</p> <p><i>a) Approve the Working Group Design Brief for the Community Recreation Building with the following points:</i></p> <ul style="list-style-type: none"> - 20m2 cool room for the bar - 8m2 cool room for the kitchen - 5m wall space for darts - Provision for tap beer and can/stubby - BBQ Area to be considered (Liquor licensing/Seasons) <p><i>b) Approve the Amended Design Brief for the Change rooms with the following points:</i></p> <ul style="list-style-type: none"> - Ladies Home and Away Change room to be included in plan - Access to Mens Away and Ladies Away toilets for external users, but no access to Home Change Rooms <p><i>c) Remove the BBQ area from the Design Brief to be considered within landscaping plan (preferably on the eastern side of the building and sheltered from wind)</i></p> <p><i>d) Proceed to tender for architectural services.</i></p> | CEO | <p>95%</p> <p>Tender documents complete – currently being reviewed by WALGA</p> <p>Tender has been advertised and closes on the 13th September 2011</p> <p>Council awarded the tender to Peter Hunt Architect as per resolution 9.4 at the council meeting on the 18th October 2011</p> <p>A letter was sent to Peter Hunt requesting that he prepare a timeline in relation to the progression of detailed plans</p> <p>Verbal conversation between ACEO and Peter Hunt confirms that Mr Hunt will contact the new CEO in early January in relation to the timeline</p> |
| Resolution 14.1 | <p>Nature & Grace Business Proposal – Late Agenda Item Council resolved;</p> <p>a) that Council grant approval to Debra Farmer to use the old Land Care office for an initial period of six (6) months, with a further option for six (6) months.</p> <p>b) that Council accepts Debra Farmer’s cleaning proposal in return for her cleaning services as outlined in her email dated 13th June 2011 “The Cleaning proposal would include the Hall (Gym) and toilets”.</p> <p>c) that Council may remove the approval by providing 30 days written notice.</p> | CEO/Mgr F&A | <p>60%</p> <p>Toy library have been offered the old play group building to relocate from the town hall.</p> <p>A letter of agreement has been sent to confirm tasks to be undertaken at the Cunderdin Town Hall as per Debra Farmers original offer.</p> |

Council Resolution List 18th October 2011

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| Resolution 12.2 | <u>Recommendation 12.2</u> That council resolve | A/CEO | Letter forwarded to DPI and CCRC |
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| | <p>(a) to commence the process to transfer DPI vehicle licencing to the CRC.</p> <p>(b) accept the following terms and conditions of transfer</p> <p>(1) Service delivery must not be diminished or compromised in any way by the Transfer of service to the CRC</p> <p>(2) Council would resume to provide the service if the CRC is unable for any reason.</p> <p>(3) Potential conflicts of interest are to be declared and noted</p> <p>(4) Council acknowledge that should any alternate providers be identified the commissioned service would need to be tendered by DPI to market to allow equitable and competitive access for provision of the services</p> <p>(c) to advise</p> | | <p>A letter was sent to DPI confirming councils intentions to transfer Licensing to the CCRC</p> |
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Council Resolution List 17th November 2011

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| <p>Resolution 9.1</p> | <p>That Council resolve to;</p> <p>(a) Close the Shire Offices from 24th Dec – 2nd Jan 12.</p> <p>(b) Place a notice in the Bandicoot advising of the closure.</p> | <p>CDO</p> | <p>Notice placed in the Bandicoot</p> <p style="text-align: center;">100%</p> |
| <p>Resolution 9.2</p> | <p><u>Blackspot Funding</u></p> <p>That Council resolve that;</p> <p>1. Main Road WA Wheatbelt North region be advised that the Shire will accept the additional State Black Spot funding of \$42,158 for the Goldfields Rd</p> | <p>ACEO</p> | <p>Letter sent to Main Roads</p> <p style="text-align: center;">100%</p> |
| <p>Resolution 9.3</p> | <p>Fencing – Lot 19 Kelly St, Meckering</p> <p>That Council resolve;</p> <p>To inform Mr Warburton of the minimum fencing standards required and that the cost of the fence be at his cost.</p> | <p>ACEO</p> | <p>Letter Sent to Mr Warburton</p> <p style="text-align: center;">100%</p> |
| <p>Resolution 9.4</p> | <p>Cunderdin Medical Practice – Purchase of Examination Table</p> <p>That Council resolve;</p> <p>To inform the Cunderdin Medical Practice that on this occasion Council are unable to assist in the funding of an adjustable height examination table on the basis that no funds were allocated in the 2011/2012 Annual Budget and no surplus funds have been identified.</p> | <p>ACEO</p> | <p>Letter Sent to the Cunderdin Medical Practice</p> <p style="text-align: center;">100%</p> |
| <p>Resolution 9.6</p> | <p>Administration of Cunderdin Day Care Operations</p> <p>That Council resolve that;</p> <p>b. The Manager of Finance and Administration be authorised to sign the licence application and affix the</p> | <p>Mgr F & A</p> | <p>Licensing application signed and the Common Seal affixed</p> <p style="text-align: center;">100%</p> |

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| | common seal. | | |
| Resolution 9.7 | <p>Tender 4-2011/2012 Cunderdin Airfield Conservation Works Huts 104, 110,112,113 & Cottage</p> <p>That Council resolve;</p> <p>a. To accept the tender submitted by Safeway Building & Restoration Pty Ltd for the Conservation Works Huts 104, 110,112,113 & Cottage at the Cunderdin Airfield.</p> <p>b. That the President and Acting Chief Executive Officer be authorised to sign and affix the Common Seal to the Formal Instrument of Agreement for Tender 4-2011/2012.</p> <p>c. That all tenderers be advised of A. above.</p> | ACEO | <p>Letters have been sent to the successful & unsuccessful tenderers</p> <p>Acting CEO is preparing contract docs for signing</p> <p>75%</p> |
| Resolution 9.8 | <p>Membership – Wheatbelt Natural Resource Management Incorporated</p> <p>That Council resolve to;</p> <p>Apply for membership of the Wheatbelt Natural Resource Management Incorporated association and that the Acting Chief Executive Officer be authorised to complete and sign the application form attached to report 9.8.</p> | ACEO | <p>Completed membership & letter sent</p> <p>100%</p> |
| Resolution 11.1 | <p>Main Street Upgrade Presentation</p> <p>Council resolved that;</p> <p>1. That the Manager of Works & Services Report for October 2011 be received and noted.</p> <p>2 a. The Acting Chief Executive Officer and Manager of Works & Services prepare a presentation in relation to Plan "A" (One way concept), a copy to be provided to Councillors.</p> <p>2 b. Subject to (a) above The Acting Chief Executive Officer and Manager of Works & Services make a presentation to the businesses located on the Main Street.</p> <p>2 c. Subject to (a) above that the Plan "A" Concept (One way concept) be subject to public consultation.</p> | ACEO, Mgr W& S | Acting CEO & Mgr of Works & Services have completed a power point presentation for councils consideration in Report 9.7 |
| Resolution 12.2 | <p>Memorandum of Understanding between the Shire and CCRC</p> <p>That Council resolve;</p> <p>a. To adopt the draft Memorandum Of Understanding between the Shire of Cunderdin and the Cunderdin Community Resources Centre for the delivery of library Services, as attached to Report 12.2.</p> <p>b. That a copy of the Memorandum of Understanding detailed in (a) above be forwarded to the Cunderdin Community Resources Centre for their approval.</p> | ACEO/ CDO | <p>Forwarded letter and MOU for the CCRC perusal</p> <p>95%</p> |
| Resolution 12.3 | <p>KidSport Initiative</p> <p>That Council resolve;</p> <p>a. To support KidSport initiative and for Shire of Cunderdin to be included in the Wheatbelt Avon regional Hub Model.</p> | ACEO | Letter Sent 100% |

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| | b. Inform the Department of Sport and Recreation of their support for the KidSport initiative. | | |
| Resolution 12.4 | Meckering Action Group – Various That Council resolve to; Defer Report 12.4 to the next Council meeting in order that the issues raised by the Meckering Action Group (MAG) are properly addressed. | CDO | The matters raised by MAG require further research CDO has investigated the Sullage depot as mentioned in the CDO report. |
| Resolution 12.5 | Community Resource Centre Senior's Week That Council resolve to; Donate the sum of \$390 to the Cunderdin Community Resource Centre for the purpose of hosting Seniors Week Celebrations held on Friday 11th November 2011. The \$390 be charged to Account number 95040427 – Council Donations. | Mgr F & A/ Finance Officer | Letter and cheque sent to the CCRC 100% |
| Resolution 17.0 | Upgrading the Cunderdin Airfield: the need for a regional approach That Council resolve; a. That the Shire of Northam be requested to consider the proposal titled "Upgrading the Cunderdin Airfield: the need for a regional approach". b. Subject to (a) above the Shire of Northam give consideration to co-sponsor an application for funding. | ACEO/ Jo Fulwood | Letter and the proposal have been sent to the Shire of Northam 100% |

Other projects

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| | Cunderdin Airfield RFDS shed Seeking feedback from CASA in regards to appropriate location in accordance with MOS 139 | | 45% The location has been agreed upon and pad has been completed. The shed deposit has will be paid. A concrete pad shall be laid on the 19/12/11 |
| | Asset Management Plans All properties have been valued by APV valuers Council's road network has been valued and condition rated Draft plan is currently being audited | | 90% Asset management for Building & Structures has been completed and will be subject to a presentation to Council & Staff in the on the 20/12/11 to be confirmed by DCA |

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| | Implementation of LGE New version of LGS | ACEO/ Mgr F & A/ Finance Officer | 90% Staff are dealing with minor software issues DCA to meet with Peter Moore (LGE) in December to discuss reporting requirements and outstanding issues |
| | Meckering Sports Club Design & Construct project (1 Bowls & 4 Tennis courts) Tender closes 4 th March 2011 4 tenders received. Construction was delayed due to weather (rain) | ACEO | 95% Contract Awarded To Evergreen Synthetic Grass Additional request for paving has been received and is subject to report 9.4 |
| | Upgrade to memorial drive | | 0% |

Resolution 9.0

That the Acting Chief Executives Officers report was received and noted.

Moved : Cr Graham Cooper

Seconded: Cr Clive Gibsone

Vote – Simple Majority

Carried: 8/0

9.1 Application for a Trader's Permit to sell fruit and vegetables

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|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 5 th December 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Disclosure of Interest

Cr Dennis Whisson declared an interest, Council resolved to allow him to be present.

Proposal

To consider an application for a trader's permit for Dennis Field to trade from his food van in the car park opposite the Christian Fellowship Hall for the purpose of selling fruit and vegetables every Friday and not on any other day.

Background

The Shire of Cunderdin's *Trading in Thoroughfares and Public Places Local Law (Local Law)* requires a person to obtain a Trader's Permit to trade in a public place.

In determining an application for a trader's permit the Local Government is to have regard to the following factors outline in Clause 6.5;

- a) any relevant policies of the local government
- b) the desirability of the proposed activity
- c) the location of the proposed activity
- d) the principles set out in the Competition Principles Agreement; and
- e) such other matters as the local government may consider to be relevant in the circumstances of the case.

Mr Dennis Field is registered as a food business with the Shire of Tammin and is not required to be a registered food business with the Shire of Cunderdin under the *Food Act 2008*.

Mr Dennis Field's food van has been inspected by the Shire's Environmental Health Officer and the food van is compliant with the requirements of selling uncut fruit and vegetables in accordance with the *Food Act 2008* and the *Australian and Zealand Food Standards Code*.

Comments

Mr Fields application has not provided all the information required pursuant to clause 6.3 (2) which states that;

- 2) *Every application for a traders permit shall-*
 - a) *State the full name and address of the applicant;*
 - b) *Specify the proposed number of assistance, if any, to be engaged by the applicant in trading, as well as their names and addresses if already engaged;*
 - c) *Specify the location or locations in which the applicant proposes to trade;*
 - d) *Specify the period of time for which the permit is sought, together with the proposed days and hours of trading;*
 - e) *Specify the proposed goods or services which will be traded; and*
 - f) *Be accompanied by an accurate plan and description of any proposed structure or vehicle which may be used by the applicant in trading.*

The Shire of Cunderdin schedule of fees and charges imposes the following fees:

- Stallholders & Traders Licence (initial & renewal p.a.) - \$65.00 per annum
- Additional charge on initial issue and renewal:
 - \$ 15.00 per day
 - \$ 65.00 per week
 - \$ 120.00 per month
 - \$ 1,200.00 per annum

In relation Clause 6.5 the Shire of Cunderdin currently does not have any policies relating to trading in public places and the activity is not likely to contravene the principles set out in the Competition Principles Agreement.

The location in the car park opposite the Christian Fellowship Hall is unlikely to obstruct traffic or interfere with other businesses and activities.

The Shire of Cunderdin is able to impose conditions on the Trader's Permit and a condition that only allows trading on Fridays between normal working hours.

The Shire of Cunderdin has not been made aware that any of the reason to refuse to approve the application as outlined in Clause 6.5 (2) applies to the applicant.

Statutory Environment

Food Act 2008 & Food Regulations 2009

Shire of Cunderdin – Thoroughfares and Trading in Thoroughfares and Public Places Local Law

Policy Implications

There are no policy implications in considering this item.

Financial Implications

There are no financial implications in considering this item.

Strategic Implications

There are no strategic implications in considering this item.

Resolution 9.1

Council resolved to;

1. Inform Mr Dennis Fields of the following;
 - a. That before Council can give consideration to an application for a Traders Permit the following information is required:

Trading in Thoroughfares and Public Places – Clause 6.3 (2)

Every application for a traders permit shall-

- a. *State the full name and address of the applicant;*
 - b. *Specify the proposed number of assistance, if any, to be engaged by the applicant in trading, as well as their names and addresses if already engaged;*
 - c. *Specify the location or locations in which the applicant proposes to trade;*
 - d. *Specify the period of time for which the permit is sought, together with the proposed days and hours of trading;*
 - e. *Specify the proposed goods or services which will be traded; and*
 - f. *Be accompanied by an accurate plan and description of any proposed structure or vehicle which may be used by the applicant in trading.*
2. The following fees and charges apply in relation to trading in public places
 - i. Stallholders & Traders Licence (initial & renewal p.a.) - \$65.00 per annum.
 - ii. Additional charge on initial issue and renewal - \$15.00 per day.
 3. That in relation to (a) above a new application is required.

Moved: Cr Todd Harris

Seconded: Cr Doug Kelly

Vote - Simple majority

Carried: 7/0

9.2 Application for Exploration Licences – Kaolin Resources Pty Ltd

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 5 th December 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Disclosure of Interest

No disclosure of interest has been tabled.

Attachment

Letter received 14th November 2011 from M & M Walter Consulting on behalf of Kaolin Resources Pty Ltd. – Application for Exploration Licence 70/4256 & 4257.

Proposal

To advise Council of a new Mining Exploration permit.

Background

A notification has been received in regards to a new Mining Exploration licences.

Commentary

The notification from M & M Walter Consulting shows a small portion of land within the Shire boundary with the balance of the land located in the Shires of Quairading and York.

Statutory Implications

Section 33 of the Mining Act 1978 states the following;

33. Application for mining tenement by permit holder

- 1) *Subject to subsection (1a), where an application is made in accordance with this Act for a mining tenement that relates to private land notice of the application shall be given in the prescribed manner by the applicant to —*
 - a) *the chief executive officer of the local government;*
 - b) *the owner and occupier of the private land; and*
 - c) *each mortgagee of the land under a mortgage endorsed or noted on the title or land register or record relating to that land, but if there is no occupier of the land, or no such occupier can be found, the notice of the application shall be affixed in some conspicuous manner on the land.*

Policy Implications

There are no policy implications in considering this item.

Financial Implications

Additional mining rate will be received – likely minimum only.

Strategic Implications

There are no strategic implications in considering this item.

Resolution 9.2

Council receive and note report 9.2 - Application for Exploration Licences – Kaolin Resources Pty Ltd

Moved: Cr Dennis Whisson

Seconded: Cr Doug Kelly

Vote – Simple Majority

Carried: 8/0

9.3 Lot 6 Centenary Place, CUNDERDIN

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 5 th December 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Disclosure of Interest

No disclosure of interest has been tabled.

Proposal

To consider the sale of lot 6 Centenary Place, Cunderdin.

Attachment

Contract for sale of land – 21st August 2011

Background

An offer has been received from Classic Building Pty Ltd for the Classic Trust for the purchase of Lot 6 Centenary Place, Cunderdin for \$ 33,000.00.

The offer is unconditional.

Previous Sale Offer

The last offer received for Lot 6 was for \$32,010.00 in December 2010, the sale did not proceed.

Commentary

Subject to Classic Building Pty Ltd agreeing to a condition of sale that the block be developed (substantially complete) within 12 months for the date of settlement. Council is requested to give consideration to obtaining a valuation for Lot 6 Centenary Place, Cunderdin in accordance with Section 3.58 (4) (c) of the Local Government Act 1995.

The valuation cannot be more than six months before the proposed disposition.

Statutory Implications

Section 3.58 of the Local Government Act 1995 states;

(1) *In this section -*

"dispose" includes to sell, lease, or otherwise dispose of, whether absolutely or not;

"property" includes the whole or any part of the interest of the local government in property, but does not include money.

(2) *Except as stated in this section, a local government can only dispose of the property to –*

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) *A local government can dispose of property other than under section (2) if, before agreeing to dispose of the property –*

(a) it gives local public notice of the proposed disposition –

- (i) describing the property concerned;*
- (ii) giving details of the proposed disposition; and*
- (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and*

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by council or committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include –

- (a) the names of all parties concerned;*
- (b) the consideration to be received by the local government for the disposition; and*
- (c) the market value of the disposition as ascertained by a valuation carried out not more than 6 months before the proposed disposition.*

Policy Implications

There are no policy issues in considering this item.

Financial Implications

There are no policy issues in considering this item.

Strategic Implications

Support the introduction of a new business in the Cunderdin Industrial Park, to create new industry and new employment opportunities.

Recommendation 9.3

Council resolved to;

- 1) Advise Bob Davey Real Estate, the Council's real estate agent that the Contract of Sale for lot 6 Centenary Place Cunderdin be amended to include the following condition:

"That the block be developed (substantially completed) within 12 months from the date of settlement"
- 2) That Classic Building Pty Ltd for the Classic Trust agree to the condition detailed in (1) above.
- 3) Subject to confirmation from the Classic Building Pty Ltd for the Classic Trust of (2) above, the Acting Chief Executive Officer obtain a valuation for Lot 6 Centenary Place, Cunderdin in order that its progresses the potential sale of the land in accordance with section 3.58 (3)(a), (b) and 3.58 (4) of the Local Government Act 1995.

Cr Graham Cooper moved that item (1) of the Officers recommendation be amended to read as follows:

- 1) Advise Bob Davey Real Estate, the Council's real estate agent that the Contract of Sale for lot 6 Centenary Place, Cunderdin be amended to include the following condition:
"That the block be developed (substantially completed) within 24 months from the date of settlement"

The amended motion was seconded by Cr Dianne Kelly

Resolution 9.3

Council resolved to;

- 1) Advise Bob Davey Real Estate, the Council's real estate agent that the Contract of Sale for lot 6 Centenary Place Cunderdin be amended to include the following condition:
"That the block be developed (substantially completed) within 24 months from the date of settlement"
- 2) That Classic Building Pty Ltd for the Classic Trust agree to the condition detailed in (1) above.
- 3) Subject to confirmation from the Classic Building Pty Ltd for the Classic Trust of (2) above, the Acting Chief Executive Officer obtain a valuation for Lot 6 Centenary Place, Cunderdin in order that its progresses the potential sale of the land in accordance with section 3.58 (3)(a), (b) and 3.58 (4) of the Local Government Act 1995.

Moved: Cr Graham Cooper

Seconded: Cr Dianne Kelly

Vote - Simple majority

Carried: 8/0

9.4 Meckering Club Upgrade – Tennis Courts

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 5 th December 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Disclosure of Interest

No disclosure of interest has been tabled.

Proposal

Request for additional 100m2 paving to the surrounds of the Northern and Eastern sides of the courts.

Attachment

Nil

Background

Council allocated \$450,000 in its 2011/ 2012 Budget for the purpose of upgrading the Tennis & Bowls facilities, to date the following expenditure has in incurred:

| Description | Cost |
|---------------------------|---------------|
| Argent Electrical | \$ 1,730.20 |
| Brickmart Northam | \$ 30,927.60 |
| Brooks Hire | \$ 2,070.00 |
| Evergreen Synthetic Grass | \$ 254,688.90 |
| Hanson | \$ 18,968.43 |
| Qualcon Laboratories | \$ 874.00 |
| Roads 2000 | \$ 48,750.00 |
| Sandco Hire | \$ 19,290.00 |
| Tasmin Civil | \$ 7,047.18 |
| Tom Fullerton Trucking | \$ 6,955.00 |
| Wayne Davies | \$ 3,000.00 |
| Shire Staff Wages | \$ 21,070.13 |
| Shire Plant Costs | \$ 49,009.00 |

To date \$464,380.44 has been spent with an additional \$54,222.92 yet to be paid making the total expenditure to date \$ 518,603.36

Commentary

The additional 100M2 paving works estimated to cost \$ 7,000 requested by the Meckering Sporting Club has not been included in the 2011/2012 Annual Budget and the project has cost more than anticipated budget allocation resulting from major earth works. Accordingly the Shire when reviewing its budget in January 2012 will have to make up a deficiency of \$68,603.36, this will be further compounded if the additional works are authorised by the Council.

A meeting between the Shire President, the President of the Meckering Sporting Club and Manager of Works and Services on Monday 21st November 2011 indicated that the Meckering Sporting Club could be in a position to make a contribution towards the cost of the paving, it was generally agreed that these works will enable the project to be completed.

While it's acknowledged that the project has cost overruns it is deemed prudent to spend the additional amount to complete the project.

Statutory Implications

Section 6.8 of the Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- (a) is incurred in a financial year before the adoption of the annual budget by the local government;
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

Policy Implications

None

Financial Implications

That the project is over expended and savings will need to be found when the Shire undertakes it Budget Review in order to ensure that a deficit is not carried forward into the 2012/2013 financial year.

Strategic Implications

To provide better facilities to the local community.

Resolution 9.4

That Council resolve;

- 1) To advise the Meckering Sporting Club that the Council will undertake the 100M2 additional paving to the Northern and Eastern ends of the courts on the basis that they make a contribution of at least one third (1/3) of the estimated cost of \$7,000.

Moved Cr _____ Seconded Cr _____

Vote - Absolute majority Carried/Lost ___/___

Cr Doug Kelly moved that the Officers recommendation be amended as follows:

- 1) To advise the Meckering Sporting Club that the Council will undertake the 100M2 additional paving to the Northern and Eastern ends of the courts.

The amendment was seconded by Cr Graham Cooper.

Resolution 9.4

That Council resolve;

- 1) To advise the Meckering Sporting Club that the Council will undertake the 100M2 additional paving to the Northern and Eastern ends of the courts.

Moved: Cr Doug Kelly

Seconded: Cr Graham Cooper

Vote - Absolute majority

Carried: 8/0

9.5 Transfer Station Hours

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin & Meckering |
| Applicant: | Administration |
| Date: | 5 th December 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Disclosure of Interest

No disclosure of interest has been tabled.

Tabled

Survey forms received

Proposal

To determine the operating hours for the Waste Transfer Stations in Cunderdin and Meckering.

Background

At the Council meeting held on Tuesday 18th October 2011 the following motion was proposed;

“That the Cunderdin Waste Transfer Station be open all day Wednesday, Saturday & Sunday (9:00am to 5:00pm)”

The motion was lost 6/2.

Commentary

A Survey was conducted of the Shire’s residents in relation to the operating hours of the Cunderdin and Meckering Transfer Stations. 36 Surveys forms were received and have been summarised as follows:

| Site | Opening Days | | |
|--------------|------------------|------------------|---------------|
| | Tues, Thurs, Sat | Tues, Thurs, Sun | Wed, Sat, Sun |
| Cunderdin | 5 | 1 | 23 |
| Meckering | 0 | 2 | 5 |
| Total | 5 | 3 | 28 |

Other comments provided by the residents;

1. Transfer Stations must be open for full days.
2. Not having the transfer stations open all the time encourages illegal dumping.
3. Most people do their gardening on Saturday or Sunday and want to dispose of their waste immediately.
4. That out of hours dumping of rubbish be permissible by the shire and a contact telephone number be provided on the gates.
5. Would like one transfer station open every day in the Shire.
6. Installation of electronic gates and issuing swipe cards to all residents. The costs would be offset against the manning of the gates.
7. Increase the recycling pickups.

The current opening hours for the Cunderdin and Meckering transfer stations are;

TUESDAY: 8:00AM – 12:00PM
THURSDAY: 1:00PM – 5:00PM
SATURDAY: 8:00AM – 12:00PM
SUNDAY: 1:00PM – 5:00PM

The result of the survey supports the opening of the transfer stations in Cunderdin and Meckering on Wednesday, Saturday and Sundays between 9am to 5pm, extending the operating hours at each site by 8 hours per week will result in the additional labour cost estimated at \$280.00 per week /per site.

Statutory Environment

Nil

Policy Implications

There are no policy implications in considering this item.

Financial Implications

Additional opening hours of the transfer stations could impact on operating costs that have not been incorporated in the 2011/2012 Annual Budget. Labour cost will be \$29,120.00 per annum for both Cunderdin and Meckering Transfer Stations.

Strategic Implications

There are no strategic implications in considering this item.

Resolution 9.5

Council resolve;

- a. That the Cunderdin and Meckering Waste Transfer Stations be open on Wednesday, Saturday and Sunday between 9am to 5pm.

or

That the opening hours for the Cunderdin and Meckering transfer stations remain the same being:

| | |
|----------|------------------|
| Tuesday | 8:00am – 12:00pm |
| Thursday | 1:00pm – 5:00pm |
| Saturday | 8:00am – 12:00pm |
| Sunday | 1:00pm - 5:00pm |

- b. That (a) above be communicated to the residence via a Council Newsletter.

Moved Cr _____ Seconded Cr _____

Vote – Simple majority Carried/Lost ___/___

Cr Clive Gibsone moved the Officers recommendation to be amended as follows:

- a. The Cunderdin and Meckering Waste Transfer Stations be opened from the 4th January 2012 as follows:
 - Cunderdin – Wednesday, Saturday & Sunday 11am – 5pm
 - Meckering – Thursday, Saturday & Sunday 11am – 5pm
- b. That (A) above be communicated to the residence via a Council Newsletter.

The amendment was seconded by Cr Doug Kelly.

Resolution 9.5

Council resolved;

- a. That the Cunderdin and Meckering Waste Transfer Stations be open from the 4th January 2012 as follows:

Cunderdin – Wednesday, Saturday & Sunday – 11am – 5pm
Meckering – Thursday, Saturday & Sunday – 11am – 5pm
- b. That (a) above be communicated to the residence via a Council Newsletter.

Moved: Cr Clive Gibsone

Seconded: Cr Doug Kelly

Vote – Simple majority

Carried: 6/2

9.6 Roofing of Cottage – Cunderdin Airfield

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 7 th December 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Disclosure of Interest

No disclosure of interest has been tabled.

Attachment

Letter dated 18th November 2011 from Mr RS Milligan

Letter dated 24th November 2011 from Shire of Cunderdin

Letter dated 2nd December 2011 from Mr RS Milligan

Proposal

Roofing of the Cottage and Mr R.S. Milligan financial contribution.

Background

Council at its November 2011 meeting gave consideration to Tender 4-2011/2012 Cunderdin Airfield Conservation Work – Huts 104, 110, 112, 113 and Cottage. Mr Milligan the occupier of the cottage confirmed at a meeting with the Deputy President and Acting Chief Executive Officer held on Thursday 3rd November 2011 that he is willing to move to alternative accommodation while the works are undertaken and has offered up to \$3,000 towards the re-roofing of the cottage, this has yet to be confirmed in writing.

Commentary

Letter dated 18th November 2011 received from Mr Milligan confirmed that the offer to contribute \$3,000 was still open and raised a number of other concerns. In a letter dated the 24th November 2011 from the Shire his concerns were addressed. A subsequent letter was received from Mr Milligan dated 2nd December 2011 stating the following:

- That he would vacate the cottage during working hours and reserves his rights of reasonable inspection during the undertaking of the works.
- The offer to contribute \$3,000 towards the cost of the re-roofing by Mr Milligan is conditional on the installation of Anticon insulation under the galvanized iron.

Insulation was not included in the tender specifications and the successful tenderer, Safeway Building and Restoration has estimated the cost of installing the insulation to the cottage at \$500.00.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Council has provision in its 2011/2012 Annual Budget of \$146,551. The price submitted to undertake the works is \$89,520 excluding GST.

Strategic Implications

Conservation of heritage listed buildings.

Resolution 9.6

That Council resolved;

To inform Mr R.S. Milligan that insulation will be installed to the cottage as part of the conservation works and the Shire will accept his offer to contribute \$3,000 towards the re-roofing of the cottage.

Moved: Cr Clive Gibsone

Seconded: Cr Dennis Whisson

Vote – **Simple majority**

Carried: 8/0

9.7 Main Street Upgrade

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 7 th December 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Disclosure of Interest

No disclosure of interest has been tabled.

Attachment

Power Point Presentation

Proposal

Public Consultation of Plan A (One way concept) and undertaking of works.

Background

The Council at its meeting held on 17th November 2011 adopted the following resolution.

- a) The Acting Chief Executive Officer and Manager of Works & Services prepare a presentation in relation to Plan "A" (One way concept), a copy to be provided to Councillors.
- b) Subject to (a) above The Acting Chief Executive Officer and Manager of Works & Services make a presentation to the businesses located on the Main Street.
- c) Subject to (a) above that the Plan "A" Concept (One way concept) be subject to public consultation.

Commentary

A power point presentation has been prepared for Councils consideration and approval.

The anticipated works have been scheduled as follows:

- Replacement of existing Footpath – January 2012
- Replacement of Kerb Line – January 2012
- Disability Ramps to be installed – January 2012
- Minor pavement and drainage repairs – January 2012
- Roadway Concept Designs – 2013
- Landscaping and street furniture - 2013

In order to minimise disruption the replacement of the entire footpath has been scheduled for January 2012. Public consultation would therefore take place after the commencement of the works. Council is requested to give consideration to allowing the footpath works on the basis that it will not impact on the proposed road works. The funding of the proposed works is from a Roads to Recovery grant with a requirement that the funding be expended as soon as possible as close to 31st December 2011.

Statutory Environment

Nil

Financial Implications

\$200,000 has been allocated in the 2011/2012 Annual Budget for Main Street Upgrade – Footpath and Kerbing works.

Resolution 9.7

That Council resolve;

- a. To approve the power point presentation attached to Report 9.7
- b. To authorise the footpaths and Kerbing works in relation to the Main Street Upgrade scheduled for January 2012.
- c. That subject to (b) above the paving bricks to be used are Vistapave Federation Red and Sandstone.

Moved Cr _____ Seconded Cr _____

Vote – Simple majority Carried/Lost ___/___

Cr Todd Harris moved that the Officers recommendation be amended to read as follows:

- a. To approve the power point presentation attached to report 9.7 inclusive of concept B
- b. To authorise the footpaths and Kerbing works in relation to the Main Street Upgrade scheduled for January 2012.
- c. That subject to (b) above the paving bricks to be used to be determined at the Main Street Business presentation to be held on Tuesday 20th December 2011.

Cr Dianne Kelly seconded the amendment.

Resolution 9.7

That Council resolve;

- a. To approve the power point presentation attached to Report 9.7 inclusive of concept B.
- b. To authorise the footpaths and Kerbing works in relation to the Main Street Upgrade scheduled for January 2012.
- c. That subject to (b) above the paving bricks to be used to be determined at the Main Street Business presentation to be held on Tuesday 20th December 2011.

Moved: Cr Todd Harris Seconded : Cr Dianne Kelly

Vote – Simple majority Carried: 8/0

9.8 Naming of proposed recreational facility

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 9 th December 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Disclosure of Interest

No disclosure of interest has been tabled.

Attachment

Nil

Proposal

Naming of the proposed recreation facility.

Background

Mrs Jo Fulwood in preparing funding proposals for the proposed new recreation facility ascertained that an appropriate name should be given to the facility to encompass community and sporting use in a way that it represents all potential user groups.

Commentary

A number of names have been suggested by Mrs Fulwood and these are as follows:

- Cunderdin Community & Recreation Centre
- Cunderdin Community & Sports Centre
- Cunderdin Leisure Centre
- Cunderdin Leisureplex

Council is requested to give consideration to naming the proposed facility.

Statutory Environment

Nil

Implications

Nil

Strategic Implications

Nil

Resolution 9.8

That Council resolve;

That the name for the proposed new recreation facility be as follows:
"Cunderdin Community Centre"

Moved: Cr Graham Cooper

Seconded : Cr Dennis Whisson

Vote – **Simple majority**

Carried: 8/0

9.9 Transfer Station – Operating Hours between Christmas and New Years

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 5 th December 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Disclosure of Interest

No disclosure of interest has been tabled.

Proposal

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

Attachment

Nil

Background

Council at its meeting held on 16th June 2011 adopted the following resolution in part.

"That Council change the operating hours of the Cunderdin and Meckering Transfer Stations to:

| | |
|----------|------------------|
| Tuesday | 8:00am – 12:00pm |
| Thursday | 1:00pm – 5:00pm |
| Saturday | 8:00am – 12:00pm |
| Sunday | 1:00pm – 5:00pm |

The new hours are effective from 1st August 2011."

Commentary

Public Holidays over Christmas and New Years are as follows:

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

In view that the public holidays conflict with the operating times of the transfer stations, Council is requested to give consideration to closing the transfer stations during the above mentioned days.

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Resolution 9.9

That Council resolve;

- 1) That the Cunderdin and Meckering Transfer Stations be closed for:
 - Christmas Day – Sunday 25th December 2011
 - Boxing Day in lieu – Tuesday 27th December 2011
 - New Year's Day – Sunday 1st January 2012
- 2) That residents be informed via a Council Newsletter to be distributed on Monday 19th December 2011 and a notice be placed at the Cunderdin and Meckering Transfer Stations advising of (1) above.

Moved: Cr Dennis Whisson

Seconded: Cr David Beard

Vote - Absolute majority

Carried: 8/0

10.0 Manager of Environmental & Buildings Services Report

No Reports

11.0 Manager of Works & Services
11.1 Manager of Works & Services Report

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Manger Works and Services |
| Date: | 8 th December 2011 |
| Author: | Mark Burgess |
| Item Approved by: | Acting Chief Executive Officer |

Proposal

Council is to receive the Manager of Works and Services Report for December 2011

Comment

Please find below a brief update in relation to the Works Program, and proposed works

Attachment

Written complaints table –November 2011

Cunderdin Wyalkatchem Rd

Completed as per budget 2011. The total distance was not achieved due to a number of reasons, mainly wet weather. There is still a requirement to tidy up a small section.

Cunderdin Quairading

All sections have now been completed with seal from slk point 3.7 to 13.4 (Mills Road intersection).

At present efforts are being made to source next year's funding through MRD so as to continue work on the Cunderdin Quairading Road with the intent to complete entire Road program this financial year.

Gravel Sheeting Works

None has been carried out at this point.

Maintenance Grading

Only on request at this point. Roads are generally in good condition.

Footpaths

Work on replacing footpaths in Main Street have commenced. Due to budget constraint the whole of Main Street from Baxters up to the shopping precinct cannot be achieved. We have identified the worst sections to be replaced which will remove all trip hazards. Minor sections will be replaced on Lundy Ave Cubbine Street and Island Ave.

Outside Staff

Rob Glover is on leave from the 12th December to 13th January 2012.

Daphne and Bernard O'Donnell will be on leave from 22nd December to February 2012.

Keith Kehlet on leave from 22nd December to 31st January 2012.

Remainder of staff on leave as per normal Christmas break.

General

- A general clean-up of trees etc. after bad storms keeping all staff busy.
- Light pole at Swimming Pool fell into the pool as it had rusted out at base of pole. It was fortunate that no one suffered any injury. Due to these circumstances, steps have been put into place to remove remainder of poles. Quotes will be requested to replace existing poles as soon as practicable.
- Fogging has been undertaken when practicable.

Statutory Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Resolution 11.1

That the Manager of Works and Services Report for December 2011 be received.

Moved : Cr David Beard

Seconded: Cr Clive Gibsone

Vote – Simple majority

Carried: 8/0

Written Complaints

Complaints received at the shire office needing action by the Manager of Works and Services for October 2011.

| Date | Name | Address | Description | Action/Result |
|-------------|-----------------|----------------|--|---|
| 3/11/2011 | Russell Burgess | MECKERING | Culvert needs fixing Goomalling Rd | Patched with pre mix |
| 4/11/2011 | Michael Fawkes | CUNDERDIN | Storm water drain not working Yilgarn St | TBA |
| 4/11/2011 | Neil Maxwell | CUNDERDIN | Drain In Yilgarn St blocked | TBA |
| 7/11/2011 | David McEwen | CUNDERDIN | Water drain in Bedford St Blocked | Not blocked/unable to cope with water volume from the storm |
| 7/11/2011 | Fiona Thyne | CUNDERDIN | Trees in Memorial DR scratching her house | Clint to trim |
| 7/11/2011 | Margaret White | CUNDERDIN | Drain in Yilgarn St unable to cope | TBA |
| 7/11/2011 | Ross McKellar | CUNDERDIN | Road signs down after storm | Signs erected again |
| 15/11/2011 | Shane Darmody | CUNDERDIN | Woonwooring Rd- Water washed away on parts of the road, unsafe for bus. | Repaired |
| 21/11/2011 | Di Ferguson | CUNDERDIN | Block next door is shire property, needs attention, it's a fire hazard. | Ongoing |
| 28/11/2011 | Adrian Baxter | CUNDERDIN | Trees on Spear St need trimming. Are fire hazard, they are shire property. | Ongoing |
| 28/11/2011 | Jaz Bullman | MECKERING | Didn't fog properly, was no fog, couldn't smell anything and has made mossies worse. | Gave reasons of chemical use with water. Was not accepted by Mr Bullman as an explanation |
| 30/11/2011 | John Fissioli | CUNDERDIN | Footpath opposite Dr's surgery has risen up and is very dangerous. | Section of path removed and filled with gravel until path is redone. |

12.0 Community Development Officer
12.1 Information Bulletin – CDO Report

| | |
|-------------------|-------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 11 December 2011 |
| Author: | M Samson |
| Item Approved by: | Community Development Officer |

Proposal

Council is to receive the Community Development Officers Report for November/December 2011.

Attachments

Dump-ezy installation, assembly and usage information

Comment

Dry Season Funding

- All dry season funding has been expended with .10 cents remaining
- Acquittals are due on 14th February 2012 to Department of Agriculture

Cunderdin Pool Party

- Successful turnout for Saturday 26th November 2011 despite the dubious weather.
- There were 189 attendees and all cheeseburgers consumed.
- Two inflatable toys were set up in pool for the kids and the young at heart
- Men's Shed volunteers attended and ran the BBQ to allow Mat and Joel to focus on lifeguarding
- Verbal feedback from community has been positive and supportive of similar future event

RFDS Transfer shed

- Deposit paid to Allied Shed for shed
- Concreting due to be completed 19th December 2011

Suicide Awareness workshop

- Arranged a 3 hour workshop in suicide awareness for Friday December 16th to be held at the Cunderdin Community Resource Centre.
- Guest speakers include Julian Krieg and Glenn Mitchell. All costs will be covered by One Life.
- Ten RSVPs have been received as at 7th December 2011.

Kings of Blues

- Regional Events Scheme one off funding application was unsuccessful and have requested feedback from funding body
- Discussions with the organiser Glenn Carpenter on 6th December have resulted in the decision to postpone the event until later in as more funding opportunities will be available in beginning of 2012.
- A 3 year Business Plan is to be developed and compiled to ensure all funding opportunities can be thoroughly explored

RV Dump (Sullage) Point

- Recommended by Peta Saunders CDO for Quairading to contact Phillip Chadd to discuss sullage points.
- Contacted Phillip Chadd member of Campervan Motorhome Club who provided the following information:
- Requirements for installation include Semi Trailer direct access next to sullage point for drainage.
- Legislative requirements is for all caravan parks to have RV dump points.

| CARAVAN PARKS AND CAMPING GROUNDS REGULATIONS 1997 - SCHEDULE 7 | |
|---|--|
| 46. | Waste water disposal |
| (1) | Each — |
| (a) | caravan site at a facility is to be no more than 10 metres; and |
| (b) | camp site at a facility is to be no more than 30 metres, |
| | from a sullage waste water dump point which is in accordance with the requirements of AS/NZS 3500.2.2, or the facility is to utilize other approved means of dealing with sullage. |
| (2) | A long stay site with a caravan which has ablution, toilet or laundry facilities is to have a sewage connection point which is in accordance with the requirements of AS/NZS 3500.2.2. |
| 47. | Chemical toilet dump point |
| | There is to be a communal chemical soil waste dump point, in accordance with the requirements of AS/NZS 3500.2.2, which is connected to an approved waste water disposal system at all facilities, other than park home parks, nature based parks and transit parks. |

- Installation requirements include above ground concrete plinth, 100ml riser connection from sewer/septic and 2 stage septic system with 2,500L capacity tanks if no sewerage connections available.
- Water Corporation suggest the sullage points require monitoring due to illegal dumping however with the 44 sullage points currently installed throughout WA there has been no demonstrated evidence that this is occurring.
- It was suggested that placing an honesty box or some form of payment system is expected by RV users and would support the costs of installation.
- Drainage would be required approximately every 20 days if sullage is being used to capacity.
- Phillip Chadd suggested further investigation into the tourist market of the RV traveller in relation to location of sullage points and is happy to make himself available to discuss it further.

Statutory Implications

There are no statutory implications in considering this item.

Policy Implications

There are no policy implications in considering this item.

Financial Implications

There are no financial implications in considering this item.

Strategic Implications

Nil

Resolution 12.1

That Council receive and note report 12.1

Moved: Cr Dianne Kelly

Seconded: Cr Todd Harris

Vote – Simple majority

Carried: 8/0

12.2 Community Grant Application Meckering Sporting Club Inc.

| | |
|-------------------|-------------------------------|
| Location: | Cunderdin |
| Applicant: | Meckering Sporting Club (Inc) |
| Date: | 12 December 2011 |
| Author: | M Samson |
| Item Approved by: | Chief Executive Officer |

Disclosure of Interest

No disclosure of interest has been tabled.

Attachments

Completed Council Donation Application Form
Dry Season Funding Allocation

Proposal

Application received from the Meckering Sporting Club (Inc) requesting funding assistance for the "Goodbye to the Grass" event to be held in March 2012.

Background

Meckering Sporting Club Inc has compiled a Council Donation Application Form in accordance with the Administration Policy No 4.

Council has previously allocated the sum of \$3000 from the Dry Season funding administered by the Shire on behalf of Department of Agriculture.

The Shire has also sourced \$500 for the event from the Water Corporation and was received on 5th December.

Comment

The Meckering Sporting Club (Inc) has presented the following costing for the event.

| INCOME | |
|---|-----------------|
| <i>Council Donation</i> | \$ 5400 |
| Dry Season funding | \$ 3000 |
| Total income | \$ 8400 |
| EXPENDITURE | |
| Item A - Marquee | \$ 3000 |
| Item B – Toilets | \$ 1000 |
| Item C – Plaque | \$ 500 |
| Item D – Postage/ Stationary | \$ 400 |
| Item E – Table and Chair Hire | \$ 300 |
| Item F – PA system hire | \$ 100 |
| Item G – Glasses hire | \$ 100 |
| Children's entertainment, cool room hire, jukebox additional staffing and misc. items | \$ 3000 |
| Total Expenditure | \$ 8,400 |

The above does not include the contribution from the Water Corporation of \$500. Therefore the request for funding can be reduced to \$4900.

The Meckering Sporting Club (Inc) is hosting a day to celebrate the new bowling green and tennis courts. The current and previous members of the sporting club will be invited to attend the celebrations

The Meckering Sporting Club (Inc) verbally advised that the food for this event will be catered for and the attendees will be charged \$20.00 to cover their Lunch and Afternoon Tea. Morning Tea is being donated by the local community groups and people are able to purchase their drinks separately.

At present the Meckering Sporting Club (Inc) are waiting on their crop harvest to determine how much they can contribute to this event from their own funds.

Council's Administrative Policy No 4 Donations and Grants (Section 5 – Finance) details an assessment criteria and this application has been assessed against the criteria.

- a) Applicant's demonstrated proven record in providing quality community, sporting or cultural events or programs;
- b) Cultural, community, sporting or artistic merit of the proposed program, event or facility;
- c) Originality of the program, event or facility;
- d) The program increases returns on cultural, sporting or community infrastructure in the town;
- e) The funds provided by Council must not lead to an applicant becoming dependent on Council for ongoing financial support; and
- f) The applicant has a demonstrated capacity for program development and management;

Council is requested to give consideration to donating the sum of \$2450 representing 50% of the balance.

Statutory Implications

No

Policy Implications

The following assessment criteria has been used to assess the funding application

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

The financial impact on the council is a \$2450 shortfall should Council approve the funding application

Strategic Implications

No

Recommendation 12.2

That Council resolve to;

- a) Donate the sum of \$2450 to the Meckering Sporting Club (Inc) for the "Goodbye to the Grass" event and the amount be charged to account No 95040423
- b) That the Meckering Sporting Club (Inc) be advised of (a) above

Moved : Cr _____ Seconded: Cr _____

Vote – Simple majority Carried/Lost: __/__

Cr Graham Cooper moved the Officers recommendation with the following amendment:

That Council resolve to:

- a. That the Council on this occasion will not provide any additional financial assistance to the Meckering Sporting Club Inc. in relation to their event "Goodbye to the Grass".
- b. That the Meckering Sporting Club (Inc) be advised of (a) above

Cr Todd Harris seconded the amended motion.

Resolution 12.2

That Council resolve to:

- a. That the Council on this occasion will not provide any additional financial assistance to the Meckering Sporting Club Inc. in relation to their event "Goodbye to the Grass".
- b. That the Meckering Sporting Club (Inc) be advised of (a) above

Moved: Cr Graham Cooper Seconded: Cr Todd Harris

Vote – Simple majority Carried: 8/0

13.0 Environmental Project Officer Report

13.1 SEAVROC Environmental Project Officer Report

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 8 th November 2011 |
| Author: | J Vincent |
| Item Approved by: | Acting Chief Executive Officer |

Disclosure of Interest

No disclosure of interest has been tabled.

Proposal

To receive the Environmental Project Officer's Report for November 2011.

Attachment

Nil

Comment

Caring for our Country Wind Erosion Project

Perennial farming systems targeting wind erosion within the North Eastern and Southern Wheatbelt regions of WA

Continued the promotion of available free seedlings/seed for the 2012 planting season. Applications have closed November 11th 2011. 26 applications were received from SEAVROC landholders. A meeting will be held with NEWROC and WEROC to confirm successful applicants.

Liaised with interested landholders and gave advice on appropriate species to apply for under the 2012 program.

Designed the 2011/12 case study brochure for the project. Edited 15 case studies written by Project officers across NEWROC, WEROC and SEAVROC which are now ready for printing.

Researching current articles and media releases for Project Officers to place in local newsletters/papers to continue extension of the Project.

Monthly meetings are attended with Project Officers from NEWROC and WEROC.

Wheatbelt NRM Soil Conservation Incentives Program

Contracts have been received for the provision of Project Officer services for the Wheatbelt NRM Soil Conservation Incentives Program (SCIP). Jen Vincent and Cheryl Shenton will be managing 8 existing projects and 7 new projects within the SEAVROC Shires.

Attended quarterly meeting with Wheatbelt NRM Project Officers, Technical Advisors and WNRM staff. Site visits, action plans and surveys have commenced. The Projects include pasture, cropping, trees and other management strategies for soil conservation.

Jen Vincent:

| | | |
|----------|-------------|---|
| Existing | Andrew Pike | Cropping & pasture strategies combating wind erosion. |
| Existing | Guy Boyle | Combating wind erosion & increasing biodiversity by integrating pastures. |

| | | |
|----------|----------------------|---|
| Existing | Hambly | Oil Mallee soil conservation project. |
| Existing | Alan Briggs | Avondale Sandalwood soil conservation project. |
| New | Carslake Holdings | 45ha -removal of Spiny Rush, plant pasture & tree species |
| New | Lisa Blanch | Sandalwood MEM on 6ha |
| New | Colin & Anna Butcher | Seed nursery paddock of Margurita Serradella. |

Cheryl Shenton:

| | | |
|----------|----------------|---|
| Existing | Bill Walker | Claying to amend wind erosion in sandy soils. |
| Existing | David Thompson | Integrating Oil Mallee alleys with crops to manage with erosion prone soil. |
| Existing | Scott McLean | Using biodiversity to reduce wind erosion over the landscape. |
| New | Rowlie Mellor | Cropping trial to evaluate the use of chicken manure, compost products, mineral fertilizers, worm juice and a combination of these. |
| New | Neil Carter | 6,000 Tagasaste in windbreaks at 111m intervals. |
| New | Colin Pearse | 70,000 Oil Mallees & 25,000 Saltbush, a complete farm reveg. |
| New | Alan Gelmi | Direct seeding salt tolerant fodder shrubs, clovers & medics on 100ha, compare Culti trash & Comm Veg seeders. |

Services include project management, action planning, assistance with implementing on-ground activities and communication, capacity building and extension. Reporting required includes quarterly reports updating the status of each project and immediate outcomes reports summarising activities across all Projects.

SEAVROC Environmental Services – Cunderdin

Met with Mark Burgess and Natasha Moore (DEC Flora Conservation Officer) at Mills Rd to discuss road maintenance requirements. The road reserve is overgrown with weeds and native plants, creating a hazard for drivers, however the presence of rare flora along this section has meant works have not been carried out for a few years. Weed control, maintenance grading and other management strategies were discussed. A 'Permit to Take' application will be submitted to DEC to allow for maintenance works to be carried out where the rare flora is present.

Registered the Shire for participation in the 'Red Card for Foxes and Rabbits' program for 2012. This program includes community education on the effects of foxes and rabbits on farmland, biodiversity and the environment, encourages baiting and includes annual fox shoots where proceeds are donated to Royal flying Doctors.

Attended 'Ribbons of Blue' macro-invertebrate sampling course on 10th November.

Attended Caring For Our Country MERI Planning workshop on 29th November in Perth.

Attended meeting with Kerry Horan from Wheatbelt NRM on 16th November regarding current and future aboriginal NRM Projects in the SEAVROC region.

Attended Roadside Conservation Training course for the Shires of York, Goomalling and Quairading works staff (run by DEC's Roadside Conservation Committee on 28th November in York).

Following up on the 'Next Gen Young Farmers' and their progress in completing their community extension activities for the DAFF grant requirements. The group have attended meetings and presented their stories in Meckering, Brookton, Quairading and York.

Continued Spring Fox Baiting campaign in the SEAVROC Shires. Landholders can now access \$100 vouchers to purchase 1080 fox baits during Spring. Spring is an ideal time for strategic fox baiting as vixens are in dens, with dependent cubs until late November so their feed requirement is high.

Produced and sent out SEAVROC Environment E-news for landholders and interested residents in the SEAVROC Shires.

The provision of general advice to landholders has continued within SEAVROC on NRM issues such as pest control, revegetation, grant opportunities, remnant vegetation management, native vegetation clearing regulations and field days.

Upcoming Tasks/Events

Continue site visits, reports and project management for the Wheatbelt NRM SCIP Program.

Engage printing company to print the 2011/12 Wind Erosion Project Case Studies.

Draft successful and non successful letter templates for Wind Erosion Project Officers to send to this year's applicants.

Draft site visit templates for 2012 Wind Erosion Project Site Visits

Collate and assess applications for the CFOC Wind Erosion Project with NEWROC and WEROC Project Officers.

Continue site visits, farmer surveys and develop action plans for Wheatbelt NRM SCIP Projects.

Continue to work with DEC and SEAVROC Works Managers on working towards compliance for all SEAVROC Shires under the WA Native Vegetation Clearing Regulations.

Look into involving the Shire in Wheatbelt NRM's Bridal Creeper eradication Program.

Annual leave: 25th December 2011 – 8th January 2012 and 13th February – 17th February 2012.

Resolution 13.1

That Council receive and note report 13.1

Moved: Cr David Beard

Seconded: Cr Graham Cooper

Vote - Simple majority

Carried: 8/0

14.0 Community Emergency Services Manager

14.1 Community Emergency Services Manager Report - November 2011

| | |
|-------------------|--------------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 8 th December 2011 |
| Author: | Stacey McQuistan |
| Item Approved by: | Community Emergency Services Manager |

Disclosure of Interest

No disclosure of interest has been tabled.

Report

Significant fires have already been experienced this season including:

- **8 Mile Gate/Rabbit Proof Fence Road**

Several complaints have been received from Mr David Jasper in relation to the 8 Mile Gate Road Fire. The following outlines the nature of those complaints and action being taken to address the issues:

1. Truck Battery Flat

On the morning of the fire the Cunderdin truck was in being serviced by Hutton and Northey. With the forecast weather conditions I contacted Hutton and Northey and requested that the truck be returned to the depot and available for any potential fire operations. The truck was dropped back at the Depot but unfortunately the person that dropped it off was not aware that the truck had to be placed back on charge and the isolate switched on to enable charging. Having spoken to Hutton and Northey since this time, the battery itself was serviced as the fluid levels were low.

Once the fire was reported the truck was found to be flat and subsequently jump started. The truck attended the fire and by all reports worked fine. When refilling at the standpipe the battery went flat again. Attempts were made to locate jumper leads, however the truck was not jump started and remained at the standpipe that night. At 8.00am the following morning I contacted Combined Tyres and requested they take 2 new batteries out to the truck. Once this was done the truck was returned to the depot. Once checked on Monday by Depot staff, it was found that the battery was flat again as it had not been placed on charge again, and was also extremely low on fuel.

Until this week, the method for charging the vehicle was to place black and red clips direct to the battery terminals. The truck is built to take a 3 pin plug in order to charge. On Wednesday I arranged for the existing charger to be modified so that the plug has been fitted. Future charging of the vehicle will now be undertaken by simply fitting in the plug and changing the isolate switch.

2. CESM Position

An enquiry from Mr Jasper in relation to the CESM position was received and he was informed that the position is hosted by the Shire of Cunderdin and an agreement between FESA, Shire of

Cunderdin and Shire of Quairading. In the next newsletter the role of the CESM will be explained so that the community have a better understanding.

3. Telstra Coverage

A suggestion received by Mr Jasper is that FESA should arrange for Telstra to have a mobile phone booster at Cunderdin Hill over summer to ensure communications across the Shire. The fact that Telstra do not provide adequate coverage in the region is not a responsibility of FESA, however if Council wish to write to Telstra to voice concerns that can be arranged.

- **21 individual fires due to lightning strikes 6/12/11**

A debrief on the fires was held 8/12/11 and a further report will be provided to Council at the meeting.

Resolution 14.1

That Council receive and note report 13.1;

Moved: Cr Dennis Whisson

Seconded: Cr Doug Kelly

Vote – Simple majority

Carried: 8/0

15.0 Matter for which the meeting may be closed

The President informed the Council that the report to follow is of a confidential nature and asked that the meeting proceed behind closed doors.

Cr Doug Kelly moved and Cr Graham Cooper seconded that the meeting proceed behind closed doors.
Carried: 8/0

Loren Hempel & Mark Burgess declared an interest in the matter and left the Council Chambers at 7:47pm.

15.1 Staff Christmas Bonus – Confidential Members only

| | |
|-------------------|--------------------------------|
| Location: | Cunderdin |
| Applicant: | Administration |
| Date: | 3 rd November 2011 |
| Author: | D Carbone |
| Item Approved by: | Acting Chief Executive Officer |

Resolution 15.1

That Council resolve to;

Pay staff Christmas Bonuses totalling \$6,150.00 based on the criteria detailed in Report 15.1 – Christmas Bonuses.

Moved: Cr Graham Cooper Seconded: Cr Doug Kelly

Vote – **Simple majority** Carried: 8/0

Loren Hempel & Mark Burgess returned to the Council Chambers at 7:54pm.

16.0 General Business

The Acting Chief Executive Officer requested that the following item be dealt with under General Business

A Request for commitment to Regional groups – Regional funding Program 2011/12 – 2015/16

It was agreed by the Council that the item be dealt with.

It was moved by Cr Todd Harris, seconded by Cr Graham Cooper that the Waste Authority be informed that the Shire of Cunderdin be grouped with the Local Governments forming the SEARTG (South East Avon Regional Transition Group).

Carried: 8/0

17.0 Closure of meeting

There being no further business the President declared the meeting closed at 7:55pm.